



Workflow Status: Contract Pre Approval

Workflow Information

Initiator: Ashleigh Kitt **Item:** Stanford Youth Solutions
Started: 4/27/2020 8:25 AM **Status:** Approved
Last run: 6/24/2020 11:01 AM

Tasks

This workflow created the following tasks. You can also view them in [Contract Pre Approval Tasks](#).

| <input type="checkbox"/> Assigned To | Title | Due Date | Status | Related Content | Outcome |
|--|---|-----------|-----------|--|---------------------------|
|  Cindy Morgan | Please approve Stanford Youth Solutions | 5/27/2020 | Completed | Stanford Youth Solutions | Approved |
|  Nick Poole | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Approved |
|  Contracts Group BH Fiscal | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Approved |
|  Phebe Bell | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Approved |
|  Contracts Group County Counsel | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | |
|  Jamie Hogenson | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Approved |
|  Contracts Group Insurance | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Approved |
|  Contracts Group Auditor Approval | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | |
|  Linda West | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | |
|  Ashleigh Kitt | A change has been requested on Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Finished by Ashleigh Kitt |
|  Linda West | Please approve Stanford Youth Solutions | 6/1/2020 | Completed | Stanford Youth Solutions | Approved |
|  Ryan Gruver | Please approve Stanford Youth Solutions | 6/29/2020 | Completed | Stanford Youth Solutions | Approved |

Workflow History

The workflow recorded these events.

| <input type="checkbox"/> Date Occurred | Event Type | User ID | Description | Outcome |
|--|--------------------|-----------------|---|--|
| 4/27/2020 8:25 AM | Workflow Initiated | Ashleigh Kitt | Approval was started. Participants: Cindy Morgan;Contracts group BH Fiscal;Phebe Bell;Contracts Groups County Counsel;Nick Poole;Contract Group Insurance;Contracts Group Auditor Approval | |
| 4/27/2020 8:25 AM | Task Created | Ashleigh Kitt | Task created for Cindy Morgan. Due by: 5/27/2020 8:25:30 AM | |
| 5/20/2020 6:33 AM | Comment | Ashleigh Kitt | Participants for Approval on Stanford Youth Solutions were updated by Ashleigh Kitt. New participants: Nick Poole, Contracts Group BH Fiscal, Phebe Bell, Contracts Group County Counsel, Contracts Group Insurance, Contracts Group Auditor Approval | |
| 5/20/2020 6:33 AM | Task Created | Ashleigh Kitt | Task created for Nick Poole. Due by: 6/1/2020 12:00:00 AM | |
| 5/20/2020 3:37 PM | Task Completed | Nick Poole | Task assigned to Nick Poole was approved by Nick Poole. Comments: Looks good | Approved by Nick Poole |
| 6/8/2020 10:34 AM | Task Completed | Cindy Morgan | Task assigned to Cindy Morgan was approved by Cindy Morgan. Comments: Minor language changes to reflect new names: CPS to CWS, Sierra Forever Families to Stanford Sierra Youth and Families. | Approved by Cindy Morgan |
| 6/8/2020 10:34 AM | Task Created | Ashleigh Kitt | Task created for Contracts Group BH Fiscal. Due by: 6/1/2020 12:00:00 AM | |
| 6/8/2020 10:34 AM | Task Created | Ashleigh Kitt | Task created for Phebe Bell. Due by: 6/1/2020 12:00:00 AM | |
| 6/8/2020 11:33 AM | Task Completed | Phebe Bell | Task assigned to Phebe Bell was approved by Phebe Bell. Comments: | Approved by Phebe Bell |
| 6/9/2020 9:50 AM | Task Completed | System Account | Task assigned to Contracts Group BH Fiscal was approved by Brie Mendoza-Perez. Comments: Updated the UOS, contract max, budget table and fiscal language in the exh. The budget is not 100% correct. We will update Ashleigh when we have a revised budget back | Approved by Brie Mendoza-Perez |
| 6/9/2020 9:50 AM | Task Created | Ashleigh Kitt | Task created for Contracts Group County Counsel. Due by: 6/1/2020 12:00:00 AM | |
| 6/9/2020 10:10 AM | Task Completed | Cassandra Smith | Task assigned to Contracts Group County Counsel was delegated by Cassandra Smith. Comments: | Delegated by Cassandra Smith to Jamie Hogenson |
| 6/9/2020 10:10 AM | Task Created | Ashleigh Kitt | Task created for Jamie Hogenson. Due by: 6/1/2020 12:00:00 AM | |
| 6/9/2020 1:03 PM | Task Completed | Jamie Hogenson | Task assigned to Jamie Hogenson was approved by Jamie Hogenson. Comments: Made some corrections to the reso. thank you. | Approved by Jamie Hogenson |

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|--------------------|--------------------|--|--|---|
| 6/9/2020 1:03 PM | Task Created | ■ Ashleigh Kitt | Task created for Contracts Group Insurance. Due by: 6/1/2020 12:00:00 AM | |
| 6/9/2020 3:13 PM | Task Completed | ■ System Account | Task assigned to Contracts Group Insurance was approved by Marianne Mason. Comments: Risk says insurance looks good but PSA calls for \$2 million Prof Liab and they only have \$1 million... change Exhibit C limit??? Most policies expire 7/1/2020. | Approved by Marianne Mason |
| 6/9/2020 3:13 PM | Task Created | ■ Ashleigh Kitt | Task created for Contracts Group Auditor Approval. Due by: 6/1/2020 12:00:00 AM | |
| 6/10/2020 9:33 AM | Task Completed | ■ Linda West | Task assigned to Contracts Group Auditor Approval was delegated by Linda West. Comments: | Delegated by Linda West to Linda West |
| 6/10/2020 9:33 AM | Task Created | ■ Ashleigh Kitt | Task created for Linda West. Due by: 6/1/2020 12:00:00 AM | |
| 6/10/2020 11:27 AM | Task Completed | ■ Linda West | Linda West has requested a change to the task assigned to Linda West. Comments: Only the draft PSA is included--Exhibits A and B not complete. | Change Requested of Ashleigh Kitt by Linda West |
| 6/10/2020 11:27 AM | Task Created | ■ Ashleigh Kitt | Task created for Ashleigh Kitt. Due by: 6/1/2020 12:00:00 AM | |
| 6/13/2020 7:24 AM | Task Completed | ■ Ashleigh Kitt | Task assigned to Ashleigh Kitt for a requested change was completed by Ashleigh Kitt. Comments: "Contract for Signature" is final and ready for your review :) | Finished by Ashleigh Kitt |
| 6/13/2020 7:24 AM | Task Created | ■ Ashleigh Kitt | Task created for Linda West. Due by: 6/1/2020 12:00:00 AM | |
| 6/13/2020 9:24 AM | Comment | ■ Ashleigh Kitt | Participants for Approval on Stanford Youth Solutions were updated by Ashleigh Kitt. New participants: Ryan Gruver | |
| 6/23/2020 3:34 PM | Task Completed | ■ Linda West | Task assigned to Linda West was approved by Linda West. Comments: | Approved by Linda West |
| 6/23/2020 3:34 PM | Task Created | ■ Ashleigh Kitt | Task created for Ryan Gruver. Due by: 6/29/2020 12:00:00 AM | |
| 6/24/2020 11:01 AM | Task Completed | ■ Ryan Gruver | Task assigned to Ryan Gruver was approved by Ryan Gruver. Comments: | Approved by Ryan Gruver |
| 6/24/2020 11:01 AM | Workflow Completed | ■ Ashleigh Kitt | Approval was completed. | Approval on Stanford Youth Solutions has successfully completed. All participants have completed their tasks. |