



RESOLUTION NO. 15-070

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING EXECUTION OF AMENDMENT NO. 1 TO THE PERSONAL SERVICES CONTRACT WITH NEVADA COUNTY SUPERINTENDENT OF SCHOOLS (NCSOS) (RES. 14-106)

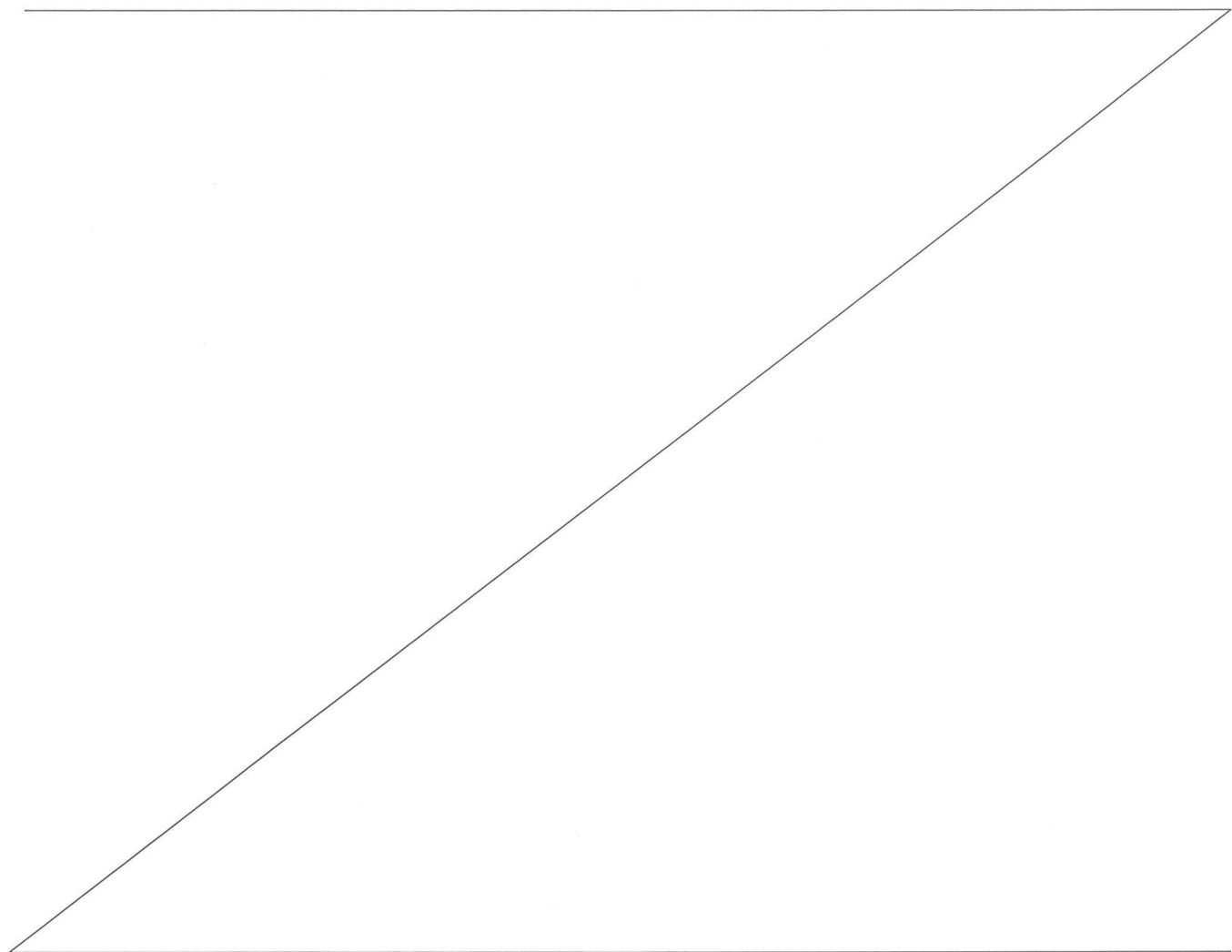
WHEREAS, per Resolution 14-106, the Board of Supervisors approved the contract with Nevada County Superintendent of Schools (NCSOS) for the provision of services related to THP +Plus a Transitional Housing Placement Program for eligible foster care youth; and

WHEREAS, the goal of the program is to provide safe living environments for participants while helping youth learn life skills and achieve self-sufficiency; and

WHEREAS, the parties desire to amend the Agreement to revise Exhibit "A", "Schedule of Services", to clarify eligibility requirements for program participation, and to revise Exhibit "B", "Schedule of Charges and Payments", to adjust the budget breakdown of program costs for Fiscal Year 2014/15.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that Amendment No. 1 to the Personal Services Contract by and between the County and Nevada County Superintendent of Schools pertaining to the provision of services related to a Transitional Housing Program Plus (THP +) Program for eligible foster care youth ages 18-24, which revises the scope of services to clarify eligibility requirements for program participation and which adjusts the program breakdown of costs for Fiscal Year 2014/15, while the maximum amount remains unchanged for a total contract maximum of \$180,000 for the term of April 1, 2014 through June 30, 2015, hereby is approved and that the Chair of the Board of Supervisors be and is hereby authorized to execute Amendment No. 1 on behalf of the County of Nevada.

Funds to be disbursed from account: 1589-50204-494-3421/521520.



PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 24th day of February, 2015, by the following vote of said Board:

Ayes: Supervisors Edward Scofield, Dan Miller, Hank Weston and Richard Anderson.

Noes: None.

Absent: Nathan H. Beason.

Abstain: None.

ATTEST:

DONNA LANDI
Clerk of the Board of Supervisors

By: Donna Landi

Edward C. Scofield
Edward C. Scofield, Chair

2/24/2015 cc: DSS*
AC*
NCSoS

**AMENDMENT #1 TO THE CONTRACT WITH
NEVADA COUNTY SUPERINTENDENT OF SCHOOLS (NCSOS)**

THIS AMENDMENT is dated this 1st day of February 2015, by and between NEVADA COUNTY SUPERINTENDENT OF SCHOOLS 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 fully-executed per Resolution No. 14-106.

WHEREAS, the Contractor provides Transitional Housing Program Plus (THP+ Plus) Services for eligible foster care youth for the term of April 1, 2014 through June 30, 2015.

WHEREAS, the parties desire to amend said Agreement to: 1) revise Exhibit "A" related to clarifying eligibility requirements for program participation; and 2) revise Exhibit "B", Schedule of Charges and Payments to adjust the budget breakdown of program costs for Fiscal Year 2014/15, while the maximum remains unchanged.

NOW, THEREFORE, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of February 1, 2015.
2. That Exhibit "A", "Schedule of Services" shall be revised to the amended Exhibit "A" as attached hereto and incorporate herein.
3. That Exhibit "B", "Schedule of Charges and Payments" shall be revised to the amended Exhibit "B" as attached hereto and incorporated herein.

That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

CONTRACTOR:

By: Holly Hermansen
Holly Hermansen/Superintendent
Nevada County Superintendent of Schools
112 Nevada City Highway
Nevada City, CA 95959

COUNTY OF NEVADA:

By: Edward C. Scofield
Honorable Edward C. Scofield
Chair, Board of Supervisors

Attest: Donna Landi
Clerk of the Board of Supervisors

EXHIBIT "A"
SCHEDULE OF SERVICES
NEVADA COUNTY SUPERINTENDENT OF SCHOOLS (NCSOS)

The County of Nevada, Department of Social Services, hereinafter referred to as "County", and Nevada County Superintendents of Schools (NCSOS), hereinafter referred to as "Contractor", agree to enter into a specific contract for THP+ Plus (Transitional Housing Program Plus) services.

Program Overview:

THP+ Plus is a transitional housing placement and support opportunity for former foster youth, aged 18-24, who have emancipated from the child welfare system. The goal of the program is to help youth by providing financial assistance and ILP services, for up to 24 months, while also helping youth achieve self-sufficiency so that they can learn life skills. . Participants may live alone or with roommates in apartments or in single-family dwellings, with regular support provided by THP+Plus agency staff, County Social Workers and ILP Coordinators. Support services may include regular visits to participants' residences, educational guidance, employment counseling, instruction and monitoring of budgeting and household expenses.

Target Population:

The Contractor shall serve eligible youth based on the following criteria:

The target population for NCSOS's THP+Plus program is those young adults in Nevada County who have emancipated from foster care, group home care or probation and who are in need of continued support in order to be successful adults and reduce the risk of homelessness, unemployment and criminal involvement.

To be considered for this program, an applicant must have emancipated from the child welfare system and in need of assistance to be successful or have emancipated from foster care and meet the criteria of eligibility. Applicants must be between 18 and 24 years of age and be willing to pursue the goals of a Transitional Independent Living Plan approved by Nevada County's Independent Living Program.

Each youth participating in these services under this Agreement will be required to sign the Contractor's "Transitional Housing Program –Plus (THP+) Participation Agreement", which is attached hereto and incorporated herein to this contract as "*Attachment A*".

Outreach

Contractor shall collaborate with local agencies such as Child Protective Services, Juvenile Probation, the Health and Human Services Agency and also pursue public outreach to reach potential participants in the community.

Housing & Assistance

High quality, consistent supportive services targeted to meet the needs of individual youth are essential ingredients to a successful THP+ program. Youth may live in both permanent and transitional housing units depending on the individual participant's needs and abilities. The overall goal of the program is to provide financial assistance for youth to secure housing, employment, education, transportation and other miscellaneous assistance so that youth can secure a permanent living situation while building the skills and resources necessary to become independent adults.

Additional Supportive Services provided by Contractor:

Due to the individualized needs of each participant, no one method will work for all participants.

Contractor shall develop an individualized, customized approach for each participant.

In developing services, it is important to remember that these supportive services are for youth who are young adults or are legal adults, but who still require youth-focused services.

Contractor shall provide some of the following supportive services, dependent on the individual needs of the participant:

- Coordination with Independent Living Skills Program to meet the goals outlined in the Transitional Independent Living Plan (TILP)
- Case management
- 24-hour crisis intervention and support
- Individual and group therapy, provided through referral to community resources
- Educational advocacy and support, including linkage to Foster Youth Services with the goal of each youth obtaining a high school diploma, GED, or High School Proficiency prior to graduation from the program
- Assistance to pursue college or other post-high-school training
- Job readiness training and support including linkages to Workforce Investment Act (WIA) partners, One-Stop Centers, the Mentor Program, and other appropriate employment resources
- Mentoring
- Services to build and support relationships with family and community
- System of payment for utilities, telephone and rent
- Assistance to youth in finding or maintaining affordable housing that costs no more than 30% of the youth's gross income at the completion of the program
- Aftercare services including support groups and referrals to community resources
- Apartment furnishings can be provided
- Assistance can be given for security deposits
- Moving assistance will be provided
- Life skills training
- Roommate mediation
- Economic literacy training
- Transportation assistance
- Public benefits advocacy (assistance with General Assistance (GA), Temporary Aid to Needy Families (TANF), food stamps, Supplemental Security Insurance (SSI), MediCal, etc.

Special considerations for pregnant or parenting youth:

- Assistance securing child care
- Domestic violence concerns
- Parenting education and support
- Public benefits advocacy
- Maternity provisions
- Specialized services for children, such as assistance with immunizations, well child visits and school enrollment.

The quantity of services will vary from participant to participant. If the services are outside the scope of NCSOS staff, NCSOS will coordinate with additional community agencies to provide the particular service.

Program Staffing

NCSOS currently has staff in place, designed to support these youth. One staff member, who is currently three-quarter time will become fulltime to accommodate additional duties. Aside from the administrative staff, there will be specific staff members assigned to the THP-Plus program. CONTRACTOR shall provide and maintain necessary staff to provide services under this Agreement.

Evaluation Plan

A. Outcome Data Methodology

NCSOS will report data to Nevada County in regular intervals. Each youth participant will have a Participation Plan and progress will be monitored to determine whether or not the youth is making progress in the program.

Quarterly reports will reflect time spent with the participant monthly, describing the needs of the youth that were addressed and progress made to assist them. The report will inform the County of progress toward the goals of the participant's needs and service plan. Focus of the report will be on these primary indicators:

- Housing – The goal of NCSOS's THP+ program is to secure housing for participants from Nevada County within their county of residence and, if at all possible, in their own community. A goal shall also be to identify housing in which the participant may continue to live after exiting the THP+ program
- Education – The program will focus on assisting participants in obtaining a high school diploma. Alternative completion high school educational requirements will also be explored as will enrollment in local colleges or vocational schools.
- Employment – The program places a high emphasis on employment and all participants will be encouraged to gain employment, at least part time, in order to advance job skills. The goal for each participant, upon exit from the program, will be to have gainful employment above minimum wage, preferably at a living wage.
- Physical/Mental Health – This category of report includes physical well-being and mental well-being along with the ability to access required services. Health insurance coverage for all participants will be a focus. Pregnancy (as well as prevention) will also be a program focus.
- Permanency – Establishing a consistent with a caring adult is an important part of NCSOS's THP+ program.
- Additional indicators may be requested by the County as the program develops.

Consistent and thorough program evaluation yields valuable information to refine program delivery. Evaluation is also an essential part of program oversight on the county level, as well as a valuable tool for advocacy.

EXHIBIT "B"
SCHEDULE OF CHARGES AND PAYMENTS
NEVADA COUNTY SUPERINTENDENT OF SCHOOLS (NCSOS)

The maximum obligation under this Agreement shall not exceed One Hundred & Eighty Thousand Dollars (\$180,000.00) for satisfactory provision of services as described under Exhibit "A" for the entire contract period, which begins April 1st, 2014, and ends June 30, 2015, with a maximum amount not to exceed Thirty Thousand Dollars (\$30,000) in the fiscal year 2013-14 and One Hundred Fifty Thousand Dollars (\$150,000.00) in the fiscal year 2014-15.

The maximum obligation of this Contract is dependent upon final approval of the State budget and County's receipt of anticipated funding for THP+ Program Services for each fiscal year covered under this Agreement.

COST ANALYSIS:

The following is a cost breakdown of the maximum allowable cost per fiscal year:

Description	2013-14 Costs	2014-15 Costs
Administrative Salaries, Direct Care Staff Salaries, Benefits, Travel	\$10,000	\$30,554
Indirect Cost @ 9.3%	\$2,790	\$12,637
Participant Allowance (may vary): Utilities (trash, power, gas, phone), Laundry, Food, Cleaning Supplies, Transportation, Recreation, Clothing, School/Skills Training/Classes/Books/Personal Necessities, Rental/deposit Assistance	\$17,210	\$106,809
Totals Per Year	\$30,000	\$150,000

Should the categories budgeted above change by more than ten percent (10%); a budget modification shall be submitted for approval. The Department of Social Services at its sole discretion shall determine if the change in the operating budget will continue to meet the outcomes of the Agreement.

BILLING AND PAYMENT:

Contractor shall submit to County by the 20th of each month following the month services were rendered. Each invoice shall include:

- Dates/Month services were rendered
- Cost of services rendered – identifying total direct costs
- Billing period covered
- Contract Number assigned to the approved contract
- Supporting documentation will include names of participant(s) receiving services and will be provided separately by program staff to preserve confidentiality.

Invoices are to be submitted to:

Nevada County Department of Social Services
Attention: Fiscal Unit
Post Office Box 1210
Nevada City, California 95959

County shall review each billing for supporting documentation; verification of eligibility of individuals being served; dates of services and costs of services as detailed previously. Should there a discrepancy on the invoice, said invoice will be returned to Contractor for correction and/or additional supporting documentation. Payments will be made in accordance with County processes once an invoice has been approved by the department.

BILLING AND PAYMENT EXCEPTION

By the tenth of June, Contractor shall provide an invoice for services rendered for the month of May. By the twentieth of June, Contractor shall provide an invoice for services rendered for the period of June 1 – 15. A final invoice and reconciliation for the month ending June 30, 2015 shall be provided no later than July 15, 2015.

Transitional Housing Program - Plus (THP+)
Participation Agreement

This agreement states that I, _____, am currently at least 18 years old, participate in the Independent Living Skills Program (ISLP), and have been accepted for participation by the Nevada County Superintendent of Schools (NCSOS) Transitional Housing Program - Plus. Furthermore, this agreement also states that I want to participate in THP+ and that I will meet all of the following conditions in order to be a part of the program:

- I agree to regularly attend school and obtain a high school diploma or GED. Once I meet this goal, I agree to further my education through participation in college, trade school, or other vocational training according to my program plan.
I agree to continue participation in ILSP through the County program. My TRANSITIONAL LIVING PLAN is a part of this contract. I will try my best to meet all conditions of the plan.
I agree to actively look for, obtain, and maintain a paying job.
I agree to follow all the rules of THP+. I have reviewed and signed a copy of these rules.
I agree to remain clean and sober. I will submit to drug testing, if requested.
I agree to actively participate in THP+ meetings with my peers and program staff/mentors.
To the best of my ability, I will spend the money I earn wisely, endeavoring to pay all my bills on time, save a portion for future needs, and make purchases according to my budget.
I agree to actively meet, participate and follow the recommendations and requirements of the ILP staff, my THP+ social worker and THP+ program staff/mentors.
I agree to actively participate in my case planning, Needs and Services planning and, upon completion of THP+, my Exit Plan.
I agree to maintain contact with the THP+ for at least 2 years after graduating from the program.
I agree to take an active role in preparing for my own independent living by participating in services and by following the rules of THP+.

Termination from the Program

I understand that I may be dismissed from the program for not following this agreement. Considering the events that lead up to my possible dismissal, in lieu of termination, I agree that consequences may be instituted to prevent my dismissal. With my approval, any one, or a combination of the following, might be accepted in lieu of leaving the program all together:

I understand that I may be dismissed from the program and not be offered any of these alternatives. Finally, I agree to obey all laws and follow all rules of the housing unit as described in the lease agreement.

THP+ Participant

Date

NCSOS THP+ Representative

Date