



AGENDA SUBMITTAL TO SOLANO COUNTY BOARD OF SUPERVISORS

ITEM TITLE Approve the appointment of Elizabeth delaTorre to the Solano County Local Mental Health Board for a three-year term ending November 23, 2013		BOARD MEETING DATE November 23, 2010	AGENDA NUMBER 16
Dept:	Health & Social Services	Supervisorial District Number 3	
Contact:	Glenda Lingenfelter, Interim Deputy Director, Mental Health		
Phone:	(707) 784-8002		
Published Notice Required?		Yes: _____	No: <u> X </u>
Public Hearing Required?		Yes: _____	No: <u> X </u>

DEPARTMENTAL RECOMMENDATION:

The Department of Health and Social Services (H&SS) recommends the Board approve the appointment of Elizabeth delaTorre to the Local Mental Health Board (LMHB) for a three-year term ending November 23, 2013.

SUMMARY/DISCUSSION:

Welfare and Institutions Code 5604-5604.5 specifies that the governing body of each County shall appoint a mental health board consisting of at least ten members. The Solano County LMHB has been in existence since August 11, 1977 and consists of a diverse roster of sixteen members including one position filled by a member of the Board, currently held by Supervisor Seifert. To the extent possible, appointed members are to be drawn equally from each of the five Supervisorial Districts, and fifty percent of the LMHB's members are required to be direct mental health consumers or family members of consumers.

Ms. Elizabeth delaTorre has a Paralegal Certificate from Solano Community College and is currently attending the University of Phoenix to earn her degree. Ms. delaTorre's experiences include being a clinic manager at Nueva Vida in Dixon, a member service specialist with Kaiser Permanente and as a Mental Health Advocate-Solano County Mental Health, Solano County Mental Health Cultural Competency Committee Member, Nepantla Project workshop and Opportunity House as a house monitor. Her experience will be a great asset to the LMHB in their efforts to advocate for the needs of the mental health community.

FINANCING:

The costs associated with the LMHB are budgeted within the Department's FY2010/11 Requested Budget.

ALTERNATIVES:

The Board may choose not to approve the appointment. This is not recommended as the LMHB has reviewed the application and determined the recommended individual qualifies and has a desire to serve the County and its mental health consumers in this capacity.

OTHER AGENCY INVOLVEMENT:

The candidate's application was reviewed and approved by the LMHB.

CAO RECOMMENDATION:

APPROVE DEPARTMENT
RECOMMENDATION

DEPARTMENT HEAD SIGNATURE:



Patrick O. Duterte, Director of Health and Social Services

11/9/10
Date

Objective To Work in the field of Human Services/Human Resources

Experience Clinic Coordinator/Office Manager
05/2008-07/2009 -

- Responsible for day to day operation of the clinic,
- Responsible for scheduling of master calendar,
- Supervision of employees; volunteers, responsible for payroll submission and scheduling of shifts; submission of personnel documents and hire processing; process all disciplinary actions; prepare evaluations; conduct weekly employee meetings and trainings,
- Responsible for preparation and submission of all fiscal reports,
- Responsible for client intakes and assignment of case loads,
- Responsible for various consumer groups as facilitator,
- Responsible for fiscal duties including ordering supplies, handling petty cash, and submission of invoices for payment, purchasing items as needed for office,
- Responsible for assisting consumers in registering for college classes, completing paperwork for financial assistance and scheduling transportation,
- Worked closely with Solano County Mental health Liaison and staff to achieve program goals and objectives
- Assisted clients in completing paperwork for various programs,
- Responsible for Outreach and collaboration with targeted groups and other Human Services Agencies to facilitate wrap-around services,
- Translated documents from English to Spanish.

Member Services Specialist
05/1999-05/2004 -

- Translator
- Member advocate
- Handled member issues including coverage issues, financial issues, treatment issues, communication issues, requests for referrals to specialty clinics, providers issues, medication issues, COBRA issues, and all other issues that impacted the member's ability to obtain requested services.

Intern
2007-Present

- Mental Health Advocate-Solano County Mental Health
- Solano County Mental Health Cultural Competency Committee Member
- Nепantla Project Workshop-Faith In Action
- Opportunity House - House Monitor

Education **University of San Francisco**
1989-1990 Paralegal Certificate Program
Solano Community College, University of Phoenix
1996-Present
Human Services Certificate 2010, Community Health Outreach Certificate 1996
Pursuing B.S. Human Services/Sociology/Public Administration

Special Skills **Bilingual, Bicultural Spanish-English**
References References are available on request.