

AMENDMENT #1 TO THE CONTRACT WITH CRISIS INTERVENTION SERVICES DBA SIERRA COMMUNITY HOUSE (Res 21-218)

THIS AMENDMENT is executed this January 25, 2022 by and between CRISIS INTERVENTION SERVICES DBA SIERRA COMMUNITY HOUSE, 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 June 15, 2021 per Resolution RES 21-218); and

WHEREAS, the Contractor operates provision of Latino Outreach Services, Suicide Prevention Services, Homeless Outreach, Family Support and Parenting Classes, and Mental Health Stigma Reduction as a component of the County’s Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI); and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$116,295 to \$232,307 (an increase of \$116,012), revise Exhibit “A” Schedule of Services to incorporate one-time program expansions and purchases 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: \$232,307
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
Chair of the Board of Supervisors

ATTEST:

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

CONTRACTOR:

By: _____
Crisis Intervention Services dba
Sierra Community House
948 Incline Way
Incline Village, NV 89451

EXHIBIT “A”
SCHEDULE OF SERVICES
CRISIS INTERVENTION SERVICES

Crisis Intervention Services, herein referred to as “Contractor”, agrees to provide Latino Outreach and Linkage Services, Suicide Prevention Services, Homeless Outreach Services, Family Support/Parenting Classes, and Mental Health Stigma Reduction Services as a component of the County’s Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Plan for the Department of Behavioral Health, herein referred to as “County”.

1) Latino Community Outreach and Intervention

In Nevada County the Latino population is growing. Truckee's Latino population is also growing. Between the year 2000 and 2014, the Latino population increased by 54% from 1,773 to 2,731 (American Community Survey). According to the 2011 Tahoe Forest Hospital District Community Health Needs Assessment, the Latino population faces significant disparities in many health indicators, including experiencing more days with poor physical and mental health than the rest of the population. The TTCF 2019 Issue Brief indicated that 57% of adults had experienced symptoms of depression within the past 30 days, and highlighted 2014 community data showing a higher level of poor mental health days for Latino community members and low-income community members. The data indicated that Latino adults in the North Tahoe-Truckee area averaged 10.4 poor mental health days per month, compared to an average of 8.4 days for other adults in the region. Other assessments over the past several years have pointed to a need for greater multi-cultural mental health services. With respect to mental health, in particular, Crisis Intervention Services has identified a great deal of stigma and fear among Latinos about reaching out for help with mental health issues. This population is underserved in accessing Spanish speaking resources, especially mental health services. In addition, the local population is impacted by confusing county lines which create barriers to easy access of services.

Crisis Intervention Services has been serving the Latino population in Truckee since 2001. Crisis Intervention Services has a Promotora Program who hires paraprofessionals to help Latino families connect to health resources and to offer health education. Crisis Intervention Services has developed a cadre of three Promotoras over the last three years who have developed Mental Health outreach and engagement groups to decrease stigma in accessing and receiving mental health services in the Latino Community. Crisis Intervention Services has also created a Family Advocate position to work with community members identified by the Promotoras, Truckee Case Manager, and Truckee Homeless Outreach Worker as needing more significant mental health services. The Family Advocate will provide linkage and access to services regardless of which county the community member lives in.

Through workshops, support groups and/or peer support services, a minimum of 100 Latino individuals annually will receive mental health education and support. Culturally and linguistically appropriate referrals to mental health services will be offered to participants requesting additional help and/or those demonstrating signs or symptoms that are identifiable based on staff training level. The Training Workshops program is open to all members of the community, and workshops are presented in Spanish. Most participants come from the Kings Beach community. The participant group ranges from interested community members seeking to improve their lives to seasoned Promotoras, some of whom have served as community educators for many years. The Group Supports program is offered to graduates of the Latino Leadership Groups. These groups provide additional support to the attendees and help strengthen the skills learned in the Leadership Groups. The Youth Latino Leadership Support group is open to all Latino Youth, 6-18 years old, in the North Lake Tahoe community. The Promotoras are bi-cultural and bi-lingual paraprofessionals that help connect Latino families to mental health resources and to promote the well-being of the Latino community in the Tahoe/ Truckee region.

Crisis Intervention Services (CIS) shall:

- Through workshops, support groups and peer support services, a minimum of 100 Latino individuals annually will receive mental health education and support. Conduct, in Spanish, four workshops consisting of six sessions of psycho-education workshops “talleres” yearly at Affordable Housing in Truckee & Crisis Intervention Services’ locations.
- CIS will provide intensive workshops and support groups for the graduates of the workshops each year. The Latino Leadership series shall be presented in Spanish by a native Spanish speaker and shall cover four components: (1) Self Leadership for Latinos; (2) Latino Couples Leadership; (3) Latino Parent Leadership; and (4) Latino Teen Leadership.
- Conduct outreach to Latino population
- Through tools such as Peer Support, reduce stigma about reaching out for help with mental health issues in the Latino community.
- Provide childcare for the Psycho-educational Groups.
- Provide one-on-one support to at least ten community members through the Family Advocate
- Refer clients to a Nevada County Behavioral Health bi-lingual therapist or or case manager as needed.
- If necessary, accompany and provide transportation for clients to their first appointment with the mental health provider.
- Attend MHSa Steering Committee Meetings
- Send staff to relevant training to enhance service to community members. Training may include Wellness Recovery Action Plan (WRAP), trauma-informed care; motivational interviewing, Mental Health First Aid, Know the Signs and/or other relevant training.
- Meet regularly with Nevada/Placer County staff, contracted Behavioral Health Case Manager, Crisis Intervention Services Homeless Outreach

Coordinator and regional Promotoras de Salud, to understand the mental health needs of Latino community members, provide bilingual and bicultural support and identify barriers to service and inefficiencies.

Meet as needed with representatives from other partner agencies, such as Tahoe Truckee Unified School District, Tahoe Forest Hospital District, Truckee Healthy Babies, Sierra Senior Services, and Gateway Mountain Center to promote and facilitate integration of services for Latino community members. The Behavioral Health Department will provide to Crisis Intervention Services:

- Training on mental health issues;
- Updates on mental health services and programs in the region;
- Provide therapy as appropriate to participants participating in the psycho-educational groups.

Latino Community Outreach and Intervention Outcomes:

- Number of groups offered and number of attendees
 - Through workshops, support groups and peer support services, a minimum of 100 Latino individuals annually will receive mental health education and support. Conduct, in Spanish, four workshops consisting of six sessions of psycho-education workshops
 - CIS will provide four (4) intensive workshops and four (4) support groups for the graduates of the workshops each year. The Latino Leadership series shall be presented in Spanish by a native Spanish speaker and shall cover four components: (1) Self Leadership for Latinos; (2) Latino Couples Leadership; (3) Latino Parent Leadership; and (4) Latino Teen Leadership.
- Number of Nevada County residents served
- Number of community members served in one-on-one settings
- Demographic information on all people served including individual services tracking forms
- Results from surveys, pre and post-tests, group conversations and/or other culturally competent methods which measure the reduction of negative feelings, attitudes, beliefs', perceptions, stereotypes and/or discrimination related to being diagnosed with a mental illness, having a mental illness, or in seeking mental health services and to increase acceptance, dignity, inclusion, and equity for individuals with mental illness, and members of their families.
 - Eighty percent of individuals will demonstrate an improvement in attitudes, knowledge, and/or behavioral change related to mental illness that is applicable to the activity.
 - Eighty percent of individuals will demonstrate an improvement in attitudes, knowledge, and/or behavior related to seeking mental health services that are applicable to the activity.
 - Eighty percent of individuals that self-identify or are identified by a Promotora as having a mental health need will be referred to a mental health provider and offered a warm handoff.

- Ten individuals will receive one-on-one support and consultation from the Family Advocate
- Client survey results
- Promotora survey results
- Trainings completed by Crisis Intervention Services DBA Sierra Community House staff

2) Suicide Prevention

The Tahoe Truckee Suicide Prevention Coalition came together out of concern for the mental health and safety of the youth in our community. Since the Coalition was established in 2013, the focus of Suicide Prevention efforts in the community has expanded to include community members of all ages. The goal of the coalition is to provide education, outreach, and strategies that will mobilize the community to provide postvention support after a death by suicide and prevent future suicides.

The Suicide Prevention Coalition (SPC) is a collaborative project that includes Placer and Nevada County in addition to local community partner agencies. The Suicide Prevention Coordinator, embedded in our Community Education and Prevention Program, will work closely with the SPC to provide education, outreach, and strategies that will mobilize our community to support the community and prevent future suicides. This position will also explore how the CIS Community Helpline can support the need for a 24-hour suicide hotline. The helpline is currently focused on serving community members experiencing domestic and sexual violence but is also the de facto suicide hotline. CIS staff are trained to take calls from community members considering suicide, but the Suicide Prevention Coordinator position will allow further training and more formalized support.

Existing outreach efforts include promoting Know the Signs at community events, implementing May as Mental Health month and organizing community forums. The target population is the entire community; however, outreach and prevention strategies specifically target youth (age 12-24 years), seniors and middle-aged males.

The Suicide Prevention Coordinator will:

- Organize outreach events to include tabling at community events, Know the Signs coasters at bars, and HR packets to organizations
- Prepare for and facilitate monthly SPC meetings
- Update and maintain the SPC website
- Support the SPC with outreach materials, community events and identifying innovative ways in reaching community members with suicide prevention information
- Organize and support suicide prevention trainings utilizing programs such as Know the Signs and ASIST
- Explore the current Crisis Line (currently advertised as a Domestic Violence and Sexual Assault hotline but serves as a DeFacto suicide hotline).

Suicide Prevention Outcomes:

- Number of outreach events offered and number of attendees
 - The Suicide Prevention Coordinator, in collaboration with the Tahoe Truckee Suicide Prevention Coalition, will provide outreach to a minimum of 500 individuals across a minimum of 7 outreach events.
- Number of Nevada County residents served
- Number of media engagement activities and estimated audience
- Contractor will provide 15 trainings to an estimated 300 attendees, per year on various suicide prevention curricula and topics.
- Contractor will utilize media outreach through news, radio, social media, website, and e-mail distributions to provide suicide prevention education and information with an estimated 2,000 impressions
- Contractor will attend an estimated 10 community events with an estimated 250 community members with information about suicide prevention and education

3) Homeless Outreach

The Tahoe/Truckee Homeless Outreach Coordinator is the only position of its kind in the region, thereby providing a unique and targeted service to the population experiencing homelessness. In addition to promoting safety, forming relationships, learning common language construction, facilitating and supporting change, and forming cultural and ecological considerations, the Coordinator has provided participants with many needed items, such as camping supplies, blankets, warm clothes, hygiene bags, food vouchers, gas vouchers, and local bus passes. They support and assist individuals to utilize warming shelters, as they are available, and educate individuals experiencing homelessness about mental health and substance abuse issues and resources. If an individual experiencing homelessness is severely mentally ill, the Coordinator refers them to treatment and assists them in attending treatment services. The Coordinator supports the individual with their first appointment and/or until the individual is comfortable with the service provider. The Coordinator also assists individuals and/or families to connect to housing, to the CalWORKs One Stop Office, and/or apply for mainstream benefits (e.g., SSI, CalWORKs, CalFresh, Medi-Cal, General Assistance, etc.).

The Tahoe/Truckee Homeless Outreach Coordinator will:

- Provide outreach to people experiencing homeless people they are located
- Go to remote outlying areas, as needed.
- Provide essential needed items: socks, sleeping bags, blankets, jackets, clothes, personal hygiene items, etc.
- Support and assist individuals to utilize warming shelters, as they are available.
- Ask people experiencing homeless what services they need and work together to connect with service providers.
- Create relevant goals jointly with homeless individuals.
- Educate people experiencing homeless on mental health and substance abuse issues and resources.

- Support people experiencing homelessness who have severe mental illness access and engagement with treatment services
- Support individual with their first appointment to service providers and/or until the individual is comfortable with the service provider.
- Assist individuals and/or families to apply for Social Security Income and other mainstream benefits (CalWORKs, CalFresh, Medi-Cal, General Assistance, etc.).
- Assist individuals and/or families connect to housing.
- Assist individuals to connect to the CalWORKs One Stop office (employment services).
- Refer appropriate individuals and/or families to the Behavioral Health Access Team and/or other mental health service providers.
- Participate in the MHSAs Steering Committee.
- Participate in the Nevada County Continuum of Care to End Homelessness Collaborative.
- Enter individual and/or family data and services provided into the Homeless Management Information System (HMIS)
- Ensure those served on the Coordinated Entry By-Name List have accurate Vulnerability Scores in HMIS and update score as needed.
- Work with Nevada County COC/Home Team workgroups that review By-name lists and triage vulnerable cases with the goal of transitioning someone into permanent housing
- Contract funds may also be utilized to provide essential needed items such as emergency hotel vouchers, socks, sleeping bags, blankets, jackets, clothes, personal hygiene items, etc to support client needs

Homeless Outreach Outcomes:

- The number of homeless individuals and families served in Eastern Nevada County and Eastern Placer County
 - Homeless Outreach Coordinator will serve a minimum of 36 individuals or families per year.
- Number of Nevada County and Placer County residents served
- The number of homeless individuals and families that find stable permanent housing
- 90% of homeless will be referred to the Coordinated Entry HMIS system
- 90% of homeless and severely mentally ill individuals with no Social Security income (or other source of income) will be offered assistance with a referral to the Social Security office and/or an application for benefits so that the individual can receive Social Security income.
- 90% of homeless and severely mentally ill individuals will be referred to mental health services.
- 70% of individuals with a drug problem will be referred to drug treatment services.
- 70% of individuals who are referred engage in the referred service, defined as participating at least once in the service

- 25% of individuals and/or families served will secure stable housing.

4) Family Support/Parenting Classes

Families face significant stressors in the region, including isolation, tourism-dependent employment, high cost of living and limited resources. Free programs for families and parents are particularly scarce. In order to strengthen protective factors in local families, Crisis Intervention Services will provide play groups, support groups and classes aimed at decreasing family isolation, fostering development of peer networks and building skills and confidence in parents. Through Parent Café and Family Room, staff trained in curricula including but not limited to Parent Project®, Loving Solutions®, and The Incredible Years will facilitate group workshops in response to community need. For many families, these classes provide a first point of contact to the broader continuum of care as class facilitators provide referrals and information to assist families with accessing healthcare enrollment, mental health services, childcare resources, and other systems navigation services. Ongoing programs, like Family Room and Mom's Café, promote the development of peer networks and support. Additionally, these programs utilize strategies that foster knowledge of child development, which is a protective factor against child abuse.

Parent Project® is a program that consists of activity-based instruction, support groups, and specific curriculum to address destructive adolescent behaviors. These behaviors often belie a substance abuse or mental health problem. Parent Project® teaches concrete prevention, identification and intervention strategies to address school attendance/performance, relationships and family dynamics, alcohol and other drug use, violence, and running away.

Loving Solutions® is a parent-training program designed specifically for parents raising difficult younger children. Also known as "Parent Project®, Jr.," this program utilizes the same principles found successful in Parent Project® Sr., adapted to the needs of younger children. Using a behavioral model, Loving Solutions is structured based on cooperative learning norms with group learning activities. Loving Solutions® also addresses the needs of children with Attention Deficit Disorder.

The Incredible Years parent training intervention is a program focused on strengthening parenting competencies (monitoring, positive discipline, confidence, etc.) and fostering parents' involvement in children's school experiences in order to promote children's academic, social and emotional competencies, and reduce conduct problems.

Parent Café was created to support programs and communities in engaging parents, building protective factors, and promoting deep individual self-reflection and peer-to-peer learning. Parent Cafés are based on the principles of adult learning and family support and are a gateway to providing parent leadership opportunities. The Parent Café model provides a learning experience that acknowledges that all community members have strengths and hold wisdom. Parents become central in the creation of their own solutions by participating in a reciprocal and respectful process.

The Family Room is a bilingual program that serves families with children aged 0 – 4 by supporting parents and children in the development of literacy and school readiness. The program is offered 5 days per week at a classroom in Truckee Elementary School. Sierra Community House’s Family Room program promotes school readiness by supporting young children and their caregivers, with a particular focus on those who are economically and culturally disadvantaged and/or are English language learners. Family Room staff facilitate literacy-focused activities in Spanish and English, to promote parent-child interaction and mutual learning. Activities include a mix of reading, music, crafts, and literacy focused activities. Thanks to the generosity of the Soroptomist International of Truckee, more than 1,000 English and Spanish books are available through the Family Room’s Free Lending Library.

Staff will be ready to share with participants information about resources and refer them to available services when they express needs in relation to safety, mental and behavioral health. Many participants who attend the parenting classes respond to media promoting classes throughout the community. These parents self-identify as wanting additional knowledge and support around parenting their children. Means of promotion include Facebook, Twitter, the organization's website, and traditional print media, including fliers distributed in the community and through the school district. Some participants are referred from County agencies, including Children's System of Care (CSOC), Placer/Nevada County Court, and Placer and Nevada County WRAP programs. Tahoe Truckee Unified School District (TTUSD) school counselors and local mental health therapists in the community also refer parents to this program. All program participants live in the Tahoe Truckee region and are typically parents of children attending school within TTUSD.

Contractor will provide:

- Two (2) parent café sessions for parents of children aged 0-5. Each session is six (6) weeks in length and should serve a minimum of 15 parents in total. Weekly Mom’s Café support group and Family Room will be provided in support of maternal health and early learning. Sessions shall be offered in English and in Spanish.
- Two (2) sessions of parenting café for parents of children aged 5-10). Each session is six (6) weeks in length and should serve a minimum of 15 parents in total. Sessions shall be offered in English and in Spanish.
- Two (2) sessions of parenting classes for parents with children aged 11-19. Each session is six (6) weeks in length and should serve a minimum of 15 parents, in total. Sessions shall be offered in English and in Spanish.
- Five (5) parents will be served through strategies such as cooperative parenting classes and Peer Support for divorced parents of children aged 0-18). Sessions shall be offered in English and in Spanish.

Family Support/Parenting Classes Outcomes:

- Number of groups offered and number of attendees

- Contractor will serve minimum of 160 individuals through family support and parenting classes
- Number of Nevada County residents served
- Results from surveys, pre and post-tests, group conversations and/or other culturally competent methods which measure the reduction of negative feelings, attitudes, beliefs', perceptions, stereotypes and/or discrimination related to being diagnosed with a mental illness, having a mental illness, or in seeking mental health services and to increase acceptance, dignity, inclusion, and equity for individuals with mental illness, and members of their families.
- 75% of individuals will demonstrate improvement in overall mental health as evidenced by improved score on the Participant Perception of Care posttest.
- 75% of individuals will demonstrate improved parenting skills as evidenced by improved overall *Problem* score on the Eyberg Child Behavior Inventory posttest.
- 85% of individuals will demonstrate improved parenting skills as evidenced by improved overall *Intensity* score on the Eyberg Child Behavior Inventory posttest.

5) Mental Health Stigma Reduction

Empowerment Groups will be offered to students to enhance a variety of skills and opportunities. Topics for these groups include creating positive environments and communities, promoting healthy friendships, relationships and choices, increasing positive self-worth, engaging and empowering youth to speak out and model healthy lifestyles, and increasing the understanding of mental health stigmas and how to support others and seek help. Empowerment groups will help individuals identify personal strengths and supportive resources, and develop new ways of thinking and addressing challenges-both internal and external. Facilitators build rapport with youth, and provide the space and opportunity for students to open up through discussion, activities, writing and art. Multiple curricula are used, depending on the topic needs and focus of the specific group but Young Men's Work and Young Women's Lives are referenced the most.

- Young Men's Work is a program for young men who are working together to solve problems without resorting to violence. The program looks at the underlying messages our society gives adolescent males about what it means to be a man. By addressing the roots of male violence, this effective curriculum helps young men break the cycle of violence passed from generation to generation. Activities and materials help young men challenge the beliefs that lead to violent behavior and teach them how to successfully resolve conflict.

- Young Women's Lives emerges from the empowering assumption that every young woman is strong and wants a positive connection with others. Young women face many issues as they mature, such as eating disorders, depression, shame, low self-esteem, substance abuse, and abusive relationships. This curriculum helps young women face problems, identify personal strengths and supportive resources, and develop new ways of thinking and addressing challenges-both internal and external.

Mental Health Stigma Reduction Outcomes:

- Contractor, in partnership with local schools, shall provide series of Youth Empowerment Groups, once per week. Two school-year long groups, and six 10-week groups, each session lasting approximately 40-65 minutes per week, will occur with approximately 7 students per group. A minimum of 56 youth will be served each year.
- 75% percent of individuals will demonstrate an improvement in attitudes, knowledge, and/or behavioral change related to mental illness.
- Number of Nevada and Placer County Residents served

Overall Contract Reporting Requirements

Outcome Data Elements: For all of the above programs, Contractor shall track outcome data that shall include, but is not limited to:

Count & Demographics:

- PEI Demographic Information (9 CCR § 3560.010) including unduplicated number of individuals served; template to be provided by County.

Referrals:

- Number of individuals referred to county mental health programs, and the kind of treatment to which the individual was referred.
 - For referrals to county mental health, the average duration of untreated mental illness.
- Number of individuals referred to non-county mental health treatment and the kind of treatment to which the individual was referred.
- Number of individuals referred to other key services and the kind of services to which the individual was referred.
- Number of individuals who followed through on referral and engaged in treatment.
- Average interval between referral and participation in treatment (at least one participation).

Outcomes:

- Outcomes as outlined in program areas above.
- Successes and challenges related to service delivery system
- Recommendations for improvements to the delivery system

Additionally, Contractor shall be responsible for providing:

Reporting:

- Contractor shall ensure all required data has been collected, entered and validated in either the applicable County Electronic Health Records System or County MHSA Data Portal, by the 20th of each month for the previous month. The County will generate reports on the validated data.
- All summary PEI outcome data not available for reporting through the MHSA Data Portal are due quarterly within 30 days of the end of the fiscal quarter via secure upload.
- An Annual Progress Report is due within 31 days of the end of the fiscal year (fiscal year ends 6/30; report due 8/1). This includes, but is not limited to, validated annual reporting data and performance outcomes, an updated description of the program(s), progress towards goals, and any explanations of differences in the data from the previous year(s).
- A Three-Year Program and Evaluation Report is due every three years to the county. For example, a Three-Year Evaluation Report due August 1, 2018 for fiscal years 2015-2016, 2016-2017 and 2017-2018 combined. The Three-Year Program Report is due no later than August 1st every three years thereafter (due 8/1/21, 8/1/24, 8/1/27...) and should report on the evaluations for the three fiscal years prior to the due date for those services rendered by the Contractor.
- Contractor is responsible for submitting any MHSA Progress or Evaluation report that is required. The Contractor is also responsible for providing any corrected, revised, and/or additional data that may be requested by the County; including any backup data to verify reported information. The Contractor shall cooperate with the County for the compilation of any data or information for services rendered under this contract as may be necessary for the County to conform to MHSA PEI regulations pertaining to data reporting.
- 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 PEI Expansion:

Due to higher than anticipated MHSA revenues in FY 20/21, County will provide funding to Contractor to support one-time program expansion and purchases. Materials and capital purchases will be used to support PEI programming goals, and will include expanded staffing, program materials, and technology such as tablets/laptops.

For the Family Support/Parenting Classes program, the Contractor will secure a vehicle for transportation of clients to classes and related program activities. The County will fund up to \$50,000 for the Contractor's purchase of a vehicle in accordance with competitive procurement practices to provide such transportation to program recipients.

The Contractor shall secure a vehicle to be used to support program activities. The Contractor shall utilize the vehicle to support program activities for the useful life of the vehicle, which is expected to be no less than ten (10) years or 175,000 miles (whichever comes first) from date of procurement, unless the Contractor has specifically been granted prior approval from the County for an alternate use. Should the Contractor cease contracted program operations, or stop using the vehicle for its intended purpose before its useful life, Contractor shall reimburse County the fair market value of the vehicle, unless County elects to waive this obligation. Contractor is expected to maintain vehicle licensing and automobile liability Insurance Services Offices Form Number CA 0001 covering Code 1 (any auto) with limits no less than \$1,000,000 per accident for bodily injury and property damage, and all required routine maintenance on the vehicle at all times. This provision shall survive the termination date of the Contract.

Upon termination of the vehicle's useful life the Contractor shall seek written permission of the County to dispose of the vehicle by means of donation to a non-profit organization located within Nevada County. Should the Contractor decide not to donate the vehicle, the vehicle shall be sold and all proceeds must be returned to the County unless County elects to waive this obligation.

**EXHIBIT “B”
SCHEDULE OF CHARGES AND PAYMENTS
CRISIS INTERVENTION SERVICES**

County shall pay to Contractor a maximum not to exceed \$232,307 for satisfactory performance of services in accordance with Exhibit “A” for the contract term of FY 2021/22.

Contract Maximum is based on reimbursement for actual salary/benefits of Contractor’s assigned staff, and program expenses not to exceed \$232,307 for the term of this contract. As compensation for services rendered to County, Contractor shall be reimbursed for actual salary/benefits and 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. Contractor agrees to be responsible for the validity of all invoices.

The project maximum is based on the following project budget:

	PEI					
	Promotora - LatinX Outreach	Suicide Prevention	Homeless Outreach	Family Support / Parenting Classes	Mental Health Stigma Reduction	Total
Salary & Benefits	\$51,622	\$19,334	\$14,508	\$26,544	\$8,122	\$120,130
Program Costs	\$8,693	\$3,324	\$1,588	\$7,264	\$991	\$21,860
Technology	\$6,570	\$7,986		\$5,000		\$19,556
Vehicle				\$50,000		\$50,000
Admin	\$5,442	\$3,065	\$1,610	\$9,881	\$763	\$20,761
Total	\$72,327	\$33,709	\$17,706	\$98,689	\$9,876	\$232,307

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.

Payment shall be approved after approval by County’s PEI Program Manager of invoice and any required reports for that period.

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 either removing the questioned cost or 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 and reports. The final yearly invoice will not be paid until all of the Mid-Year and Annual Progress Reports are provided.

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

Contractor shall submit invoices for services to:

Nevada County Behavioral Health Department
Attn: Fiscal Staff
500 Crown Point Circle, Suite 120
Grass Valley, CA 95945