

INFORMATION

TAB SECTION: 5

 X ACTION REQUIRED

DATE OF MEETING: 3/24/11

PREPARED BY: Yeroshek

DATE MATERIAL PREPARED: 3/07/11

AGENDA ITEMS: Delegation of Contract Signing Authority to the Executive Director

ENCLOSURES: • Proposed Contract Delegation

OTHER MATERIAL RELATED TO ITEMS: none

Issue:

In compliance with Assembly Bill 5 of the Third Extraordinary Session of 2009 (AB 5xxx), the Mental Health Services Oversight and Accountability Commission (MHSOAC) is to operate independently from State Department of Mental Health (DMH). To facilitate the efficient day-to-day operation of the MHSOAC it is necessary to delegate contract signing authority to the Executive Director.

Background:

Until fiscal year 2010/2011 MHSOAC entered into contracts under the authority of DMH. AB 5xxx, which provided for the MHSOAC to administer its operations separate and apart from DMH, also granted the MHSOAC authority to enter into contracts. Most of the current contracts that were entered into by MHSOAC through DMH will expire in June 2011 and thus it is necessary to evaluate the need for those contracts and any other contracts related to the day-to-day operation of the MHSOAC.

In researching four other California Boards and Commissions it was found that the Executive Directors of those Boards and Commissions had delegated authority to approve and execute contracts within a specified dollar amount. Three of the four Boards and Commissions provided delegated authority to their respective Executive Directors to enter into contracts of \$100,000 or less and to enter into Interagency Agreements of \$200,000 or less. One Commission provided delegated authority to the Executive Director to enter into contract and Interagency Agreements of \$150,000 or less. The attached proposed Resolution delegating authority to the Executive Director is modeled after the delegation of authority of these other Commissions and Boards.

Proposed motion:

The MHSOAC adopts the proposed Contract Delegation resolution.