



# RESOLUTION No. 17-453

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

### RESOLUTION APPROVING EXECUTION AMENDMENT NO. 1 TO THE PERSONAL SERVICES CONTRACT WITH SIERRA FOREVER FAMILIES (RESOLUTION 17-068)

WHEREAS, the Board approved the Personal Services Contract with Sierra Forever Families per Resolution 17-068 on February 14, 2017; and

WHEREAS, Resource Family Approval (RFA) is a result of legislation AB 403, also known as Continuum of Care Reform (CCR); and

WHEREAS, one of the basic tenants of CCR is that all children and non-minor dependents in foster care have normalcy in development while establishing permanent life-long family relationships; and

WHEREAS, RFA, the new process by which families become approved to foster children, requires foster families, relative caregivers, and non-related extended family members to go through the same approval process which includes a home assessment, background checks, post-approval training, and psychosocial assessment; and

WHEREAS, this process also allows Resource Families to adopt foster children which eliminates a separate adoptions approval process and allows Resource Families to provide permanency to children in their care in a timelier manner; and

WHEREAS, the parties desire to amend their Agreement to decrease the Maximum Contract Price, revise Exhibit "A" Schedule of Services to reflect a reduction in services provided, and revise Exhibit "B" Schedule of Charges and Payments to reflect the change in the maximum price.

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 of Nevada and Sierra Forever Families pertaining to the provision of services related to Resource Family Approval (RFA) and Post-Adoption Services to decrease the Maximum Contract Price from \$231,250 to \$185,000 (a decrease of \$46,250), revise Exhibit "A" Schedule of Services to reflect a reduction in services, and revise Exhibit "B" Schedule of Charges and Payments to reflect the change in maximum price for the term of January 1, 2017 through June 30, 2018, 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: 1589-50104-494-3101/521520.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 12th day of September, 2017, by the following vote of said Board:

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

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Hank Weston, Chair

9/12/2017 cc: DSS\*  
AC\*  
SFF

**AMENDMENT #1 TO CONTRACT WITH  
SIERRA FOREVER FAMILIES (RESO 17-068)**

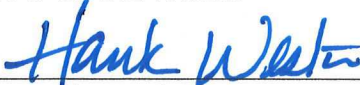
**THIS AMENDMENT** is dated this 7<sup>th</sup> day of August, 2017 by and between SIERRA FOREVER FAMILIES and COUNTY OF NEVADA. Said Amendment will amend the prior agreement between the parties entitled Personal Services Contract executed on February 14<sup>th</sup>, 2017 by Resolution No. 17-068.

**WHEREAS**, the parties desire to amend their agreement to 1) decrease the total maximum amount from \$231,250 to \$185,000 (a decrease of \$46,250); 2) amend Exhibit "A" to reflect a change in services provided; and 3) amend Exhibit "B" to reflect the change in the total maximum amount.

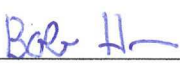
**NOW, THEREFORE**, the parties hereto agree as follows:

1. This amendment shall be effective as of August 1, 2017.
2. That Section (§1) shall be changed to the following:  
"Provision of services related to Resource Family Approval (RFA) and Post-Adoption Services."
3. That Section (§2) Maximum Contract Price, shall be changed to the following:  
\$185,000.
4. That Exhibit "A", Schedule of Services, shall be revised to the amended Exhibit "A" attached hereto and incorporated herein
5. That Exhibit "B", Schedule of Charges and Payments, shall be revised to the amended Exhibit "B" attached hereto and incorporated herein.
6. 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:   
Honorable Hank Weston  
Chair of the Board of Supervisors

CONTRACTOR:

By:   
Bob Herne  
Executive Director  
8928 Volunteer Lane, Suite 100  
Sacramento, California 95826

ATTEST:

By:   
Julie Patterson Hunter  
Clerk of the Board of Supervisors

**EXHIBIT "A"**  
**SCHEDULE OF SERVICES**  
**SIERRA FOREVER FAMILIES**

The County of Nevada, Department of Social Services, hereinafter referred to as "County", and Sierra Forever Families, hereinafter referred to as "Contractor", agree to enter into a specific contract for provision of services related to Resource Family Approval (RFA) and Post-Adoption services.

**Program Overview:**

RFA is a result of the legislation AB 403 also known as Continuum of Care Reform (CCR). One of the basic tenants of CCR is that all children and non-minor dependents (NMD) in foster care have normalcy in development while establishing permanent life-long family relationships. To that end, RFA (the new process by which families become approved to foster children) was created to provide a uniform process to replace several existing processes. Pursuant to RFA, foster families, relative caregivers, and non-related extended family members (NREFMs) are required to go through the same approval process which includes a home assessment, background checks, preapproval and post-approval training, psychosocial assessments, and a health screening. Through this RFA process Resource Families are approved to foster children but also to provide adoption and guardianship. This eliminates a separate adoptions approval process and allows Resource Families to provide permanency to children in their care (if needed) in a timelier manner.

**Background of Sierra Forever Families:**

Sierra Forever Families (SFF) has provided permanency services for children and youth living in foster care since 1983. Their mission is to transform the lives of children in foster care by building and nurturing permanent families. SFF is currently licensed by California Department of Social Services Community Care Licensing to provide foster care and adoption services in twelve northern California counties. More than 3,000 children and youth have secured permanent families through SFF. SFF is a California Nonprofit Public Benefit Corporation governed by a Board of Directors and is licensed by the State of California. The organization is a fully accredited member of the California Alliance of Child and Family Services. In addition, SFF has achieved national accreditation through Council on Accreditation (COA). Voluntary COA accreditation ensures that a commitment to best practices and improved outcomes for the youth and families that are served is maintained. SFF is also an organizational member of iFoster and works with all resource families to secure memberships in order to assure a full continuum of supports and resources are available to families.

### **Scope of Services:**

As more fully described below, SFF shall provide Psychosocial Assessments and Post-Adoption Services on cases managed by Nevada County Child Protective Services (CPS). It is understood and agreed by and between the Parties that for the remainder of Fiscal Year 16/17, Contractor shall provide Psychosocial Assessments and Post-Adoption Services on approximately 25 RFA applicants, while in Fiscal Year 17/18, Contractor shall provide the same services for all RFA applicants projected to be up to 55 applications.

### **Psychosocial Assessments:**

Contractor shall provide psychosocial assessments to all Resource Family applicants that apply through Nevada County's Child Protective Services (CPS) utilizing the Structured Analysis Family Evaluation (SAFE®) psychosocial assessment/home study process. Contractor and County's CPS Program Manager shall develop a mutually agreed upon schedule to ensure that all program requirements are met. The psychosocial assessment process shall include:

1. Families who are interested in becoming Resource Families are invited to attend a two-hour RFA Orientation that is offered on a weekly basis at the Nevada County CPS office. Contractor's RFA Social Worker shall attend orientations to meet prospective Resource Families.
2. At the RFA Orientation the applicants will schedule to meet with Contractor's RFA Social Worker for the preliminary interview to begin their psychosocial assessment.
3. The psychosocial assessment shall be initiated within 7 days of the applicant passing a criminal clearance in accordance with Welfare and Institutions Code (WIC) Section 16504.5.
4. The psychosocial assessment shall include:
  - a. A minimum of three separate face-to-face interviews with each applicant.
    - i. If more than one applicant, individual interviews and a joint interview with both applicants.
    - ii. At a minimum, at least one additional interview with all applicants, either separately or jointly.
    - iii. One of the required interviews may occur during training or in a classroom environment
    - iv. Additional interviews may occur as deemed necessary by the SFF RFA Social Worker
  - b. A minimum of one separate face-to-face interview with all other persons, including children and non-minor dependents (NMD), living in the home of the RFA applicant, which shall include but not be limited to an assessment of the following:
    - i. Parenting skills of the applicants
    - ii. Strengths and weakness of the applicants

- c. The majority of interviews shall take place in the home of an RFA applicant and shall include observation of the family environment and parent child interaction.
- d. At a minimum, the following information shall be gathered to complete the Psychosocial Assessment of an RFA applicant:
  - i. Childhood upbringing experiences.
  - ii. Adult experiences and personal characteristics.
  - iii. A risk assessment, which shall include:
    - 1. Past and current alcohol use and other substance use and abuse history.
    - 2. Physical, emotional, sexual abuse and family domestic violence history.
    - 3. Past and current physical and mental health of the RFA applicant.
  - iv. Current marital status and history of marriages, domestic partnerships, or significant relationships.
  - v. Children living in or out of the home:
    - 1. Name.
    - 2. Gender.
    - 3. Date of birth.
    - 4. Relationship to applicant.
    - 5. General health.
    - 6. Past and current behavioral issues.
    - 7. If children are not living in the home, the reason.
    - 8. Custody arrangements and disputes.
  - vi. Parenting approaches:
    - 1. Family traditions and beliefs.
    - 2. Family activities and home environment.
    - 3. Parenting practices and discipline methods.
    - 4. Families ability to parent a child from different backgrounds or experiences including race, ethnicity, sexual orientation, gender identity, or a child who is gender non-conforming.
  - vii. Discussion of the results of the background checks assessment.
  - viii. Social support system.
  - ix. Employment.
  - x. Financial situation:
    - 1. Ability to ensure the stability and financial security of the family.
    - 2. Understanding of legal and financial responsibilities when caring for a child or NMD.
  - xi. Motivation to become a Resource Family, including relationship to a specific child considered for placement with the applicant.
  - xii. Characteristics and demographics of a child or NMD best served by the Resource Family.
- e. A written home study containing all of the results of the psychosocial assessment will be completed by the SFF RFA Social Worker within 60 days of referral and submitted to Nevada County CPS. The report shall approve or deny an applicant and provide the reasons for that determination.

- f. Nevada County CPS shall review the written home study of Contractor's RFA Social Worker and include it as part of CPS's compressive assessment of the applicant.
- g. Contractor shall make programmatic adjustments within 30 days in the event that there any changes to the RFA Written Directives.

**Post-Adoption Services:**

Contractor shall provide post-adoption services as follows:

1. Facilitation of monthly adoptive parent support groups. Groups shall focus on adoption issues based upon the needs of the participants.
2. Provision of information, support and referral services by telephone, email and in-person to adoptive families residing in Nevada County.
3. Provision of referrals for adoption competent therapeutic services to those adoptive families requiring on-going clinical services. Types of clinical services may include individual, family and/or group counseling.
4. Provision of referral and linkage to services that include childcare, health care and developmental services.
5. Provision of information and linkages to supports for education, Regional Center Services, mentors, income support, respite services and transportation services.
6. Develop and distribute a monthly flyer announcing specific groups, events and post-adoption training opportunities.
7. Maintain and report service provision data as requested by Nevada County.

**EXHIBIT "B"**  
**SCHEDULE OF CHARGES AND PAYMENTS**  
**SIERRA FOREVER FAMILIES**

Payment under the terms of this Agreement shall not exceed \$185,000 for the entire contract term of January 1, 2017 through June 30, 2018, and shall be invoiced based on actual costs incurred by SFF in furtherance of the services set forth in Exhibit A. The contract amount for January 1, 2017 through June 30, 2017 shall not exceed \$46,250; and the contract amount for FY 2017/18 shall not exceed \$138,750 for satisfactory performance of services as outlined in Exhibit "A" and as budgeted below based on projected actual expenses:

DESCRIPTION	January 1, 2017- June 30, 2017	FY 2017-18
<b>TOTAL PERSONNEL EXPENSES</b>	<b>\$38,845</b>	<b>\$102,275</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$6,075</b>	<b>\$36,475</b>
<b>TOTAL CONTRACT EXPENSES</b>	<b>\$46,250</b>	<b>\$138,750</b>

**BILLING AND PAYMENT:**

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

- Dates/Month/hours of services rendered
- Cost of services rendered – identifying total direct costs
- Billing period covered
- Contract Number assigned to the approved contract
- Supporting documentation shall include names of participant(s) receiving services

Invoices are to be submitted to:

Nevada County Department of Social Services  
Attention: Nicholas Ready  
988 McCourtney Road #104  
Grass Valley, California 95949

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 be a discrepancy on the invoice; said invoice shall be returned to Contractor for correction and/or additional supporting documentation. Payments shall 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 each year, Contractor shall provide an invoice for services rendered for the month of May. An invoice of services provided for the month of June shall be provided no later than the tenth of July.