

SUMMARY OF COMMUNITY-BASED ORGANIZATION AGREEMENTS AND OTHER DIRECT TREATMENT PROVIDERS
REQUEST TO THE HEALTH COMMISSION

This Agreement is for the provision of direct treatment/services that serves as an extension of DPH's service delivery system.

Vendor: Westside Community Mental Health Center	Division/Section: Behavioral Health Services (BHS)
Address: 1153 Oak Street San Francisco, CA 94117	Deputy Director: _____ DPH Administrator: Hillary Kunins Program Administrator: Christine Soran Contract Analyst: Loan Tran Wu
Contact: Mary Ann Jones Phone: 415- 431-9000 x335	Phone: _____ Phone: 628-754-9433

Request for approval of a new Agreement with Westside Community Mental Health Center for Westside Clubhouse. The total proposed agreement amount is \$593,040 which includes a 12% contingency for the term of 3/15/2025 through 6/30/2026.

Mark only one for each question below:

- Vendor Type: ☐ For Profit ☒ Non-Profit ☐ Government Entity
- Is the Vendor a CMD Certified LBE? ☐ Yes ☒ No
- Purchasing Authority: ☐ RFP ☒ 21B Core Initiatives
- Does DPH have other existing agreements with this Vendor? ☒ Yes ☐ No
If yes, approximately how many years has DPH been doing business with this Vendor? Provide explanation, as needed. 20+ _____

AGREEMENT INFORMATION

Proposed Transaction

3/15/2025 to 6/30/2026

FUNDING SOURCES:

Opioid Settlement Fund

TOTAL DPH REVENUES:

Initial Year (3/15/25-6/30/25)	All Ongoing Years <i>exclude initial year</i>	Total
\$250,000	\$279,500	\$529,500
\$250,000	\$279,500	\$529,500

12% Contingency Amount

TOTAL AGREEMENT AMOUNT WITH CONTINGENCY:

\$30,000	\$33,540	\$63,540
\$280,000	\$313,040	\$593,040

ONE-TIME COSTS:

ANNUAL AMOUNT WITHOUT CONTINGENCY*:

\$250,000	\$279,500	\$529,000

**Ongoing years excludes one-time costs.*

PROPOSED UNITS OF SERVICES

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Mode(s) of Service & Unit of Service (UOS)/ Number of Contacts (NOC) Definition	Number of Clients X Duplicated Unduplicated	Number of Units/ NOC	Unit Cost = Total Contract Amount/Total UOS
Year 1 (3.5 months – startup) Cost Reimbursement First year costs include staffing and operating expenses, including adapting the model to fit individuals on Methadone, and outreach to SUD clients.			
Year 2 (12 months) Fee for Service Unit of Service is a Participant Day Participant day is defined as total available programming days (108) x participants per day (target 15) = 1620 participant days	180	1620	\$172.53/Participant Day

Purpose of Agreement:

The proposed agreement with Westside Community Mental Health Center is awarded under the 21B Core Initiatives (Fentanyl Ordinance) as a new program, Westside Clubhouse, an Evidence Based Practice for people with Serious Mental Illness that builds community to reduce social isolation and empowers individuals to pursue new opportunities with confidence. These services were previously designed to serve individuals with Serious Mental Illness (SMI) and were supported through private donations. DPH has asked Westside to adapt the Mental Health (MH) Clubhouse model in order to serve clients on Methadone making the Westside Clubhouse the first in the nation to adapt this MH evidence-based practice for people with Substance Use Disorders

This project supports the expansion of a Clubhouse operated by Westside Community Services to include both individuals living with Serious Mental Illnesses (SMIs) and Substance Use Disorders (SUDs). It should be noted that while private donations supporting services to individuals with SMI has ceased, the services to this population are ongoing and this larger presence serves to bolster community supports and connection.

The Clubhouse strives to provide a supportive environment where members can form meaningful social connections and take on responsibilities that enhance their sense of purpose including life, education, and job skills. The program aims to minimize social isolation for clients receiving medication treatment for their substance use disorder by fostering peer-to-peer support networks and promoting recovery.

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The Clubhouse offers a variety of activities that support individuals with SMIs and SUDs, including cooking, gardening, and vocational training to prepare them for employment and volunteer opportunities. All programs will be client-led, with guidance and support from Clubhouse staff.

Monitoring Report/Program Review & Follow-up:

This Agreement will receive annual monitoring through the DPH Business Office of Contract Compliance (BOCC), including performance and fiscal stability. Westside Clubhouse will submit monthly reports, including the following, and DPH will monitor their performance regularly.

- Number of clients enrolled in the Westside Clubhouse as new members
- Number of client visits to the Westside Clubhouse by all potential and new members
- Number of potential clients met during outreach visits to the Westside methadone program
- Monthly calendar of activities available at the Westside Clubhouse
- Quarterly reports on how client's Clubhouse experience affects their quality-of-life measures, done via member interviews and surveys, administered by Atlas Clarity, an independent, third-party organization who develops, implements, and evaluates the Clubhouse's client longitudinal outcomes.

Listing of Executive Director and Board of Directors:

Executive Director: Mary Ann Jones

Board of Directors: Donna Rowe, President

Ebony Smith, Vice-President

Carolyn Nash, Treasurer

Rachele Patin, Secretary

Dr. Joshwin Hall

Dr. Mary Ann Jones, Ex-Officio Director