



**MAYOR LEE BRAND**

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CITY OF FRESNO  
CITY CLERK'S OFFICE

**NOTIFICATION OF APPOINTMENT BY MAYOR  
TO BOARD OR COMMISSION**

**TO:** City Council

**THROUGH:** Yvonne Spence, City Clerk

**BY:** Lee Brand, Mayor

      

**Reappointment**

  **X**  

**New Appointment**

**Name of person replaced: Brad Hardie**

**Name:** Kathryn Wilbur

**Address:**



**Home Phone:**



**Business Phone:** N/A

**Appointed to:** Housing and Community Development Commission

**Term:** Through 6/30/2021

*City Council Agenda 10/10/19*

**CITY OF FRESNO**

# **Kathryn Wilbur • LCSW 74612**

CA 93723

## **Education**

UNIVERSITY OF SOUTHERN CALIFORNIA

May 2014

Master of Social Work

Concentration: Community, Organization, Planning, and Administration

CALIFORNIA STATE UNIVERSITY, FRESNO

May 2013

Bachelor of Art in Social Work

Magna Cum Laude, Phi Kappa Phi Honor Society

## **Training/Certifications**

Licensed Clinical Social Worker – LCSW 74612 (issued November 2016)

Valid until January 2020

Motivational Interviewing

2014

TF-CBT

2015

Pro-ACT Trainer (issued April 2019)

Valid until April 2021

## **Experience**

### **A Mind Above**

#### **Therapist**

September 27, 2019-Present

- Providing outpatient therapy to children, adolescents, and adults.
- Complete clinical documentation, assessments, and other required documentation in a timely fashion.
- Supervision associate level therapists providing clinical oversight and guidance.

### **MENTAL HEALTH SYSTEMS, INC.**

#### **Vice President – Clinical Services • Central Valley Region**

March 2018- August 2019

- Responsible for the oversight of MHS programs in the Central Valley and Northern California Region of California, including review of staff management, leadership and supervision, financial matters, administrative activities, record keeping, safety, and compliance with County and other funder's contract requirements.
- Build and maintain relationships with multiple Counties and funders.
- Develop new business by serving as a subject matter expert on contract proposals, including four successfully awarded proposals in fiscal year 18-19.
- Overall responsibility for program operation, staffing and successful achievement of contracted outcome/performance measures.
- Implements and monitors approved policies and procedures, ensure the highest quality of services and contract compliance.
- Ensures adherence to program budget and reviews monthly operating statements to ensure program integrity.

#### **Mental Health Systems, Inc. • Success First – Early Wraparound • Rancho Cucamonga, CA**

##### **Program Manager**

May 2017- February 2018

- Manage daily operations of a 50 clients early wraparound program.
- Eliminated \$30,000 fiscal year deficit within 2 months.
- Trained staff and implemented the use of Intensive Care Coordination services and Therapeutic Behavioral Services.
- Manage disciplinary action for staff failing to meet expectations or failing to follow procedures.
- Manage fiscal aspects of program including monthly budget reviews and line item allocations.
- Built and maintained relationships with community partners to generate referrals.

#### **Mental Health Systems, Inc. • Fresno Family Connections Program • Fresno, CA**

##### **Program Manager**

November 2016- April 2017

- Managed transfer of all clients, closure of records, and all operations at end of contract period.
- Manage an average 450 client, 30 staff program with a budget of 3.1 million dollars per year contact providing mental health services to families and children involved in the Fresno County Child Welfare system.
- Complete monthly and bi-annual outcomes report for Fresno County.
- Create and implement policies and procedures to improve work flows and functioning of program.
- Collaborate with county administrators to ensure compliance with program requirements and improve client care.
- Performance manage 25-30 staff members to improve productivity, timeliness, and functioning.
- Manage disciplinary action for staff failing to meet expectations or failing to follow procedures.
- Manage fiscal aspects of program including monthly budget reviews and line item allocations.
- Complete Managed Care Medi-Cal chart reviews and implement plans of correction.

**Program Supervisor**

*August 2016- October 2016*

- Provide weekly administrative supervision to 20-25 clinicians and family support specialists staff members documenting performance, client care, and providing coaching to improve performance.
- Complete on-boarding and training process of new staff members.
- Collaborate with county administrators to ensure compliance with program requirements and improve client care.
- Improved monthly average billing by 15,000 units per month.

**Lead Clinician**

*January 2016- August 2016*

- Oversee implementation of Katie A subclass services at the program level
- Supervise family support specialists
- Review Medi-Cal documentation
- Conduct mental health assessments on infants, children, and adults.
- Provide individual and family therapy for 25-30 infants, children, and adults utilizing play therapy, structural family therapy, cognitive behavioral therapy, family systems therapy.
- Collaborate with system partners including the child welfare system, school systems, and other providers.

**Mental Health Systems, Inc. · Fresno Children's Wraparound Program · Fresno, CA**

**Facilitator**

*March 2014-June 2015*

- Provides case management services for clients and families with mental illness involved in the child welfare system (WIC 300s) and juvenile justice system (WIC 600s) to assist youth in staying in the least restrictive environment possible.
- Lead strength based, family driven teams to meet the needs of clients and families.
- 24/7 crisis intervention in the field for clients and families.
- Provides coordination with system partners to ensure clients are receiving all appropriate and congruent services.
- Delivered individualized interventions in the community setting to youth with mental illness, whom are involved in the child welfare system and juvenile justice system.
- Meet with youth while incarcerated in preparation for re-entry.
- Worked as a team member to provide support to the entire family system.