

BOS No. Orig. #23-295
 Infor Contract No. 5241
 Cobblestone ID No. 1873

**FIRST AMENDMENT
 (BOS AGREEMENT NO. ____ - ____)**

This First Amendment to Agreement No. 23-295 (“First Amendment”) is made and entered into as of the last date signed below, by and between the County of Yolo (“County”) and Yolo County Children’s Alliance (“Contractor”), jointly referred to as the “Parties,” herein.

WHEREAS, on or about December 19, 2023, the Parties entered into Agreement No. 23-295 (“Agreement”); and

WHEREAS, the Parties would now like to amend the Agreement to:

1. Revise **Paragraphs III.B1. and III.B2.** to increase option year funding, update the lifetime maximum, and to add funding in the amount of \$327,462 by adding:
 - a. \$80,000 to Fiscal Year (FY) 2023-24; and
 - b. \$247,462 to FY 2024-25 for a new contract maximum of \$887,962; and
2. Revise **Paragraph V.A.** to update the Exhibits to include a scope of services and performance measures for parenting classes; and
3. Add **Exhibit A.3** effective March 1, 2024; and
4. Revise **Paragraph XVIII.B** of **Exhibit C** to update Contractor contact for notices; and
5. Revise **Exhibit D** to update budgets; and
6. Revise **Paragraph II.B.2(d)(i)** of **Exhibit E** to update contact information for County’s risk manager; and
7. Add **Exhibit F.3.**

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **Paragraphs III.B1. and III.B2.** are hereby amended to read as follows:

B1. Any other provision of this Agreement notwithstanding, the maximum payment obligation to Contractor through **June 30, 2025**, shall be no greater than **EIGHT HUNDRED EIGHTY-SEVEN THOUSAND NINE HUNDRED SIXTY-TWO DOLLARS (\$887,962)** specified as follows:

Fiscal Year 2023-24 January 1, 2024 through June 30, 2024	Fiscal Year 2024-25 July 1, 2024 through June 30, 2025	Total
\$266,833	\$621,129	\$887,962

B2. Option Years: The County may exercise its option to extend the term of the Agreement pursuant to Paragraph I.A. above. Upon request of the County, Contractor shall provide a contract budget for each option year in conformance with the requirements of this Agreement. The option year contract budgets shall be sent to HHSAContracts@yolocounty.org for review and approval by the Director. In the event that the County elects to exercise an option, County shall notify the Contractor in writing. The notice shall include the revised agreement term, approved funding amount to be added to the Agreement; and revised agreement maximum payment obligation, subject to the maximums set forth below:

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Option Year/ Fiscal Year (OY/FY)	Revised Agreement Expiration Date Per OY/FY	Maximum Increased Funding Amount Per OY/FY	Revised Agreement Lifetime Maximum Per OY/FY
OY/FY 2025-26	On or before June 30, 2026	Less than or equal to \$621,129	Less than or equal to \$1,509,091
OY/FY 2026-27	On or before June 30, 2027	Less than or equal to \$621,129	Less than or equal to \$2,130,220

In no event shall the term of the Agreement extend beyond **June 30, 2027**, nor shall the total contract maximum exceed the amount of **TWO MILLION ONE HUNDRED THIRTY THOUSAND TWO HUNDRED TWENTY DOLLARS (\$2,130,220)**, unless otherwise agreed to in writing by the parties and in conformity with the then-current Yolo County Procurement Policy approved by the Yolo County Board of Supervisors.

2. Paragraph V.A. to the Agreement is hereby amended to read as follows:

A. The complete Agreement shall include the following exhibits and attachment(s) attached hereto and incorporated herein:

- Exhibit A.1 – Scope of Services, In Home Safety Monitoring Services
- Exhibit A.2 – Scope of Services, Family Life Skills Program
- Exhibit A.3 – Scope of Services, Parenting Classes
- Exhibit B – Terms of Payment
- Exhibit C – Terms and Conditions
- Exhibit D – Contract Budget
- Exhibit E – HIPAA Compliance & Business Associate Agreement Addendum
- Exhibit F.1 – Performance Measures, In Home Safety Monitoring Services
- Exhibit F.2 – Performance Measures, Family Life Skills Program
- Exhibit F.3 – Performance Measures, Parenting Classes
- Exhibit G – Vendor Assurance of Compliance-Nondiscrimination in State and Federally Assisted Programs

3. Exhibit A.3 to the Agreement is hereby added to read as attached.

4. Paragraph XVIII.B. of **Exhibit C** to the Agreement is hereby amended to read as follows:

B. In lieu of written notice to the above addresses, any party may provide notices through the use of email provided the following email addresses are used;

Contractor:
olivia.arnold@yolokids.org

County:
 Contracts Unit: HHSAContracts@YoloCounty.org

Contract Administrator: Christina.Maciel@yolocounty.org

5. Exhibit D to the Agreement is hereby amended to read as attached.

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6. Paragraph II.B.2(d)(i) of Exhibit E to the Agreement is hereby amended to read as follows:

(i) Herbert Lester, Yolo County Risk Manager/Safety Officer at herbert.lester@yolocounty.org, and

7. Exhibit F.3 to the Agreement is hereby added to read as attached.

8. All attachments to this First Amendment are incorporated herein by this reference.

9. Except as specifically amended by this First Amendment, the Agreement shall remain in full force and effect according to its terms.

IN WITNESS WHEREOF the Parties have executed this First Amendment as of the day and year last set forth below.

CONTRACTOR

COUNTY OF YOLO

DocuSigned by:

Jeneba Lahai

9368A198C26045D
Jeneba Lahai, Executive Director
Yolo County Children’s Alliance

Date: 4/19/2024

Lucas Frerichs, Chair
Board of Supervisors

Date: _____

DocuSigned by:

Nolan Sullivan

D190B33D5DAB40E...
Nolan Sullivan, Director
Health and Human Services Agency

Attest:
Julie Dachtler, Senior Deputy Clerk
Board of Supervisors

By: _____
Deputy (Seal)

Approved as to Form:
Philip J. Pogledich, County Counsel

By: *Hope P. Welton*
Hope P. Welton, Senior Deputy

EXHIBIT A.3 – SCOPE OF SERVICES
Parenting Classes – Effective March 1, 2024

Contractor shall provide services in accordance with the following provisions.

I. SERVICE LOCATION(S)

Services rendered pursuant to this Agreement shall be provided at the following location(s):

Yolo County, California

(Clarksburg, Davis, Dunnigan, Esparto, Guinda, Knights Landing, Madison, Monument Hills, West Sacramento, Winters, Woodland, Yolo)

And/or

Yolo County Children's Alliance
600 A Street, Suite Y
Davis, CA 95616

II. PURPOSE

- A. The purpose is to provide services to parents, legal guardians and caretaker's referred by Child Welfare Services (CWS) that build and strengthen protective factors ensuring child safety, permanency, and well-being. Informed services shall improve parents, legal guardians and caretaker's protective capacities and skills allowing them to recognize safety concerns that create danger in the home, identify behavioral changes needed to increase safety and wellbeing, and demonstrate an increased awareness of protective factors to establish a safe, nurturing, and supportive environment for children.
- B. The Active Parenting Curriculum is specifically tailored for co-parenting families, alongside the continuation of the Nurturing Parent Program Curriculum. This strategic enhancement is in direct alignment with Yolo County's ongoing commitment to promoting family wellbeing and ensuring child safety, aiming to enrich the lives of our community members through comprehensive supportive educational resources.

III. TARGET POPULATION

Child Welfare Services referred co-parenting and non-co-parenting families and children.

IV. REQUIREMENTS

- A. Contractor shall conduct services in English and non-English languages, including the County's threshold languages (currently Spanish and Russian). Contractor shall be prepared to offer the curriculum in Farsi if needed.
- B. Contractor shall inform all parents at intake that they may be subject to random drug testing by CWS over the course of their involvement.
- C. Contractor shall respond to all phone/voicemail/email inquiries by CWS referred clients within 24 hours.
- D. Contractor shall provide training to staff on foundational understanding and key concepts related to child welfare practices through trainings from other providers or through University of California - Davis trainings. These trainings should focus on:
 - 1. Orientation to CA Child Welfare Practice.

EXHIBIT A.3 – SCOPE OF SERVICES
Parenting Classes – Effective March 1, 2024

2. Introduction to Child Development.
 3. Trauma-Informed Practice.
 4. Cultural Humility in Child Welfare. v. Child Maltreatment Identification Skills Lab.
 5. Managing the Plan: Supporting Safety, Permanency and Well Being.
- E.** Contractor shall ensure employees assigned to the County have passed a criminal background check, including drug testing performed at no costs to the County.
- F.** Contractor shall be in compliance with 2 CCR § 11017.1, screening employees for criminal background.
- G.** Criminal background search must be performed by a third-party consumer reporting agency and include a county criminal search in each county in which the individual has lived or worked in the last seven years, social security validation and trace, along with a search against the National Sex Offender Registry.
- H.** Contractor shall immediately notify the County if the background check reveals any convictions or charges pending adjudication, aside from minor driving violations.
- I.** All Contractor employees are required by law to report all known or suspected cases of child abuse or neglect, as set forth in Penal Code 11166[g]. If child abuse, neglect or a new incident is reasonably suspected or if an individual shares information with an employee leading him/her to believe abuse or neglect has taken place, a report must be made, as set forth in Penal Code 11166[a]
1. Contractor shall inform employees that they must contact Yolo County Child Abuse Hotline: 530-669-2345 or 530-669-2346 or after hours: 800-400-0022 to make a report
- J.** Contractor shall staff 2 Full Time Equivalent (FTE) Parent Support Specialists to administer program.
- K.** Contractor shall provide comprehensive training in both Active Parenting and Nurturing Parenting Program to all new staff, ensuring adherence to the County's high standards of service delivery.

V. SERVICES

- A.** Contractor shall provide parent education services to address the five protective factors.
1. Curriculums include: Integration of "Active Parenting" for co-parenting classes alongside the existing Nurturing Parenting Program (NPP) for non-co-parenting classes.
 2. Client Group Sizes: Adjusted to accommodate 4 to 20 clients per group. Out-of-county participants will be required to use video cameras for participation verification.
 3. Flexible Group Management: Based on referral patterns and demand.
 4. Group Configuration: 4 groups annually, each hosting up to 20 families.
 5. Enrollment Flexibility: Allowing families to join at any stage of the program.
 6. Personalized Support: Offering 1:1 one-on-one basis for families when necessary.
 7. Maximum clients served: 64
- B.** Contractor shall utilize the following curriculums:

EXHIBIT A.3 – SCOPE OF SERVICES
Parenting Classes – Effective March 1, 2024

1. Nurturing Parent Program (NPP)
 - a. NPP is for families who have been court ordered to attend parenting classes.
 - b. NPP will provide at least four (4) 12-week long group training cohorts for parents.
 - c. At least 1 of the 4 cohorts will be facilitated in Spanish and we will add a Russian speaking facilitated cohort if needed (with four or more families who speak Russian).
 - d. Each cohort (group) will have a minimum of 4 parents and a maximum of 20 parents.
 - e. Provide individual NPP Parenting curriculum on a one-on-one basis for families if necessary.
 2. Active Parenting: Cooperative Coparenting through Separation or Divorce
 - a. Active Parenting program assists parents with shielding their children from parental conflict related to separation or divorce.
 - b. Includes 8 sessions (16-20 hours)
 - c. Curriculum includes learning to defuse conflict by minimizing blame and taking responsibility for parents' contribution while establishing a positive, long-term, cooperative relationship with the other parent.
- C. Contractor shall use the following for Referral to Completion process:
1. Develop an Intake process for referred clients to include:
 2. Review of safety factors leading to CWS intervention.
 3. Review and signing a peer group agreement, describing the responsibilities clients must satisfy to successfully complete services.
 4. Provide necessary surveys and assessments within two weeks of intake to ensure the client attends the appropriate peer support group.
 5. Provide pre- and post-test evaluations measuring peer support group efficiency in improving client behaviors and skills pertaining to the safety, permanency, and well-being of the child.
 6. Pre- and post-tests shall include an evaluation that measures parental responsibility for events where safety was not present and for increasing parental capacity to increase safety/reduce risk for children.
 - a. Pre-and post-test documentation will be provided to CWS per reporting requirements.
 - b. The pre-test will be given prior to the start of the program and will determine:
 - i. Parent's knowledge of the safety factors present that led to CWS intervention, and
 - ii. The Five Protective Factors: parent resilience, knowledge of parenting and child development, social and emotional competence of children, social connections, and concrete support in times of need.
 - iii. Determine the baseline knowledge of the parents/caregivers.
 - c. The post-test will be given upon completing the program and should assess all same assessments stated above.
 7. Tasks and Activities:
 - a. Accept Parenting Classes referral form.
 - b. Accept "Intent to Participate" form completed and signed by CWS referred parent from CWS social worker.

EXHIBIT A.3 – SCOPE OF SERVICES
Parenting Classes – Effective March 1, 2024

- c. Utilize information contained in the "Intent to Participate" form as initial "pre-test" for the parent's training needs.
- d. Select appropriate training modules needed for parent(s) based on "pre-test, "Intent to Participate" form, parent's self-assessment and a Social Worker assessment.
- e. Inform all parents at intake that they may be subject to random drug testing over the course of their peer support group involvement.
- f. Provide each client with a program/course handbook, syllabus, and various handouts relevant to the discussion for each session/topic.
- g. Conduct training modules 2 hours weekly for a maximum of 3 months, as needed.
- h. Structure curriculum so that discussions of crises and concerns can occur at any point during the program, including prior to initiating the curriculum, and can result in re-ordering topics and modules to match the issues addressed.
- i. Provide a post-test to parent(s) at the completion of each training module.
- j. Provide a Certificate of Completion to each parent successfully completing the program.
- k. Inform CWS social worker immediately when statements, actions or concerns are present and indicate the need for a reassessment or action by CWS, i.e., new incident of harm to a parent/child or a parent attending class under the influence.
- l. Provide monthly progress reports and discharge summary at the termination of the training modules to CWS Social Workers. Reports and summaries to include:
 - i. Date of participation,
 - ii. Topics covered in session with the parent, and
 - iii. Topics identified that need to be covered with the parent but have not yet been covered.
- m. Provide a graduation summary report and a notice of make-up classes due, in a format approved by the CWS Director, to the CWS social worker within two weeks of course end. At a minimum, the report shall include:
 - i. Progress made by parent,
 - ii. The number of group session hours completed,
 - iii. An assessment of the parent's increased knowledge about the Five Protective Factors as demonstrated by tests and actions/behaviors of client prior to and after the program, and
 - iv. A completed raw data evaluation sheet (provided by the Contractor) to report to Social Worker, who will determine if the client needs to be re-referred or not.
- n. Meet weekly (or to the County's specification) with County to discuss and accept referrals for the Parenting Classes.
- o. Prepare monthly roster of services provided, to attach to monthly invoice sent to the Health and Human Services Agency.
- p. Look out for and identify potential dangers or risks that remain present in the household and provide the information to CWS via the Weekly Risk Reporting Template.

EXHIBIT D – CONTRACT BUDGET

Yolo County Children’s Alliance		
Building and Strengthening Protective Factors		
	Cost Items	Fiscal Year 2023-24 January 1, 2024 through June 30, 2024
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$198,900
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$29,835
2	Operating	\$38,098
3	Direct to Clients	\$0
4	Total	\$266,833

Yolo County Children’s Alliance		
Building and Strengthening Protective Factors		
	Cost Items	Fiscal Year 2024-25 July 1, 2024 through June 30, 2025
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$480,272
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$72,040
2	Operating	\$68,817
3	Direct to Clients	\$0
4	Total	\$621,129

Yolo County Children’s Alliance		
Building and Strengthening Protective Factors		
	Cost Items	Optional Year(s) July 1 st through June 30 th
1	a. Personnel (Salary, Benefits, and Payroll Taxes)	\$480,271
	b. Indirect/Overhead/Administration, not to exceed 15% of Personnel Costs (Item 1a)	\$72,041
2	Operating	\$68,817
3	Direct to Clients	\$0
4	Total	\$621,129

EXHIBIT F.3 – PERFORAMANCE MEASURES

Parenting Classes

Parent Education Services	Yolo County Children’s Alliance	Jeneba Lahai
Program Purpose	Building and Strengthening Protective Factors- Parent Education Program will build and strengthen protective factors ensuring child safety, permanency, and well-being. services shall improve parents, legal guardians and caretaker’s protective capacities and skills allowing them to recognize safety concerns that created danger in the home, identify behavioral changes needed to increase safety and wellbeing, and demonstrate an increased awareness of protective factors to establish a safe, nurturing, and supportive environment for children.	
Program Information	<p>Building and Strengthening Protective Factors services will improve family functioning and resiliency, develop, and increase social and concrete supports, expand parents’ knowledge of parenting and child development, and increase parents’ skills to improve nurturing and attachment.</p> <p>Program purpose:</p> <ul style="list-style-type: none"> • To provide evidence-based services available for child welfare services involved parents, legal guardians and caregivers with a focus on enhancing caregivers’ protective capacity. • To promote child safety in the home through safety planning, counseling, home visiting, and participation in support and instructional groups. • To develop and expand the array of services available, and to better monitor and track outcomes. • To strengthen services for parents who’ve had children removed, and to significantly improve the safety, permanency, and wellbeing of children that are placed into care. • To provide services necessary in the prevention of removal and re-entry. <p>The Parent Education Services will promote family wellbeing and child safety, aiming to enrich the families of CWS through comprehensive, supportive educational resources.</p>	
PM1: How much did we do?		
1.1	# of referrals received	
1.2	# of individuals/families who completed intake and successfully enrolled in the program	
1.2	# of unduplicated individuals/families served	
1.3	# of parents that have experienced harsh discipline techniques	
1.4	# of parents that have children with developmental, behavioral problems or special needs	
PM2: How well did we do it?		
2.1	# & % of individuals/families enrolled and received services within 24 hours of referral	
2.2	# & % of individuals/families who received services within 10 days of referral	
2.8	# and % of individuals who successfully completed the program	
PM3: Is anyone better off?		
3.1	# & % of parents that understand how to apply age-appropriate behavior development when caring for their children	
3.2	# & % of parents that gained skills to address their children’s behavior in a positive way and create a safe environment for their children to thrive	
3.3	# & % of parents that identify that their relationship with their children impacts the child’s ability to interact positively with others, self-regulate and to effectively communicate his or her emotions and can identify that children that experience or witness violence, need a safe environment to have the opportunity to develop	

EXHIBIT F.3 – PERFORAMANCE MEASURES

Parenting Classes

3.4	# & % of parents that understand the importance of social connections and a social network and can identify resources available i.e., friends, family members, neighbors, peer support groups, other members or groups within the community that can provide emotional support
3.5	# & % of parents that can identify resources to ensure the basic needs, such as, resources to food, clothing, and shelter, of a family are met, and can identify that isolation and lack of social connections can lead to abuse and neglect
3.6	# & % of parents that can identify when it is appropriate to reach out for community support and that feel they will reach out for help in times of need
3.7	# & % of parents that can identify their specific resources in their social network and that understand that reaching out for support for certain services, such as, substance abuse and domestic violence should not be stigmatized

Performance Measures Reports are due Quarterly as follows:

For the period of July 1st through September 30th submit on or before October 31st

For the period of October 1st through December 31st submit on or before January 31st

For the period of January 1st through March 30th submit on or before April 30th

For the period of April 1st through June 30th submit on or before July 31st

Contractor shall submit the Performance Outcome Measures report electronically via email to:
Allison.Dodd@yolocounty.org and Joni.Lara-Jimenez@yolocounty.org