

AGREEMENT FOR SERVICES #4271  
AMENDMENT I

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This Amendment I to that Agreement for Services #4271, is made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and Sierra Child and Family Services, a California non-profit public benefit corporation qualified as a tax exempt organization under Title 26 Code of Federal Regulations, Section 1.501(c)(3), commonly referred to as Section 501(c)(3) of the Internal Revenue Code of 1986, duly qualified to conduct business in the State of California, whose principal place of business is 4250 Fowler Lane, Suite 204, Diamond Springs, CA 95619 (Mailing: PO Box 1987, Diamond Springs, CA 95619); (hereinafter referred to as "Contractor");

**RECITALS**

**WHEREAS**, Contractor has been engaged by County to provide Student Outreach and Engagement Centers and Mental Health Supports at El Dorado High School District sites, in accordance with Agreement for Services #4271, dated October 22, 2019, incorporated herein and made by reference a part hereof; and

**WHEREAS**, the parties hereto have mutually agreed to expand the scope of services to add Golden Sierra High School and outcome measures outlined in Exhibit B, marked, "MHSA Year-End Progress Report," hereby amending **ARTICLE I – Scope of Services**; and

**WHEREAS**, the parties hereto have mutually agreed to amend **ARTICLE III – Compensation for Services** and **ARTICLE IV – Maximum Obligation**; and

**NOW THEREFORE**, the parties do hereby agree that Agreement for Services #4271 shall be amended a First time as follows:

1) Articles I, III, and IV are hereby amended in their entirety to read as follows:

**ARTICLE I**

**Scope of Services:**

A. Services: Contractor agrees to provide a licensed, waived, or registered mental health professional ("Mental Health Clinician"), and if necessary, a Mental Health Assistant, for the provision of Student Outreach and Engagement Centers and Mental Health Supports at the following high schools: El Dorado High School, Ponderosa High School, Independence High School, Oak Ridge High School, Union Mine High School, and Golden Sierra High School. Said worker(s) shall be at each high school at least one (1) day per week.

Contractor shall work with each school site to establish a dedicated Student Outreach and Engagement Center that is accessible, inviting, and supportive to students seeking mental health education, mental health services, linkage to community services, and outreach.

Student Outreach and Engagement Center and Mental Health Support services may include, but are not limited to:

- Mental health assessments;
- Individual mental health clinical services;
- Mental health education to students, parents, faculty, and staff;
- Outreach to students, parents, faculty, and staff;
- Referrals and linkage to County and community mental health organizations;
- Referrals to and collaboration with the El Dorado County Community Hubs for non-mental health needs;
- Collaboration with County agencies, community organizations, stakeholders, students, faculty, school staff, parents, and other caregivers;
- Data collection.

The Mental Health Clinician shall provide direct services such as individual clinical assessments and counseling services, as well as ongoing supervision of mental health staff. The Mental Health Assistant shall fulfill administrative roles, including, but not limited to data collection, reporting outcomes, submitting referrals, verifying linkage, and creating and posting information to social media platforms.

Both the Mental Health Clinician and the Mental Health Assistant shall coordinate and facilitate connections with the Community Hubs, as appropriate and as authorized by the student. Contractor shall follow-up with students to verify services were pursued, identify any barriers to service, and help identify options to address barriers to service. Contractor shall not provide duplicative services to those provided through the Community Hubs (e.g., navigating acquisition of insurance).

Additionally, Contractor may host and/or participate in monthly collaboration meetings with community partners, including, but not limited to, education, Behavioral Health, primary care physicians, Public Health nurses, Community Hub staff, and community non-profit organizations.

With input derived from high school staff, faculty, students, and parents, Contractor shall provide customized trainings. Topics may include, but are not limited to, the impact of trauma on life functioning, coping with anxiety, how to seek help and locate community resources, signs of depression, signs of abuse, and trauma-informed crisis intervention. When appropriate, Contractor shall collaborate with community partners to provide trainings. In order to ensure success of the project, the trainings are a necessary component.

- B. Outcomes: Annually, Contractor shall report on the outcome measures outlined in Exhibit B, marked, “MHSA Year-End Progress Report,” attached hereto and incorporated by reference herein.

Contractor shall provide ongoing monitoring and evaluation of program services. Contractor bears sole responsibility for obtaining the authorization for and cost of use of all survey, assessment, and evaluation tools.

**ARTICLE III**

**Compensation for Services:**

- A. Contractor shall submit monthly invoices no later than thirty (30) days following the end of a “service month” except in those instances where Contractor obtains written approval from HHSA Director or Director’s designee granting an extension of the time to complete billing for services or expenses. For billing purposes, a “service month:” shall be defined as a calendar month during which Contractor provides services in accordance with the Article titled “Scope of Services.” Each invoice shall be accompanied by supportive documentation to verify all costs identified on the monthly invoice.
- B. Reimbursable Expenses: In addition to the services specifically addressed in the Article contained herein titled, “Scope of Services,” reimbursable expenses may also include, but is not limited to, program supplies, printing costs, office supplies or equipment, light furnishings, art supplies, snacks, or other items needed for group facilitation. Original receipts, invoices, or other proof of payment must be submitted with any monthly invoice that includes a claim for Reimbursable Expenses. Any expenses not outlined in the Article titled, “Compensation for Services,” and any single Reimbursable Expense in excess of \$500, must be approved by HHSA/BHD in writing, in advance of incurring the cost to be eligible for reimbursement under this Agreement.
- C. Staff Rates: For the purposes of this Agreement, the hourly rate paid to the Contractor shall be all-inclusive (i.e., wages and benefits).

| Staff                   | Rate per hour |
|-------------------------|---------------|
| Mental Health Clinician | \$60.00       |
| Mental Health worker    | \$40.00       |

- D. Not-to-Exceed

| Term                           | Not-to-Exceed |
|--------------------------------|---------------|
| Upon execution – June 30, 2020 | \$218,000.00  |
| July 1, 2020 – June 30, 2021   | \$260,000.00  |

In no event shall County be obligated to pay Contractor for any amount in excess of the maximum obligation amount of this Agreement.

- E. Invoices: For all satisfactory services provided herein, County agrees to pay Contractor monthly in arrears and within forty-five (45) days following the County’s receipt and approval of itemized invoice(s) identifying services rendered. Invoices shall be sent as follows, or as otherwise directed in writing by County:

***Please Send Invoices to:***

County of El Dorado  
Health and Human Services Agency  
Attn: Finance Unit  
3057 Briw Road, Suite B  
Placerville, CA 95667-5321

**Supplemental Invoice Process:** For those situations where a service is disallowed by HHSA on an invoice, or inadvertently not submitted on an invoice, and a corrected invoice is later submitted ("Supplemental Invoice"), Supplemental Invoices for services provided during the period **July 1<sup>st</sup> through June 30<sup>th</sup>** for each year of this Agreement and received by HHSA after July 31 of the subsequent fiscal year, shall be neither accepted nor paid by the County. Requests for exceptions to pay an invoice received after July 31 of the subsequent year, must be submitted in writing and must be approved by HHSA's Chief Fiscal Officer.

**ARTICLE IV**

**Maximum Obligation:** The maximum contractual obligation under this Agreement, as amended, shall not exceed \$478,000.00 for all of the stated services and expenditures during the term of the Agreement.

Except as herein amended, all other parts and sections of that Agreement #4271 shall remain unchanged and in full force and effect.

**Requesting Contract Administrator Concurrence:**

By: \_\_\_\_\_  
Jamie Samboceti, Deputy Director  
Behavioral Health Division  
Health and Human Services Agency

Dated: \_\_\_\_\_

**Requesting Department Head Concurrence:**

By: \_\_\_\_\_  
Don Semon, Director  
Health and Human Services Agency

Dated: \_\_\_\_\_

**IN WITNESS WHEREOF**, the parties hereto have executed this First Amendment to that Agreement for Services #4271 on the dates indicated below.

**-- COUNTY OF EL DORADO --**

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Brian Veerkamp, Chair  
Board of Supervisors  
"County"

ATTEST:  
Kim Dawson  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy Clerk

Dated: \_\_\_\_\_

**-- CONTRACTOR --**

SIERRA CHILD AND FAMILY SERVICES  
(A CALIFORNIA NONPROFIT CORPORATION)

By: \_\_\_\_\_  
Barry Harwell  
"Contractor"

Dated: \_\_\_\_\_