



RESOLUTION NO. 15-097

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING EXECUTION OF AMENDMENT NO. 1 TO THE RENEWAL PERSONAL SERVICES CONTRACT WITH SHONA TORGRIMSON DBA HELPING HANDS NURTURING CENTER (RES. 14-373)

WHEREAS, Child Welfare systems are required to provide Preventative and Early Intervention strategies that not only provide for the safety and permanency for children but also services that target the families' well-being, ensuring that the critical needs of children and families in the child welfare system are met; and

WHEREAS, under this agreement, the Contractor provides Nurturing Parenting Program (NPP) and Supervised Visitation Services for Child Protective Services (CPS) families; and

WHEREAS, the Nurturing Parenting Program services are family centered initiatives designed to build nurturing parenting skills. The long-term goals are to: 1) Prevent recidivism in families receiving social services; 2) Lower the rate of teenage pregnancies; 3) Reduce the rate of juvenile delinquency and alcohol abuse; 4) Stop the intergenerational cycle of child abuse by teaching positive parenting behaviors; and

WHEREAS, the parties desire to amend the contract maximum to match the level of utilization of services needed to match clients' needs during 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 Shona Torgrimson dba Helping Hands Nurturing Center for the provision of Nurturing Parenting Program (NPP) services as referred by Child Protective Services which increases the maximum contract price from \$100,000 to \$108,000 (an increase of \$8,000) for Fiscal Year 2014/15 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 10th day of March, 2015, by the following vote of said Board:

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

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER
Interim Clerk of the Board of Supervisors

By: 


Edward C. Scofield, Chair

3/10/2015 cc: DSS*
HHNC
AC*

**AMENDMENT #1 TO THE CONTRACT WITH
SHONA TORGRIMSON D/B/A HELPING HANDS NURTURING CENTER**

THIS AMENDMENT is dated this 1st day of February by and between SHONA TORGRIMSON D/B/A HELPING HANDS NURTURING CENTER, 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 August 12, 2014 per Resolution No. 14-373.

WHEREAS, the CONTRACTOR provides Nurturing Parenting Program (NPP) services for Child Protective Services (CPS) for the contract term of July 1, 2014 through June 30, 2015; and

WHEREAS, the parties desire to amend their Agreement to increase the maximum contract price from \$100,000 to \$108,000 (an increase of \$8,000) due to an unanticipated increase in utilization of services and 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 February 1, 2015.
2. That Section (§2.), Maximum Contract Price shall be changed to the following: \$108,000.
3. That Exhibit "B", Schedule of Charges and Payments, shall be revised to the amended Exhibit "B" as attached hereto and incorporated herein.
4. 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


Honorable Edward C. Scofield
Hands
Chair, Board of Supervisors

CONTRACTOR:


Shona Torgrimson d/b/a Helping
Nurturing Center
412 East Main Street, Suite B
Grass Valley, California 95945

Dated: 3/11/2015

Dated: 1-29-15

Attest 
~~Donna Landi~~ Julie Patterson Hunter Interim
Clerk of the Board of Supervisors

EXHIBIT "B"
SCHEDULE OF CHARGES AND PAYMENTS
Helping Hands Nurturing Center

Payment under the terms of this Agreement shall not exceed the maximum amount of \$108,000 for satisfactory performance of services as outlined in Exhibit "A" and as budgeted below:

| | |
|------------------------|-----------------|
| Child Protective Funds | \$70,000 |
| Ca1WORKs Funds | \$30,000 |
| CBCAP Funds | <u>\$ 8,000</u> |
| Total: | \$108,000 |

Upon full-execution of this Contract, County shall release to Contractor an initial one-time advance of five thousand dollars.

CONTRACT EXPENDITURE BREAKDOWN

| DESCRIPTION | Fiscal Year 2014/15 |
|---|---------------------|
| 1) Personnel Expenses: Salaries, benefits and payroll taxes. Salary calculated at \$35 per hour for NPP services and \$40 per hour for Supervised Visitations. | \$58,000 |
| 2) Operating Expenses <ul style="list-style-type: none"> • Insurance\$1,500 • Rent\$7,200 • Utilities.....\$1,200 • Phone\$1,200 • Office supplies..... \$ 600 • Travel..... \$1,200 • Staff Development/Training.....\$1,500 • Books/Materials.....\$3,300 • Sub-contractor(s).....\$30,800 (NPP Co-facilitator/Certified Visitation Monitor) | \$ 48,500 |
| 3) Equipment/Software | \$1,500 |
| Total Contract Expenses | \$108,000 |

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 an invoice to County by the 20th 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 will include names of participant(s) receiving services and those participants being billed to CalWORKs funding.

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 be 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 of each year, Contractor shall provide an invoice for services rendered for the month of May AND an invoice of services provided or pending for the month of June. Actual June expenses will be reconciled with supported documentation and submitted to the County by the July 30th of each year.

