



C A L I F O R N I A   D E P A R T M E N T   O F

# Mental Health

1600 9th Street, Sacramento, CA 95814  
(916) 654-2309

November 27, 2006

DMH INFORMATION NOTICE NO.: 06-14

TO: LOCAL MENTAL HEALTH DIRECTORS  
LOCAL MENTAL HEALTH PROGRAM CHIEFS  
LOCAL MENTAL HEALTH ADMINISTRATORS  
COUNTY ADMINISTRATIVE OFFICERS  
CHAIRPERSONS, LOCAL MENTAL HEALTH BOARDS

SUBJECT: DISASTER COORDINATOR ROSTER and TIPS FOR  
REQUESTING MUTUAL AID

REFERENCE Section 416 of the Robert T. Stafford Disaster Relief and  
Emergency Assistance Act

Attached is the 2006 County Mental Health Disaster Coordinator Roster compiled by the Department of Mental Health Disaster Assistance Program. The roster has been updated as of October 23, 2006, to identify the primary and alternate contact for your county in the event a disaster occurs. A roster change form is included for use to update information that may no longer be accurate. Of significant importance is the need for accurate telephone numbers. Please insure that the State Department of Mental Health Disaster Assistance Program has current telephone numbers for your county disaster coordinator. If you have any changes, please return the roster change form to Gladys Mitchell, Disaster Assistance Coordinator, by **December 1, 2006**. You may email the form directly to [gladys.mitchell@dmh.ca.gov](mailto:gladys.mitchell@dmh.ca.gov) or fax it to (916) 653-8752.

Also, attached for your reference when requesting mutual aid are the following documents: Tips on Requesting Mutual Aid and A Brief Example of Mental Health Mutual Aid Request. These documents are based on the Emergency Managers Mutual Aid Guidance ([EMMA](#)) . Please note the mutual aid tips are suggested guidelines that can be used until the Mental Health Mutual Aid Plan has been approved. If you have any questions, please contact Gladys Mitchell at (916) 654-3598.

Sincerely,

Original signed by:

STEPHEN W. MAYBERG, Ph.D.  
Director

Enclosures