

116

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Department of Public Social Services

SUBMITTAL DATE:
November 1, 2011

SUBJECT: Increase the Maximum Reimbursable Amount of Contract CS-01066 with Mental Health Systems to provide a Family Partners Program

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and authorize the Chairman of the Board to sign the attached Amendment #8 to CS-01066 with Mental Health Systems for the period of July 1, 2011 - June 30, 2012 for an amount not to exceed \$226,590.
2. Authorize the Director of the Department of Public Social Services (DPSS) to administer the contract.
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise the renewal option, based on the availability of fiscal funding, and to sign amendments that do not change the substantive terms of the agreement, including amendments to the compensation provision that do not exceed the annual CPI rates.

Continued - 2 pages in total

Pat Reynolds for Susan Loew
Pat Reynolds, Assistant Director for Susan Loew, Director

| | | | | |
|-------------------------|-------------------------------|------------|---|--------------------------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$ 226,590 | In Current Year Budget: | Yes |
| | Current F.Y. Net County Cost: | \$ 0 | Budget Adjustment: | No |
| | Annual Net County Cost: | \$ 0 | For Fiscal Year: | 11-12 |
| SOURCE OF FUNDS: | | | Positions To Be Deleted Per A-30 | <input type="checkbox"/> |
| 62% State | | | Requires 4/5 Vote | <input type="checkbox"/> |
| 38% CBCAP | | | | |

C.E.O. RECOMMENDATION: APPROVE

BY: *Debra Cournoyer*
Debra Cournoyer

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Buster, seconded by Supervisor Benoit and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Stone, Benoit and Ashley
Nays: None
Absent: Tavaglione
Date: December 6, 2011
xc: DPSS, Purchasing

Kecia Harper-Ihem
Clerk of the Board
By: *[Signature]*
Deputy

3.27

Prev. Agn. Ref.: 3.39 (5/24/11)

District: All

Agenda Number:

ATTACHMENTS FILED

FORM APPROVED COUNTY COUNSEL

Purchasing: *[Signature]*
Mark Seiler, Assistant Director
Departmental Concurrence

DATE: 11/1
BY: *[Signature]*
MARSHAL VICTOR

Policy ☒ Policy ☒
Consent ☐ Consent ☐

Dept's Recomm.:
Per Exec. Ofc.:

Re: Increase the Maximum Reimbursable Amount of Contract CS-01066 with Mental Health Systems to provide a Family Partners Program

BACKGROUND (Continued):

On June 8, 2010, Agenda Item 3.55, the Board of Supervisors approved the Family Partners Program, a new component to the Family Preservation Court program. The use of the Family Partners component is highly encouraged and recommended by the state for utilization in each county. DPSS' Children's Services Division System Improvement Plan includes the development of a Family Partners Program. On May 24, 2011, Agenda Item 3.39, the Board of Supervisors approved the renewal agreement with Mental Health Systems to provide Family Preservation Court/Time Limited Reunification Services for the period of July 1, 2011- June 30, 2012.

The purpose of the Family Partners Program is to partner with successful parents previously involved with CSD to guide policy and practice and improve the manner in which services are delivered to families in Riverside County. The program also strives to provide families with a support network of Family Partners to mentor families as they navigate through the Child Welfare System. Family Partners promotes and facilitates positive parent engagement with CSD. For FY2011/12, DPSS is requesting additional funding in the amount of \$85,782 to continue this program.

FINANCIAL:

These funds are from CBCAP with no fiscal impact to the County general budget.

CONCUR/EXECUTE:

County Purchasing and Fleet Services

SL:ko

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AMENDMENT # 8
PROFESSIONAL SERVICES AGREEMENT WITH
Mental Health Systems
Family Preservation Court / Family Partners Program

PROFESSIONAL
SERVICES CONTRACT: CS-01066-08

CONTRACT TERM: July 1, 2011 through June 30, 2012

EFFECTIVE DATE
OF AMENDMENT: July 1, 2011

MAXIMUM AMOUNT: \$226,590

The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and Mental Health Systems, hereinafter referred to as Contractor, is amended in the following particulars and no others:

1. On the Recitals Page, and every page thereafter, amend all references to the contract number to read: CS-01066-08
2. On the Recitals Page, amend the Maximum Reimbursable Amount to read:
"\$226,590"
3. Amend Section IV. Contractor Responsibilities, to include:

"H. Family Partners Program

1. The Family Partners Program will consist of, but not be limited to:
 - a. A twelve (12) week program following the approved curriculum;
 - b. Mentoring of the volunteer Family Partners;
 - c. Continued support by means of a Parent Partner Support Group;
 - d. Group will consist of no less than four (4) and no more than ten (10) participants.
2. Family Partners must:
 - a. Be post-file clients;
 - b. Have successfully reunified with their child or children or have voluntarily decided to relinquish the child to a permanent plan which serves the best interest of their child over their own;
 - c. Have had their CSD case closed for a minimum of six (6) months.
 - d. Complete a Live Scan with County Human Resources (HR) and submit the appropriate paperwork; and
 - e. Have no violent felonies on record;
 - f. Be selected from the Family Preservation Court Program or recommended by CSD;
 - g. Graduate from the Family Partners Program; and,
 - h. Be considered a volunteer in the program; they will not receive compensation for attending and completing the Partners Program training.
3. Once certified, the Family Partner may participate in activities, which are approved by CSD. *Not all Family Partners will participate in activities.* These activities will be

approved by DPSS prior to any participation by a Family Partner. Lists of the approved activities will be retained by DPSS and Contractor.

4. Family Partners will receive compensation as detailed in the Unit of Service descriptions in section VIII. Fiscal Provisions, of this contract.”
4. Amend Section VII. Reporting, to include:
 - “B. Reporting for the Family Partners Program shall be completed on a monthly basis, and sent no later than the 15th of each month for the month prior to contractreporting@riversidedpss.org and consist of:
 1. Family Partner Name;
 2. Graduation date;
 3. Approved Activity(ies);
 4. The number of Family Partners recruited and;
 5. The number of Family Partners retained through the program.
5. Delete Section VIII. Fiscal Provisions, subsection A in its entirety and replace with the following:

“A. MAXIMUM AMOUNT

Total payment under this Contract shall be allocated as follows:

| # of Units | Cost per Unit | Type | Total Funds |
|--|--------------------------|-------------------------|------------------|
| Individual Counseling | | | |
| 490 | \$74.00 | CAPIT | \$36,260 |
| 645 | \$74.00 | Family Partners Program | \$47,730 |
| Group | | | |
| 614 | \$62.00 | CAPIT | \$38,068 |
| 84 | \$31.00 | Family Partners Program | \$2,604 |
| Case Management | | | |
| 781 | \$24.00 | CAPIT | \$18,744 |
| 1207 | \$24.00 | Family Partners Program | \$28,968 |
| Pre-approved Activities for Graduated Family Partners | | | |
| 72 | ½ Day Rate of \$45.00 | Family Partners Program | \$3,240 |
| 36 | Full Day Rate of \$90.00 | Family Partners Program | \$3,240 |
| Urine Analysis (Drug Testing) | | | |
| 1989 | \$24.00 | CAPIT | \$47,736 |
| Total Maximum Reimbursable Amount (MRA) | | | \$226,590 |

6. Delete Section VIII. Fiscal Provisions, subsection B in its entirety and replace with the following:

"B. COST OF SERVICE RATE

The Contractor shall be paid for each unit of service, where a unit represents the following:

| Meaning | Description |
|--|---|
| Individual Counseling | |
| A single session with one (1) client is a single Unit. | <ul style="list-style-type: none"> • 50 minute sessions; • Substance abuse intervention and treatment; • Case Management (documenting notes, contacting Social Worker); • Administrative Support (reporting, making phone calls); and • Operating Costs. |
| Group Counseling | |
| Each Group is a single Unit. The client ratio cannot exceed 15 clients to one (1) facilitator. | <ul style="list-style-type: none"> • 90 minute sessions; • Substance abuse intervention and treatment; • Case Management (documenting notes, contacting Social Worker); • Administrative Support (reporting, making phone calls); and • Operating Costs. |
| Case Management | |
| A single session with one (1) client or one Family is a Single Unit. | <ul style="list-style-type: none"> • Face-to-face time with client; • Case Management (documenting notes, contacting Social Worker); • Administrative Support (reporting, making phone calls); and • Operating Costs. |
| Pre-Approved Activities for Graduated Family Partners | |
| A single Unit is one (1) Family Partner | <ul style="list-style-type: none"> • ½ Day participation equivalent to two (2) to five (5) hours within a 24 hour period; or • 1 Full Day participation equivalent to five (5) to eight (8) hours within a 24 hour period. |
| Urine Analysis (Drug Testing) | |
| A single Unit is equal to one (1) drug screen. | <ul style="list-style-type: none"> • Collection and Processing; • Administrative Support; and • Operating Costs. |

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #8 to the Contract.

Riverside County

Mental Health Systems

Bob Buster
Bob Buster
Chair of the Board of Supervisors

Kimberly Bond
Kimberly Bond
President

DEC 06 2011
Date

11/9/11
Date

ATTEST
KECIA JARPER, IHCM Clerk
By [Signature]
DEPUTY

FORM APPROVED COUNTY COUNSEL

BY: MB Victor 11/1/11
MARSHAL VICTOR DATE