

**AMENDMENT NO.1 TO THE PERSONAL SERVICES CONTRACT WITH
JENNIFER L. WINDERS, MSW, D/B/A WINDERS WISE SERVICES (RES 19-376)**

THIS AMENDMENT is dated this 8th day of October, 2019 by and between JENNIFER L. WINDERS, MSW, D/B/A WINDERS WISE SERVICES, 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 Personal Services Contract, as approved on July 9, 2019, per Resolution No. 19-376; and

WHEREAS, the Contractor provides crisis counseling and related alcohol drug prevention activities for high risk clientele for the contract term of July 1, 2019 through June 30, 2020; and

WHEREAS, the parties desire to amend their agreement to 1) increase the Maximum Contract Price from \$50,200 to \$54,200 (an increase of \$4,000) due to an unanticipated increase in services 2) revise Exhibit “A” Schedule of Services to reflect the addition of new services deliverables related to Alcohol and Other Drug (AOD) Prevention, and 3) revise 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 July 1, 2019.
2. That Section (§2) Maximum Contract Price, shall be changed to the following: \$54,200.
3. The Exhibit “A”, Schedule of Services, shall be revised to the amended Exhibit “A” as attached hereto and incorporated herein.
4. That Exhibit “B”, “Schedule of Charges and Payments”, shall be amended and replaced, as set forth in the amended 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.

COUNTY OF NEVADA:

By: _____
Honorable Richard Anderson
Chair of the Board of Supervisors

ATTEST:

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

CONTRACTOR:

By: _____
Jennifer L. Winders, MSW
Winders WISE Services
315 Bridge Way
Nevada City, California 95959

EXHIBIT "A"
SCHEDULE OF SERVICES
JENNIFER L. WINDERS, MSW
D/B/A WINDERS WISE SERVICES

Jennifer L. Winders, MSW, d/b/a Winders WISE Services, hereinafter referred to as "Contractor", agrees to provide counseling, health education and alcohol and drug prevention activities for at risk youth and adults and as part of the department's Health and Wellness Programs.

The Contractor shall spend approximately 18-26 hours per week in furtherance of the service deliverables and requirements identified herein.

Alcohol and Other Drug (AOD) Prevention related duties shall include:

- Conduct up to five adolescent health groups for at-risk youth to reinforce healthy behaviors, stress management, and to decrease high risk behaviors, thereby mitigating the risk of engaging in AOD use.
- Video-voice and digital storytelling projects with at risk teens to increase leadership and collaboration skills, enhance writing skills, resulting in youth produced advocacy tools
- Maintain the www.ncteen.com website to include relevant and accurate information and resources related to teen mental health.
- Research curricula that meet the California Department of Education's Healthy Youth Act standards of 2016.
- At schools' request, partner with local high schools to discuss appropriate health education content and curricula.
- In partnership with the Program Manager, research, plan for and support public outreach campaigns to reduce the transmission of sexually transmitted infections in high risk populations in Nevada County.
- Using curricula that meeting the California Department of Education's Healthy Youth Act standards, provide reproductive health education, including sexually transmitted infection information, to up to three high schools to supplement schools' health and wellness curricula.
- Provide appropriate referrals to parents and youth who are seeking local prevention services.
- Coordinate with other contractors and staff as appropriate on AOD-related projects.

Nutrition Education and Obesity Prevention (NEOP) program-related duties shall include:

- Collaborate with NEOP staff and contractors, as well as various community agencies, schools, groups, and organizations, providing assistance with events, and work to implement Policy, Systems, and Environmental (PSE) level changes in priority communities.

- Oversee PSE efforts as related to physical activity in educational settings, including active transportation and daily quality physical activity in the Learn domain, as outlined in the 2019-2022 Integrated Work Plan.
 - Support PSE efforts as related to nutrition standards in food assistance sites, as outlined in the Shop domain, as outlined in the 2019-2022 Integrated Work Plan.
 - Conduct and support nutrition education and physical activity promotion direct education classes and indirect education:
 - Assess attitudes, knowledge, beliefs and skills of target audience related to nutrition education. Adapt lesson plans accordingly, as allowed by NEOP’s curriculum fidelity guidelines.
 - Work with schools and community agencies to set up nutrition and physical activity classes for their clients.
 - Provide technical assistance and training to teachers and staff who wish to conduct nutrition and physical education instruction.
 - Collaborate with partner agencies to a) identify the biggest barriers to participation in the classes; b) brainstorm solutions for overcoming barriers to participation; and c) develop an outreach plan to encourage people to attend classes. Create flyers and promote NEOP classes.
 - Teach single and three-series nutritional and cooking classes targeted to reach at least 50 unduplicated SNAP-Ed eligible individuals; propose alternative class series if determined it would be more effective (e.g., five-series). Utilize grant allowable curriculum, the *2015-2020 USDA Dietary Guidelines for Americans*, and NEOP-allowable recipes when presenting nutrition classes and conducting food demonstrations.
 - Prepare food samples for class participants.
 - Attend County Nutrition Action Plan (CNAP) meetings, as appropriate, to discuss program development and plan for community collaborations on PSE efforts.
 - Assist in coordinating SNAP-Ed funded community events.
 - Update and maintain the NEOP webpage and provide social media support, as needed.
- Tasks include:
- Researching other nutrition related sites and working with Program Manager and Coordinator on content development.
 - Content shall include: ReThink Your Drink materials, recipes, and physical activity information.
 - Maintain a web-based calendar and post classes and related events.
- Coordinate with other contractors and staff when appropriate on PSE and other NEOP projects.
 - Maintain current ServSafe Food Handlers certification.

HIV/HCV Testing and Counseling Clinic-related duties shall include:

- Develop outreach materials including flyers, brochures and website content. Distribute outreach materials to relevant partners and locations.
- Maintain website and post upcoming events and other related activities.

- In coordination with the HIV Program and Public Health nurses, conduct twice monthly HIV/HCV Rapid Test Clinics, including Naloxone distribution, following protocol as per the Public Health Department's HIV/HCV Rapid Test Clinic Manual.
- Prepare reports for NorCal AIDS cycle on a biannual basis.
- Complete relevant adjunct clinic services, as requested by Program Manager, Department Director, or Director of Public Health Nursing.

Additional Contractor Responsibilities:

Contractor shall attend grant-approved program-related trainings, as necessary.

EXHIBIT "B"
SCHEDULE OF CHARGES AND PAYMENTS
JENNIFER L. WINDERS, MSW
D/B/A WINDERS WISE SERVICES

County shall reimburse Contractor at a rate of forty-five dollars (\$45.00) per hour for HIV/HCV Testing and Counseling Clinic and NEOP-related work and forty dollars (\$40.00) per hour for all other projects. The maximum contract obligation shall not exceed fifty four thousand, two hundred dollars (\$54,200) for satisfactory performance of services as outlined in Exhibit "A".

The maximum contract obligation includes one thousand dollars to provide reimbursement for Program Manager approved conferences, trainings, and travel that pertain to the services provided by Contractor under this Agreement. Contractor shall be reimbursed for all expenses related to grant/Program Manager approved travel unless cost is prepaid in advance by the Public Health Department for travel such as airfare and hotel reservations.

The budget for the delivery of services by Contractor, as set forth in Exhibit "A", shall not exceed the following amounts during the term of this Agreement:

AOD Prevention Program Activities	\$19,000
NEOP Program Activities	\$30,000
HIV/HCV Clinic-Related Activities	\$ 4,200
Program Manager Approved Travel	\$ 1,000
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Total	\$54,200

CONTINGENCY

This contract maximum is contingent upon the County receiving NEOP (Nutrition Education and Obesity Prevention) Program funding from the California Department of Public Health; NorCal AIDS Cycle grant funding, Public Health Realignment funding, and SAPT (Substance Abuse Prevention and Treatment) funding through the Nevada County Department of Behavioral Health.

BILLING AND PAYMENT

Contractor shall submit a monthly invoice at the end of each month for hours worked. The invoices shall be submitted no later than the last day of each month, and should be mailed or delivered to:

Nevada County Public Health Department
Attn: Program Manager
500 Crown Point Circle, Suite 110
Grass Valley, CA 95945