



# RESOLUTION No. 22-051

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

**RESOLUTION APPROVING EXECUTION OF AMENDMENT 1 WITH NAMI NEVADA COUNTY FOR SERVICES INCLUDING FAMILY SUPPORT AND NAVIGATION SERVICES TO INCREASE THE CONTRACT PRICE FROM \$23,359 TO \$53,359 (AN INCREASE OF \$30,000), REVISE EXHIBIT "A" SCHEDULE OF SERVICES TO INCORPORATE ONE-TIME PURCHASES OF PROGRAM SUPPLIES AND AMEND EXHIBIT "B" SCHEDULE OF CHARGES AND PAYMENTS TO REFLECT THE INCREASE IN THE MAXIMUM CONTRACT PRICE FOR THE CONTRACT TERM OF JULY 1, 2021, THROUGH JUNE 30, 2022 (PESP4317)**

WHEREAS, on August 10, 2021, per Purchase Order PESP4317, the Nevada County Purchasing Agent authorized the execution of the Professional Services Contract between the County of Nevada and NAMI Nevada County to provide Family Support and Navigation Services as a component of the County's Mental Health Services Act Community Services and Supports (CSS) Plan; and

WHEREAS, navigation of mental health services can be extremely challenging for individuals with serious mental illness and their families; and

WHEREAS, NAMI will provide family support, education, and navigation assistance for families of individuals with serious mental illness; and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$23,359 to \$53,359 (an increase of \$30,000), revise Exhibit "A" Schedule of Services to incorporate one-time purchases of program supplies and amend Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract price.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that the Amendment No. 1 to that contract by and between the County and NAMI Nevada County, with a contract term of July 1, 2021 through June 30, 2022 in the maximum amount of \$53,359, be and hereby is approved, and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Amendment on behalf of the County of Nevada.

Funds to be disbursed from account: 1512-40110-493-1000/521520

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 25th day of January, 2022, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller and Susan K. Hoek and Hardy Bullock.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Susan K. Hoek, Chair

1/25/2022 cc: BH\*\*  
AC\*  
NAMINC\*

**AMENDMENT #1 TO THE CONTRACT WITH NAMI  
NEVADA COUNTY (PESP4317)**

**THIS AMENDMENT** is executed this January 25, 2022 by and between NAMI NEVADA COUNTY, hereinafter referred to as “Contractor” and COUNTY OF NEVADA, hereinafter referred to as “County”. Said Amendment will amend the prior Agreement between the parties entitled Professional Services Contract, executed on August 10, 2021 per Purchase Order No. PESP4317; and

**WHEREAS**, the Contractor provides Family Support and Navigation Services as a component of the County’s Mental Health Services Act Community Services and Supports (CSS) Plan; and

**WHEREAS**, the parties desire to amend their Agreement to increase the contract price from \$23,359 to \$53,359 (an increase of \$30,000), revise Exhibit “A” Schedule of Services to incorporate one-time purchases of program supplies and amend Exhibit “B” Schedule of Charges and Payments to reflect the increase in the maximum contract price.

**NOW, THEREFORE**, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of 1/1/22.
2. That Maximum Contract Price, shall be amended to the following:  
\$53,359
3. That the Schedule of Services, Exhibit “A” is amended to the revised Exhibit “A” attached hereto and incorporated herein.
4. That the Schedule of Charges and Payments, Exhibit “B” is amended to the revised Exhibit “B” attached hereto and incorporated herein.
5. That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

COUNTY OF NEVADA:

By: *Susan Hoek*  
Susan Hoek (Jan 25, 2022 12:36 PST)  
Susan Hoek  
Chair of the Board of Supervisors

CONTRACTOR:

By: *Lael A Walz*  
Lael A Walz (Jan 21, 2022 11:49 PST)  
NAMI Nevada County  
PO Box 1313  
Grass Valley, CA 95945

ATTEST:

By: *Julie Patterson-Hunter*  
Julie Patterson-Hunter  
Clerk of the Board of Supervisors

**EXHIBIT "A"**  
**SCHEDULE OF SERVICES**  
**NAMI NEVADA COUNTY**

NAMI Nevada County, herein referred to as "Contractor", shall provide Family Support and Navigation Services as a component of the County's Mental Health Services Act Community Services and Supports (CSS) Plan for the Nevada County Department of Behavioral Health, herein referred to as "County".

**Background**

NAMI Nevada County (NAMI NC) was incorporated in 1985 as the Nevada County Alliance for the Mentally Ill, Inc., a non-profit with specific purposes that included: promoting the general welfare and better treatment for those with mental illnesses, collecting and disseminating information regarding mental illness; informing the public regarding mental health services and needs; working to reduce the stigma of mental illness, and promoting greater understanding and support for families who provide care and assistance. NAMI NC has been true to that beginning throughout the past 35 years.

NAMI will provide family support and education that includes community system navigation for families who are struggling in understanding and accessing services in the forensic, education, social services, and treatment arenas. Mental health navigation is a growing field especially for mental health consumers. Families whose loved ones are not able to navigate systems due to their health conditions need help in learning what is often unfamiliar systems. When families learn and can help supportively, their family member who is struggling does better.

NAMI NC's educational curriculum is based on NAMI's Family-to-Family program: which not only provides information and strategies for taking care of the person with the illness, but also participant find out that they're not alone. Recovery is a journey, and there is hope. The group setting of NAMI Family-to-Family provides mutual support and shared positive impact, and allows participants to experience compassion and reinforcement from people who understand their situation. Through Family-to-Family participants learn that there are "Predictable Stages of Emotional Response" when dealing with someone you love who has a mental illness.

**Contractor shall:**

- Provide peer-led education and support meetings three times per month
- Provide educational meetings 12 times per year. One of these meetings will be in collaboration with Turning Point, and one will be school-based for parents of school-aged youth.

- Link participants with the NAMI Basics, a 6-session education program for parents, caregivers and other family who provide care for youth (ages 22 and younger) who are experiencing mental health symptoms
- Provide follow-up education and support
- Hire or contract with navigator to help families navigate community systems while providing specific support, education, and coaching to individual families who are struggling with understanding and navigating the forensic, education, social services, and treatment arenas.

Despite progress in addressing explicit discrimination, racial inequities continue to be deep, pervasive, and persistent across the country. Though we have made many strides toward racial equity, policies, practices, and implicit bias have created and still create disparate results. Through partnerships with the community, Nevada County Behavioral Health strives to address these inequities and continue progress in moving forward.

Contractor is encouraged to have a diverse and inclusive workforce that includes representation from the disparate communities served by our county. Contractor is expected to think holistically about creating services, program sites and an employee culture that is welcoming and inclusive. Contractor should track metrics on Diversity, Equity, and Inclusion outcomes within their service delivery. Additional efforts should be made to identify and highlight growth opportunities for equitable outcomes, access to services, and other opportunities. Contractor shall consult with County contract manager about proposed metrics to track.

Services should be designed to meet clients' diverse needs. Contractor will be expected to participate in the NCBH Cultural Competency program, participate in trainings and tailor outreach efforts and marketing materials to engage a diverse population of community members. Given that Spanish is a threshold language in Nevada County, a special emphasis should be placed on engaging Latinx communities and providing services in Spanish.

#### One-Time Funding

Due to higher than anticipated MHSAs revenues in FY 20/21, NCBH will provide funding for one-time purchases to support program operations. One-time purchases will include laptops, iPads, printers, projector and accessories, software, and program education materials.

#### **Outcomes and Reporting**

- I. Performance Outcomes:
  - a. Number and attendance of education and support meetings, including topics and speakers of educational meetings
  - b. Number of participants linked to NAMI Basics program
  - c. Number of participants provided navigation services

- d. 70% of participants will demonstrate improvement according to the Caregiver Strain Questionnaire

II. Reporting:

- a. Quarterly and Annual Exhibit 6 Reports of the total number of unduplicated individuals served by each program/service during the fiscal year. The Exhibit 6 Report shall be submitted no later than 30 days following the end of each reporting quarter. Reports are due: November 1, February 1, May 1, and August 1.
- b. Contractor shall submit Annual number of individuals served/demographic data to the Nevada County Behavioral Health Department within 30 days of the end of the Fiscal Year (August 1). Template to be provided by Nevada County Behavioral Health.
- c. MHSA Annual Progress Report including outcomes and participant story or feedback



**EXHIBIT "B"**  
**SCHEDULE OF CHARGES AND PAYMENTS**  
**NAMI NEVADA COUNTY**

County shall pay to Contractor a maximum not to exceed \$53,359 for the entire contract term, for satisfactory performance of services in accordance with Exhibit "A".

As compensation for services rendered to County, Contractor shall be reimbursed for actual salary/benefits and project costs incurred in carrying out the terms of the contract. Contractor shall bill County monthly, and each invoice shall state the amount of personnel hours/benefits and reimbursement expenses being claimed by funding source. Contractor agrees to be responsible for the validity of all invoices.

**One Time Program Support Funds**

Upon execution of this amendment to add one time program support funds, contractor may submit a separate invoice advance request for up to \$30,000 of the total \$30,000 for the purchase of laptops, ipads, printers, projector and accessories, software and program education materials. Monthly contractor shall provide a reconciliation including receipts and supporting documentation of what purchases were supported by the \$30,000. Upon completion of purchases/services contractor shall provide a final reconciliation and supporting documentation of the one time program support costs and remit any unspent funds. Reconciliations must be provided no later than July 15th, 2022 and remit any unspent funds by July 31st, 2022.

The project maximum is based on the following estimated project budget:

<b>NAMI Nevada County</b>	
<b>FY 2021/2022 Budget</b>	
Personnel Salaries	\$16,845
Program Costs	\$5,100
Evaluation Program Costs	\$150
One-Time Supplies and Materials	\$30,000
Overhead/Administration Costs	\$1,264
<b>Total 21/22 Expenses</b>	<b>\$53,359</b>

Mileage reimbursement rate may not exceed the current IRS allowable rate.

**BILLING AND PAYMENT:**

Should modification to or changes to the budget line items be needed, a written request for modification shall be submitted for approval to the Director and or his/her designee. County at its sole discretion shall determine if the change will continue to meet the contract objectives and approve or deny the request.

County shall review the billing and notify the Contractor within fifteen (15) working days if an individual item or group of costs is being questioned. Contractor has the option of delaying the entire claim pending resolution of the cost(s). Payments of approved billing shall be made within thirty (30) days of receipt of a complete, correct, and approved billing.

To expedite payment, Contractor shall reference the Resolution Number assigned to their Contract on their invoice.

Contractor shall submit invoices for services to:

HHS Administration  
Attn: BH Fiscal  
950 Maidu Avenue  
Nevada City, CA 95959