# AMENDMENT TO AGREEMENT

	THIS A	MENDME	NT I, herein	latter referred to as Amendment, is made and entered into
this	5th	_ day of	June	, 2018, by and between the COUNTY OF
FRE	SNO, a P	olitical Sub	division of	the State of California, hereinafter referred to as
"CO	UNTY",	and UPLIF	T FAMIL	Y SERVICES (Formerly FAMILIES FIRST, INC. ), a
Priva	te Non-Pı	ofit Corpor	ation, whos	se address is 251 Llewellyn Avenue, Campbell, California
95008	8-1940, h	ereinafter re	eferred to as	s "CONTRACTOR".

WHEREAS, the COUNTY and FAMILIESFIRST, INC. entered into that certain Agreement, identified as COUNTY Agreement No. A-15-189, effective July 1, 2015, hereinafter referred to as the "Agreement"; and

WHEREAS, FAMILIESFIRST, INC. changed its name to UPLIFT FAMILY SERVICES effective March 22, 2016; and

WHEREAS, the COUNTY engaged the CONTRACTOR for the purpose of providing Wraparound services and Therapeutic Foster Care services (TFC) to SB 163 eligible children and their families involved in the Child Welfare System (CWS); and

WHEREAS, the term of Agreement No. A-15-189 is set to end on June 30, 2018 and the COUNTY has contracted with another vendor to provide these services beginning June 1, 2018 and COUNTY has a need to extend the term of Agreement No. A-15-189 to provide for a smooth transition of clients from CONTRACTOR to the new vendor; and

WHEREAS, the parties desire to amend the Agreement regarding changes as stated below and restate the Agreement in its entirety.

NOW, THEREFORE, in consideration of their mutual promises, covenants and conditions, hereinafter set forth, the sufficiency of which is acknowledged, the parties agree as follows:

- 1. That the following text in the Agreement, Page One (1), beginning with Section One (1), Line twenty-six (26) and ending on Page One (1), Line twenty-seven (27) with the word "herein" be deleted and the following inserted in its place:
- "A. CONTRACTOR shall perform all services and fulfill all responsibilities as set forth in Revised Exhibit A, "Summary of Services," attached hereto and by this reference

incorporated herein."

2. That the following text in the Agreement, Page Three (3), beginning with Section Two (2), Line one (1) with the word "2. TERM" and ending on Page Three (3), Line Ten (10) with the word "term." be deleted and the following inserted in its place:

### "2. TERM

This Agreement shall become effective on the first day of July 2015 and shall terminate on the 30<sup>th</sup> day of September 2018.

3. That the following text in the Agreement, Page Four (4), beginning with Section Four (4), Line Six (6) with the word "4. COMPENSATION" and ending on Page Four (4), Line Twenty (20) with the word "CONTRACTOR" be deleted and the following inserted in its place:

# "4. COMPENSATION

A. COUNTY agrees to pay CONTRACTOR and CONTRACTOR

Agrees to receive compensation in accordance with Revised Exhibit B, "Budget," attached hereto
and by this reference incorporated herein. Mandated travel shall be reimbursed based on actual
expenditures and mileage reimbursement shall be at CONTRACTOR's adopted rate per mile, not
to exceed the IRS published rate. In no event shall the administrative costs exceed the total
amounts identified in Revised Exhibit B. Payment shall be made upon certification or other proof
satisfactory to COUNTY's DSS that services have actually been performed by CONTRACTOR as
specified in this Agreement.

For each twelve (12) month period of this Agreement, in no event shall all actual services performed under this Agreement be in excess of Four Million, Five Hundred Thousand, and no/100 Dollars (\$4,500,000). For the additional Three (3) month period of this Agreement (July 1, 2018 through September 30, 2018), in no event shall all actual services performed under this Agreement be in excess of Four Hundred Eighty-Nine Thousand Two Hundred Seventy Dollars (\$489,270). The cumulative total of this Agreement for the Three (3) year and Three (3) month period for both specialty mental health Medi-Cal and Non-Medi-Cal billable services shall not be in excess of Thirteen Million, Nine Hundred Eighty-Nine Thousand, Two Hundred Seventy Dollars (\$13,989,270). It is understood that all expenses incidental to

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27 28 CONTRACTOR's performance of services under this Agreement shall be borne by CONTRACTOR."

That the following text in the Agreement, in Section Four (4) (COMPENSATION), 4. Subsection C (Non-MHP Mental Health Services and Other Wraparound Services), on Page Seven (7), beginning with Line Three (3) with the word "In" and ending on Page Seven (7), Line Nine (9) with the amount "(\$3,375,000.00)." be deleted and the following inserted in its place:

"In no event shall services performed by CONTRACTOR for Non-MHP Mental Health Services and Other Wraparound Services be in excess of One Million, One Hundred Twenty-Five Thousand, and No/100 Dollars (\$1,125,000.00), for each Twelve (12) month period: July 1, 2015 through June 30, 2016; July 1, 2016 through June 30, 2017; and July 1, 2017 through June 30, 2018.

In no event shall services performed by CONTRACTOR for Non-MHP Mental Health Services and Other Wraparound Services be in excess of One Hundred Twenty-Two Thousand, Three Hundred and Seventeen Dollars and No/100 Dollars (\$122,317.00), for the additional Three (3) month period of this Agreement (July 1, 2018 through September 30, 2018).

In no event shall the maximum reimbursements for Non-MHP Mental Health Services and Other Wraparound Services from July 1, 2015 through September 30, 2018 exceed Three Million, Four Hundred Ninety-Seven Thousand, Three Hundred and Seventeen Dollars and No/100 Dollars (\$3,497,317.00)."

- That all references in the Agreement to "Exhibit A" shall be changed to read 5. "Revised Exhibit A", which is attached hereto and incorporated herein by this reference.
- That all references in the Agreement to "Exhibit B" shall be changed to read 6. "Revised Exhibit B", which is attached hereto and incorporated herein by this reference.
- COUNTY and CONTRACTOR agree that this Amendment is sufficient to amend 7. Agreement No. A-15-189, and that upon execution of this Amendment, the original Agreement, and this Amendment, shall together be considered the Agreement.

The Agreement, as hereby amended, is ratified and continued. All provisions, terms, covenants, conditions and promises contained in the Agreement and not amended herein shall remain

in full force and effect. This Amendment shall become effective upon execution on the day first 1 hereinabove written. ///

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1	IN WITNESS WHEREOF, the parties her	eto have executed this Agreement as of the day and year first
2	hereinabove written.	•
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4	CONTRACTOR	COUNTY OF FRESNO
5	Uplift Family Services	C. hitis
6	(Authorized Signature)	Sal Quintero, Chairperson of the Board of
7	Kathy McCarthy	Supervisors of the County of Fresno
8	Print Name	
9	C 00	
10	Title (Chairperson of the Board, President or Vice-President)	
11		
12	(Authorized Signature)	ATTEST:
13		Bernice E. Seidel
14	Print Name	Clerk of the Board of Supervisors
15		County of Fresno, State of California
16	Title (Secretary of Corporation, or	
17	Chief Financial Officer/Treasurer,	
18	or any Assistant Secretary or Treasurer)	
19	Mailing Address	
20	251 Llewellyn Avenue Campbell, CA 95008	•
21	Cambbell, CA 93008	
22	FOR ACCOUNTING USE ONLY:	
23	Medi-Cal Billable Services	
24	Fund/Subclass: 0001/10000 ORG No.: 56107870	
25	Account No.: 7223	
26	Non Medi-cal Billable Services Fund/Subclass: 0001/10000	

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ORG No.: 56107663 Account No.: 7870

### **SUMMARY OF SERVICES**

ORGANIZATION: Uplift Family Services, Inc., (Formerly Families First, Inc.)

SERVICES: Senate Bill 163 Wraparound and Therapeutic Foster Care Services

CONTRACT PERIOD: July 1, 2015 - September 30, 2018

AMOUNT: \$4,500,000 (July 1, 2015 – June 30, 2016)

\$4,500,000 (July 1, 2016 – June 30, 2017) \$4,500,000 (July 1, 2017 – June 30, 2018) \$489,270 (July 1, 2018 – September 30, 2018)

**SUMMARY OF SERVICES:** CONTRACTOR shall perform all Wraparound Approach Services (Wraparound), including emergency mental health support services, and Therapeutic Foster Care (TFC) services and fulfill all responsibilities identified in COUNTY's Request for Proposal (RFP) No. 952-5322 dated January 5, 2015, the RFP Addendum dated January 22, 2015 (referred to as the Revised RFP), and CONTRACTOR's response to said Revised RFP dated February 11, 2015 and all incorporated herein by reference and made part of this Agreement. Services provided, at a slot capacity of 150 children at any given time, include specialty mental health services, Wraparound Approach Services (Wraparound) and TFC, that emphasize the strength of the child and the family. Services are highly coordinated, highly individualized and unconditional, they address needs and achieve positive outcomes in the lives of enrolled children and their families and may include, but are not limited to: mentoring, tutoring, recreational activities, shadowing, community involvement, school-sponsored activities, faith-based programs and activities, and volunteerism.

CONTRACTOR recognizes that the COUNTY operates its mental health programs under an agreement with the State Department of Health Care Services (DHCS), and that under said agreement the State imposes certain requirements on COUNTY and its subcontractors.

CONTRACTOR shall adhere and be responsible for compliance as of the effective date of each Federal, State or local law or regulation specified. In the event any, regulation or policy referred to in the Agreement, RFP or this Exhibit A is amended during the term of this Agreement, the parties agree to comply with the amended provision as of the effective date of such amendment.

**SCHEDULE OF SERVICES:** CONTRACTOR office(s) shall be open Monday through Friday, 8 a.m. to 5 p.m. Staff can access the office outside of these hours should they need to provide services on site after 5 p.m. or on weekends. The majority of services will be provided in the community and are scheduled on days and times that are convenient to the families, including evenings and weekends. Youth/families also have access to stand by a crisis support phone line twenty-four (24) hours/day, seven (7) days/week. The stand-by worker, in consultation with a supervisor, will determine the level of support needed to address the crisis, which ranges from telephone support and coaching to immediate in person response by staff.

**TARGET POPULATION:** 1) An enrolled child who has been adjudicated as either a dependent or ward of the juvenile court pursuant to the Welfare Institution Code, Section 300, 601, or 602 and who would be placed in a group home licensed by COUNTY's Department of Social Services (DSS) at a rate classification level (RCL) of 10 or higher; 2) A child/youth who has been adjudicated as either a dependent or ward and who has experienced three (3) or more placement moves or psychiatric hospitalizations within the past twenty-four (24) months; 3) A child/youth who is in an adoptive placement or has a finalized adoption who qualifies for

Adoption Assistance Program (AAP) benefits and has an urgent and/or intensive mental health need which causes impairment at school, home, and/or in the community; 4) A child/youth who is at imminent risk of placement in a RCL 10 or above or currently placed in a RCL 10 or above and is within sixty (60) days of returning to the community.

**CONTRACTOR AGREES** to provide all Wraparound, emergency medical supports and TFC services identified in COUNTY's Revised RFP. The following are highlights and/or further defined/updated responsibilities of said items.

#### **CONTRACTOR SHALL:**

- Work collaboratively in an integrated service delivery model within the community, region and state to obtain the outcomes, goals and strategies of the California Partners for Permanency (CAPP) and Katie A. Core Practice Models, SB163 Service Models and Therapeutic Foster Care Models.
- 2. Have the ability to comply with applicable Federal and State of California laws and Regulations, including but not limited to the Business Associate requirements of the Health Insurance Portability and Accountability Act (HIPAA). (45 CFR parts 160, 162 and 164); the Health Information Technology for Economic and Clinical Health Act regarding the confidentiality and security of patient information; and the Genetic Information Nondiscrimination Act (GINA) of 2008 regarding the confidentiality of Genetic information.
- 3. Maintain responsibility to provide and appropriately bill for Katie A. Subclass members if medically necessary and provided within the CAPP and Katie A. Core Practice Model and in accordance with the "Medi-Cal Manual for Intensive Care Coordination (ICC), Intensive Horne Based Services (IHBS) & Therapeutic Foster Care (TFC) for Katie A. Subclass Members", incorporated herein by reference.
- 4. Hire racially and ethnically diverse staff, whenever possible, reflective of the target population to provide or assist with culturally competent, client and family-driven mental health and supportive services.
- 5. Recruit qualified subcontractors, as needed, to provide authorized Wraparound services.
- 6. Work cooperatively and collaboratively with Child Welfare Service (CWS) staff, Child Welfare Mental Health Program staff and all treatment providers, caregivers, Foster Family Agencies (FFA) to achieve the individual and collective treatment goals and support the CWS case plan, communicate/resolve barriers to care, provide continuity and warm-handoffs whenever possible when clients transition from higher-to-lower or lower-to-higher levels of care whether within or outside of Fresno County.
- 7. Ensure clinical supervision of registered/waivered mental health clinicians, including co-signing or reviewing documentation and claiming in Electronic Medical Records as required by the Board of Behavioral Sciences (BBS) or COUNTY requirements. All supervision shall be provided by licensed Clinical Supervisors. The Clinical Supervisor shall be two (2) years post-licensure and have completed the required

- training in accordance with the BBS.
- 8. Arrange for and complete a mental health assessment, if needed, including clinical analysis of the history and current status of a beneficiary's mental, emotional, or behavioral disorder; relevant cultural issues and history; diagnosis; and use of testing procedures.
- Address the demographic make-up and population trends of the Target Population to identify their cultural and linguistic needs in designing and planning for providing appropriate behavioral health services.
- Ensure employees attend Cultural Competency, Compliance, and Billing and Documentation trainings provided by the COUNTY upon hire and annually thereafter or as needed.
- 11. Assist with training COUNTY staff and the community in S8163 Wraparound Service processes and service options.
- 12. Develop training curriculum, as COUNTY identifies a need.
- 13. Meet all requirements to become a Short-Doyle Medi-Cal organizational provider for Specialty Mental Health Services in the Fresno County Mental Health Plan (MHP).
- 14. Maintain ongoing responsibility for Data and Reporting, including the following:
  - a. Send applicable information and reports to the following distribution list for COUNTY staff: DSS Financial Analyst, DSS Contract Analyst, DSS Program Manager, DSS Social Work Supervisor and DBH Contract Analyst (actual names and email addresses to be provided at a later date).
  - Possess the administrative and fiscal capability to provide and manage the proposed services and ensure a cost-effective service delivery and operational structure with an audit trail that adheres to Generally Accepted Accounting Principles.
  - c. Report on performance measures (utilizing the Monthly Activity Report, identified in Exhibit H), outcomes, units of service for Medi-Cal and Non Medi-Cal billable services, cost allocation reports, or other reports as established by COUNTY. This Agreement will be closely monitored for performance and CONTRACTOR will be required to report monthly outcomes and expenses.
  - d. All reports will be due to the County by the 20th of each month, and be reviewed for accuracy. (If the 20<sup>th</sup> lands on a weekend or Holiday, reports will be due the next business day). Reimbursement for monthly expenses may be delayed in the event inaccurate reports are submitted.
  - e. Provide COUNTY with Outcome Reports every six (6) months. Outcome Report formats will be established through COUNTY/CONTRACTOR collaboration. Outcome Report measurements may change, based on requirement information or measurements needed. Current Outcome measurements are listed as follows:

- 1) Cost Effectiveness, 2) Family Functioning, 3) Prevention of Placements in More Restrictive Environments, 4) Improvement of Emotional and Behavioral Adjustment, 5) School Attendance, 6) Academic Performance, 7) Parent or Caregiver Satisfaction, and 8) Improvement in Family Involvement, Family & Child Goal Attainment
- f. Provide COUNTY with various reports throughout the length of the child's enrollment in the program; a few of which are standardized and included herein; Exhibit P "Monthly Progress Report", Exhibit Q "Discharge Presentation", Exhibit R "Individual Child and Family Plan Presentation Outline", and Exhibit S "Individual Child and Family Plan (ICFP)"
- g. Maintain electronic health records and supply their own personal computers, Internet access, printers, signature pads and other network devices to meet statistical reporting requirements, report client and program outcomes and any State or County data requirements of the Katie A. Implementation Plan. CONTRACTOR shall also maintain capability to enter electronic billing claiming data into COUNTY's Avatar system. A computer with Internet access is required for office and field-based staff.
- 15. Cooperate and participate with the COUNTY MHP in Quality Assurance/Improvement and Utilization Review Programs and grievance procedures, and comply with all final determinations rendered by COUNTY's Quality Assurance/Improvement and Utilization Review Programs, unless the decision is reversed on appeal as set forth in the COUNTY MHP Provider Manual, incorporated herein by this reference. COUNTY's adverse decisions regarding CONTRACTOR services to clients may result in the disallowance of payment for services rendered; or may result in additional controls to the delivery of services; or may result in the termination of this Agreement. COUNTY shall have sole discretion in the determination of Quality Assurance/Improvement and Utilization Review outcomes, decisions and actions.
- 16. Establish criteria and protocols to insure referral to services are therapeutically appropriate, benefits the client and caregiver, achieves the client's treatment goals and supports the success of the CWS case plan and avoids any potential for perceived or actual conflict of interest or self-referral.
- 17. Maintain responsibility for any court reports and/or necessary testimony:
  - a. Court Reports Documented reports of assessment and evaluation findings, progress in treatment, recommendations for treatment and service plans regarding reunification, maintenance and termination of parental rights, and justification for recommendations.
  - Court Testimony- On-site court testimony of assessment and evaluation findings, treatment and service plan recommendations regarding reunification, maintenance and termination of parental rights, and justification for recommendations.
- 18. Obtain signatures, as required, regarding consent:

- a. Care provider can sign for day trips and other minor miscellaneous items.
- b. Court Order should suffice for most other items.
- 19. Upon notification of a pending court hearing, CONTRACTOR agrees to complete and submit to the COUNTY a "Periodic Review Report twenty-one (21) calendar days prior to the court date or seven (7) calendar days after notification.

#### COUNTY SHALL BE RESPONSIBLE FOR THE FOLLOWING:

#### COUNTY shall:

- 1. Designate a contact person for CONTRACTOR to communicate with, when necessary.
- 2. Meet with CONTRACTOR monthly, or as often as needed, to exchange pertinent information, resolve problems, and work collaboratively to coordinate services.
- 3. Include necessary items in initial referral packets, as agreed upon by both CONTRACTOR and COUNTY. Referral Packets shall include the following:
  - a. A completed referral
  - b. Placement History
  - c. Current court orders detention minute order (CHDP Medical/Dental)
  - d. Health and Education Passport (HEP)
  - e. Mental Health Assessment (including most recent, if available)
  - f. T earn Decision Meeting (TDM)/Staffing notes (if available)
  - g. Individualized Education Program (IEP) (if available/applicable)
  - h. JV220 (if applicable)
  - i. FFA/Group Home Quarterly Report
- 4. Facilitate Intensive Care Coordination (ICC) meetings initially, and no less than every ninety (90) days, for a child/youth identified as a Katie A. Subclass client.
- 5. Organize teaming meetings in alignment with CAPP, SB 163 and Katie A. Core Practice models for which CONTRACTOR will be required to participate, when appropriate.
- 6. Provide education and training on CWS, practice models and Medi-Cal licensing, documentation and billing requirements, as needed.
- 7. Expedite court processes required to change placements.
- 8. Screen children and their families for enrollment of Wraparound program. Provide medication evaluations, ongoing monitoring and comply with State and County regulations related to the JV220 process or other court requirements, complete Treatment Authorization Requests (TARs) when ordering psychotropic medications and coordinate the client care with the therapist and treatment team.
- 9. Act as liaison between staff and/or representatives of the California Department of Social Services (CDSS) and CONTRACTOR.
- 10. Manage the Wraparound Program trust funds.

- 11. Monitor this Agreement for achievement of agreed upon outcomes and for compliance with the specified terms and conditions herein.
- 12. Through the MHP utilization management and quality improvement process, may be required to take action necessitating consultation with its Medical Director, or with other physicians, prior to authorization of MHP Covered Services, or to terminate this Agreement. In the interest of program integrity or the welfare of clients, COUNTY may introduce additional utilization controls as may be necessary at any time and without advance notice to CONTRACTOR. In the event of such change, COUNTY shall notify CONTRACTOR in writing, and the change shall take effect upon the tenth (10th) calendar day following the deposit of said notice, by COUNTY, into the United States mail, postage prepaid, to the address set forth in Section 33 of this Agreement.
- 13. Notify the CONTRACTOR when court hearings are scheduled.

**PERFORMANCE MEASUREMENTS:** Under the Katie A. Settlement Agreement and Implementation Plan, the DHCS and CDSS are working to adopt statewide use of a data-informed system of performance oversight, accountability, and communication that efficiently monitors, measures, and evaluates access, quality, satisfaction, effectiveness, costs, and outcomes at the individual, program, and system levels.

Performance measurements developed by COUNTY will reflect the information required by DHCS and CDSS. Outcome indicators for this Agreement will continue to be developed in conjunction with CONTRACTOR and State departments.

D0004   Title			ces	First	EMQ Familles	nc, dba	Senate Bill 163 Wraparound FamillosFirst, I Budget - Jul	
Line Item Description (Must be ifemized)						T	udget Categories -	Budget (
Line   Item Description (Must be itemized)						l		
PERSONNEL SALARIES	1		1			ETE 0/	ce llem Description (Must be demized)	l ice Item
D001   Title	ost Total	T Billable Cost	Disable Cost	Billable Cost	Binable Cost	FIE %		
10002   Title   Clinician   1	623 \$82,4	\$20,623	\$61,870			1.00		
0003   Title							002 Title Clinician I	0002
0005   Title						0.50		
0006   Tible		\$33,653						
0007   Title								
12.00   S350,118   S116,70   S350,118   S116,70   S16,70   S16,7							•	
Description		1						
0010   Title			\$330,770					
D011   Title			\$497,029					
D013   Title   Program Supervisor   3,00   \$115,976   \$38,65   \$9,087   \$9,69			• •				• • •	0011
O014   Title   Infake Coordinator   1,00     529,087   \$9,69	003 \$40,0	\$10,003	\$30,007			1.00	112 Title Family Service Coordinator	0012
0016   Title   Administrative Assistant II   1,00   \$24,914   \$8,305   \$1,0016   Title   Billing Specialist   1,00   \$23,268   \$7,756   \$1,0017   Title   ED, Regional Executive Director   0,45   \$39,089   \$13,030   \$13,030   \$13,030   \$1101   \$1101   \$25,596   \$35,532   \$17,345   \$1009   Title   Learning Partners   1,00   \$52,596   \$35,532   \$17,345   \$1002   Title   Outcomes & Evaluation   0,50   \$17,400   \$5,800   \$17,405   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$17,400   \$6,800   \$10,0021   \$1		\$38,659			1			
0016   Title   Billing Specialist   1.00   523,268   57,756		\$9,696						
O017   Title   ED, Regional Executive Director   0.45   S39,089   \$13,030     S11,001   S25,596   S8,532   S9,532   S9	\$33,2							
Content   Cont	\$31,02							
D019	\$52,11 \$34,12		, ,					
D020	\$69,37							
Oct   Title   Quality Support   O.50   S28,721   S9,574   SALARY TOTAL   S5.95   \$211,022   \$70,342   \$1,637,777   \$715,155   \$7030   OASDI   old age survivor and disability   \$13,083   \$4,361   \$101,542   \$44,331   \$031   FICAMBEDICARE   \$3.060   \$1,020   \$23,748   \$10,377   \$715,155   \$10,377   \$1,637   \$10,377   \$1,637	\$23,20							
SALARY TOTAL   65.95   \$211,022   \$70,342   \$1.637,777   \$715,15	\$38,29		!					
O330   OASD    old age survivor and disability   \$13,083   \$4,361   \$101,542   \$44,331   \$031   FICAMEDICARE   \$3,060   \$1,020   \$23,748   \$10,370   \$20,320   U.I.   \$4,959   \$1,653   \$38,488   \$16,800   \$1,020   \$23,748   \$10,370   \$20,0032   U.I.   \$21,102   \$7,034   \$163,778   \$71,515   \$28,600   \$1,020   \$21,032   \$163,778   \$71,515   \$21,002   \$21	\$2,634,29	\$715,154	\$1,637,777	\$70,342		65.95	SALARY TOTAL	
S3.060   \$1,020   \$23,748   \$10,376   \$4,959   \$1,653   \$33,488   \$16,800   \$1,020   \$23,748   \$10,376   \$4,959   \$1,653   \$33,488   \$16,800   \$21,102   \$7,034   \$163,778   \$71,515   \$163,778   \$71,515   \$163,778   \$71,515   \$163,778   \$71,515   \$163,778   \$163,778   \$71,515   \$163,778   \$163,797   \$163,7								
DO32 U.I.   S4,959   S1,653   S38,488   S16,808   EMPLOYEE BENEFITS:   S21,102   S7,034   S163,778   S71,511   S71		\$44,339		. ,		- 1		
PAYROLL TAX TOTAL   \$21,102   \$7,034   \$163,778   \$71,515						- 1	•• •• •• •• ••	
EMPLOYEE BENEFITS:								0032
0040         Retirement         58,441         \$2,814         \$65,511         \$28,606           0041         Workers Compensation         \$5,331         \$2,110         \$49,133         \$21,456           0042         Health Insurance (medical vision, life, dental)         \$23,351         \$7,784         \$181,235         \$79,131           EMPLOYEE BENEFITS TOTAL         \$38,123         \$127,08         \$295,879         \$129,195           SALARY & BENEFITS GRAND TOTAL         \$270,247         \$90,084         \$2,097,434         \$915,866           FACILITIES/EQUIPMENT EXPENSES:         Medi-Cal Billable Cost         Bil	101 \$200,42	\$71,010	3100,770	\$1,034	\$21,102			EMPLOY
0041         Workers Compensation         \$6,331         \$2,110         \$49,133         \$21,456           0042         Health Insurance (medical vision, life, dental)         \$23,351         \$7,784         \$181,235         \$79,136           EMPLOYEE BENEFITS TOTAL         \$38,123         \$12,708         \$295,879         \$129,195           SALARY & BENEFITS GRAND TOTAL         \$270,247         \$90,084         \$2,097,434         \$915,866           FACILITIES/EQUIPMENT EXPENSES:         Medi-Cal Billable Cost Billable Cos	506 \$105,37	\$28,606	\$65,511	\$2.814	58.441	ı		
EMPLOYEE BENEFITS TOTAL   \$38,123   \$12,708   \$295,879   \$129,195   \$320,247   \$90,084   \$2,097,434   \$915,865   \$129,195   \$320,247   \$90,084   \$2,097,434   \$915,865   \$100		\$21,455				l		
SALARY & BENEFITS GRAND TOTAL   \$270,247   \$90,084   \$2,097,434   \$915,866		\$79,138	\$181,235	\$7,784	\$23,351		42 Health Insurance (medical vision, life, dental)	0042
Medi-Cal   Non Medi-Cal   Billable Cost   Bi		\$129,199						
FACILITIES/EQUIPMENT EXPENSES:   Billable Cost   Billable Cost   1010   Rent/Lease Bullding   37,917   12,639   1011   Rent/Lease Equipment   3,122   1,041   1014   Maintenance (facility)   3,342   1,114   1017   Other - Depreciation   4,218   1,406	\$3,373.63	\$915,868	\$2,097,434	\$90,084	\$270,247		SALARY & BENEFITS GRAND TOTAL	
1010   Rent/Lease Building   37,917   12,639     1011   Rent/Lease Equipment   3,122   1,041     1014   Maintenance (facility)   3,342   1,114     1017   Other - Depreciation   4,218   1,406     FACILITY/EQUIPMENT TOTAL   \$48,599   \$16,200     OPERATING EXPENSES:	al	Non Medi-Cal	Medi-Cal	r				
1011       Rent/Lease Equipment       3,122       1,041         1014       Maintenance (facility)       3,342       1,114         1017       Other - Depreciation       4,218       1,406         FACILITY/EQUIPMENT TOTAL       \$48,599       \$16,200         OPERATING EXPENSES:         1060       Telephone       \$41,127       \$13,709         1062       Postage/Shipping/Printing       1,426       475         1066       Office Supplies & Equipment       4,807       1,602         1069       Program Supplies - Therapeutic       8,437       2,813         1072       Staff Mileage/wehicke mainlenance       165,467       55,163         1074       Staff Training/Registration       5,011       1,671         1076       Other - Emergency Flex Funds       63,000         OPERATING EXPENSES TOTAL       \$226,295       \$138,433         FINANCIAL SERVICES EXPENSES:	st Total	Billable Cost	Billable Cost	1			CILITIES/EQUIPMENT EXPENSES:	FACILITIE
1014       Maintenance (facility)       3,342       1.114         1017       Other - Depreciation       4,218       1,406         FACILITY/EQUIPMENT TOTAL       \$48,599       \$16,200         OPERATING EXPENSES:         1060       Telephone       \$41,127       \$13,709         1062       Postage/Shipping/Printing       1,426       475         1066       Office Supplies & Equipment       4,807       1,602         1069       Program Supplies - Therapeutic       8,437       2,813         1072       Staff Mileage/webliche maintenance       165,487       55,163         1074       Staff Training/Registration       50,11       1,671         1076       Other - Emergency Flex Funds       63,000         OPERATING EXPENSES TOTAL       \$226,295       \$138,433         FINANCIAL SERVICES EXPENSES:	39 \$50,55	12,639	37,917				10 Rent/Lease Bullding	1010
1017         Other - Depreciation         4,218         1,406           FACILITY/EQUIPMENT TOTAL         \$48,599         \$16,200           OPERATING EXPENSES:           1060         Telephone         \$41,127         \$13,709           1062         Postage/Shipping/Printing         1,426         475           1066         Office Supplies & Equipment         4,807         1,602           1069         Program Supplies - Therapeutic         8,437         2,813           1072         Staff Mileage/vehicle maintenance         165,487         55,163           1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:				I				1011
FACILITY/EQUIPMENT TOTAL   \$48,599   \$16,200	1 . , .			l				
OPERATING EXPENSES:           1060         Telephone         \$41,127         \$13,709           1082         Postage/Shipping/Printing         1,426         475           1086         Office Supplies & Equipment         4,807         1,602           1069         Program Supplies - Therapeutic         8,437         2,813           1072         Staff Mileage/vehlcle maintenance         165,487         55,163           1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:								1017
1060         Telephone         \$41,127         \$13,709           1062         Postage/Shipping/Printing         1,426         475           1066         Office Supplies & Equipment         4,807         1,602           1069         Program Supplies - Therapeutic         8,437         2,813           1072         Staff Mileage/vehicle maintenance         165,487         55,163           1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:	00 \$64,79	\$ 10,200	348,599]					OCC AT
1062       Postage/Shipping/Printing       1,426       475         1066       Office Supplies & Equipment       4,807       1,602         1069       Program Supplies - Therapeutic       8,437       2,813         1072       Staff Mikeage/vehlcle maintenance       165,487       55,163         1074       Staff Training/Registration       5,011       1,671         1076       Other - Emergency Flex Funds       63,000         OPERATING EXPENSES TOTAL       \$226,295       \$138,433         FINANCIAL SERVICES EXPENSES:	09 \$54,83	\$13 700l	\$41 1271	<del></del>				
1066         Office Supplies & Equipment         4,807         1,602           1069         Program Supplies - Therapeutic         8,437         2,813           1072         Staff Mileage/wehlde maintenance         165,487         55,163           1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:								
1069         Program Supplies - Therapeutic         8,437         2,813           1072         Staff Mileage/vehicle maintenance         165,487         55,163           1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:							, -	
1072         Staff Mileage/vehicle maintenance         165,487         55,163           1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:		2,813						
1074         Staff Training/Registration         5,011         1,671           1076         Other - Emergency Flex Funds         63,000           OPERATING EXPENSES TOTAL         \$226,295         \$138,433           FINANCIAL SERVICES EXPENSES:				1				
OPERATING EXPENSES TOTAL \$226,295 \$138.433 FINANCIAL SERVICES EXPENSES:	11 \$6,68							
FINANCIAL SERVICES EXPENSES:		63,000		1			76 Other - Emergency Flex Funds	076
	33 \$ 364,728	\$138,433	\$226,295					
	\$ 7.07		F 450	1				
1081 External Audit 5,453 1,818 1082 Liability Insurance 17,382 3,030		1,818		I				
1083 Other - Administrative Overhead 485,488 161,829				i				
FINANCIAL SERVICES TOTAL 508,323 166,677				L	·····	******		
SPECIAL EXPENSES (Consultan/Elc.):	. 1 30/3,00	130,077	000,020					PECIAL
	0 \$21,84	5,460	16.380	T	***************************************			
SPECIAL EXPENSES TOTAL 16,380 5,460				······································				
TOTAL PROGRAM EXPENSES	\$4,500,00			M EXPENSES	AL PROGRA	TOT		

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#### Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2016 to June 30, 2016

1		Vol/Units of		Medi-Cal	Non Medi-Cal	
DIRECT	SERVICE REVENUE:	Svc	Rate	Billable Cost	Billable Cost	\$ Amt.
3000	Mental Health Services	94,515	\$2.61	\$246,684		\$246,684
1	(Assessment, Plan of Care, Individual/Family/Group Therapy, Rehab)					
3100	Case Management, Linkage/Brokerage	203,298	\$2.02	\$410,662		\$410,662
3200	Crisis Intervention	6,776	\$3.88	\$26,291		\$26,291
3300	Medication Support	13,553	\$4.82	\$65,325		\$65,325
3400	Collateral	27,105	\$2.61	\$70.744		\$70,744
3500	Court Documentation, Report, Appearance					\$0
3600	Psychological evaluation					\$0
3700	ICC-Case Management	135,527	\$2.02	\$273,765	1	\$273,765
3800	lHBS-Rehab	874,149	\$2.61	\$2,281,529		\$2,281,529
3900	SB Non Billable Services	1,022,727	\$1.10		\$1,125,000	\$1,125,000
	DIRECT SERVICE REVENUE TOTAL	2,377,650		\$ 3,375,000	\$ 1,125,000	\$4,500,000

OTHER REVENUE:			 	 
4000	Other			\$0
4100	Other	1	1	\$0
4200	Other	1	į	\$0
4300	Other		Í	\$0
	OTHER REVENUE TOTAL			50

TOTAL PROGRAM REVENUE

\$4,500,000

1,68	37,500	Medi-Cal	Revenue	50%	FFP			
1,35	000,0	Medi-Cal	Revenue	40%	EPSDT	(2011	Realigns	nent)
33	37,500	Medi-Cal	Revenue	10%	County	\$B163	Trust Fi	ınd

2	3,375,000	Total	Medi-Cai	Revenue
	1,354,923	Total	Medi-Cal	Units
\$	2.49	Medi-	Cal cost	por unit

\$ 1,125,000	Non Medi-Cai Biliable Service Cost
1.022,727	Total Non-Medi-Cal Billable units
\$ 1.10	Non Medi-Cal cost per unit

Annualized Total Summary

		\$D	ollar Amoun	%Percentage%
Bill	ledi-Cal able Cost		3,375,000	75%
	i Medi-Cal lable Cost		1,125,000	25%
Tota	31	\$	4,500,000	

RFP 952-5322 Page: 3 of 29

Revised Exhibit B

Senate Bill 163 Wraparound and Therapeutic Foster Care Services Familles First, Inc. dba EMO Families First ar series that it will Budget - July 1, 2015 to June 30, 2016 PROPOSED BUDGET DETAIL NARRATIVE **BUDGET NARRATIVE** Total Amount 0001 Associate Director 82,493 1.0 FTE at a salary of \$82,493 = \$82,493 Master's degree (MA/MS). Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision with three to ten years of experience in healthcare/psychology/behavioral/mental health. The Associate Director assists the clinical director with implementing strategies to accomplish the agency annual priorities at the program level. Directs and develops managers, ensures CPMS are competent and have all tools necessary to lead teams. Total Amount 192,124 0002 Clinician ( 4.0 FTE at average salary of \$48,031 = \$192,124 Master's Degree (MA/MS) and at least two years of experience working with youth, young adults and families in a therapeutic environment is required. If unlicensed must be a registered intern with the Board of Behavioral Sciences and receiving appropriate clinical supervision. Provides psychotherapy and psychotherapeutic support to children and families. Total Amount 45,530 0003 Clinical Director 0.5 FTE at a salary of \$91,060 = \$45,530 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Provides regional leadership and effectively manages, develops, maintains, monitors and ensures the clinical quality in multiple clinical programs. Total Amount 33,653 0004 Community Development Specialist (RCL) 1.0 FTE at a salary of \$33,653 = \$33,653 Bachelor's Degree (BA/BS) in Marketing or related field preferred. The community development specialist develops resources that support the needs of young people and families receiving agency services. Inspires and ensures community engagement in therapeutic and strength based opportunities to enhance or create mental health programs. Total Amount 102,963 0005 Addiction Prevention Counselor 3.0 FTE at an average salary of \$34,321 = \$102,963 Bachelor's degree (BA/ BS) or higher in Psychology, Counseling or Social Work; certified drug and alcohol counselor is preferred. Two to four years related experience or an equivalent combination of education and experience working with youth or young adults with co-occurring disorders. **Total Amount** 102,768 0006 Education/Vocational Specialist 3.0 FTE at an average salary of \$34,256 = \$102,768 Associate's Degree (AA/ AS) AND six (6) years related experience in a mental health/education/vocational setting required. OR Bachelor's Degree (BA/BS) AND four (4) years related experience in a mental health/education/vocational setting required. OR Master's Degree (MA/ MS) in a mental health related field AND two (2) years related experience in a mental health setting required.

Familles First, Inc. dba EMQ Familles First  Budget - July 1, 2016 to June 30, 2016		
Budget - July 1, 2016 to June 30, 2016	1 1	otal Ameun
0007 Clinical Program Manager	14	otal Amoun 254,860
4.0 FTE at an average salary of \$63,715 = \$254,860	14	234,000
Master's degree (MA/MS) required in a related field; two to four years related experience. Must have appropriate license to practice as a Licen	sed (	linical
Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and superv		
develops, trains, manages and retains clinical program staff.	15,0,1	
	T	otal Amoun
0008 Facilitator	\$	466,824
12.0 FTE at an average salary of \$38,902 = \$466,824	•••	
Master's Degree (MS/ MA) in Psychology, Social Work, Counseling or related field required. Works in the family's home and a variety of commu treatment settings, coordinates services with an understanding of the complexity of each family while blending the clinical care of the youth will of the life domain planning process.		
	Тт	otal Amount
0009 Family Partner (RCL)	\$	135,572
4.0 FTE at an average salary of \$33,893 = \$135,572		
High School Diploma or General Education Development (GED) required; some college education is preferred. Three years of experience as a pa		_
of child with special needs. Implements family friendly practices by providing a parent's perspective to the routine operations and development	is of p	orograms.
	,	
	1.	otal Amount
0010 Family Specialist	\$	662,706
22.0 FTE at an average salary of \$30,123 = \$662,706 Bachelon's degree (BA/BS) required; six months, one year, or two years of experience working with SED children required, dependent upon cont	oct :	np.
equivalent combination of education and experience. Develops a strength based relationship with youth and caregivers in order to intervene with		
behaviors while developing the youths strengths and interests.		
September 4 mile detector in a visual strength of the treatment of the tre		
	To	tal Amount
0011 Family Service Coordinator: Family Finding	\$	40,010
1.0 FTE at a salary of \$40,010 = \$40,010	<u></u>	
Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS)	with t	wo years
of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly w	rith c	hildren and
adults. Is responsible for developing and coordinating family-centered teams.		
	To	tal Amount
0012 Family Services Coordinator	\$	40,010
1.0 FTE at an average salary of \$40,010 = \$40,010		
Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) \	with t	wo years
of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly w	ith cl	nildren and
adults. Is responsible for developing and coordinating family-centered teams.		
		tal Amount
0013 Program Supervisor	\$	154,635
3.0 FTE at an average salary of \$51,545 = \$154,635		
Bachelor's Degree (BA/ BS) in Psychology, Social Work, Counseling, Education or related field. Minimum of three (3) years of experience in social		
health services delivery, residential care supervision or education required. Hires, develops, trains and manages program staff. Coordinates and	supe	rvises daily
program operations.		
	To	tal Amount
0014 Intake Coordinator	\$	38,783
1.0 FTE at a salary of \$38,783 = \$38,783		
Bachelor's degree (BA) in social work, psychology, marriage, child and family counseling, counseling psychology; minimum of two years of experi	ience	working
with dependent children is required. This position is responsible for placement of clients into the program.		

Senate Bill 163 Wraparound and Therapeutic Foster Care Services	*
FamiliesFiret, Inc. dba EMQ FamiliesFirst Budget - July 1, 2015 to June 30, 2016	-
0015 Administrative Assistant II	Total Amor
1.0 FTE at a salary of \$33,219 = \$33,219	<u> </u>
High school diploma, GED or equivalent combination of education and experience required. The administrative assistant II provides administra	tive support to
program staff; performs private insurance billing and handles all flex funds for the Wrap program.	
0016 Billing Specialist	Total Amou
1.0 FTE at an average salary of \$31,024 = \$31,024	1.4
High school diploma, GED or equivalent combination of education and experience required. This position inputs the EPSDT billing into Avatar all reconciliation and preparation of claim certification and inputs the units and flex funds on SB163 invoice.	ong with
	Total Amou
0017 ED, Regional Executive Director	\$ 52,11
0.45 FTE at a salary of \$115,818 = \$52,119	
Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling, Administration, Business or related field is required. Mis appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS reprovide clinical oversight and supervision. This position provides leadership, strategic direction and operational oversight. This position provide strategic direction and operational oversight.	equirements to
	Total Amou
0018 Health Information Management	\$ 34,12
1.0 FTE at a salary of \$34,128 = \$34,128 Associates degree (AA/AS) required with one year direct work experience. Database, Visual Basic, and/or Crystal Reports experience required. Be of legal issues regarding releases of information and other medical records issues required. Technical training on report writing in a database en required.	vironment
0019 Learning Partners	Total Amou \$ 69,37
1.0 FTE at an average salary of \$69,379 = \$69,379	
Bachelor's Degree (BA/BS) or equivalent experience in related field required. Two years of experience in education/learning/training. Assesses le	arning needs,
designs, develops and presents leaning activities.	
	Total Amou
0020 Outcomes Evaluation	\$ 23,20
0.5 FTE at a salary of \$46,400 = \$23,200	
Bachelor's degree (BA/BS) required with six years research experience with statistical analysis software, database development, management, m multiple databases. Four (4) years of related experience in literature review, program research, data collection, intermediate-advanced evaluatic advanced knowledge and usage of statistical software package. Minimum of one (1) year experience in training research activities and lead responses projects.	on, and
	Total Amou
0021 Quality Support	\$ 38,29
0.5 FTE at a salary of \$76,589 = \$38,295  Master's Degree (MA/ MS) in Psychology, Social Work, Marriage and Family  Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapis  California. Must meet the BBS requirements to provide clinical oversight and supervision. Develops, maintains, and manages operational infrast  functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality and manages  infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality  structures, training structures, outcomes evaluation structures, risk management oversight) for a distinct geographic region in compliance with a	assurance operational
	Total
D030 OASDI	Total Amour \$ 163,325
Calculated at 6.2% of salaries.	
	Total Amoun
1	intal Amour

Senato Bill 163 Wraparound and Therapeutic Foster Care Services		
FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2015 to June 30, 2015		
0031 FICA/MEDICARE	İs	39 10
Calculated at 1.45% of salaries.	15	38,198
0032 UI	1	tal Amoun
Calculated at 2.35% of salaries.	\$	61,906
Controlled of End 78 UT SEM res.		
	Tot	al Amoun
0040 Retirement	\$	105,372
Calculated at 4.0% of salaries.		
	Tot	al Amoun
0041 Workers Compensation	\$	79,029
Calculated at 3.0% of salaries.	l <u>T</u>	
	1	al Amoun
0042 Health Insurance (medical, vision, life, dental)	\$	291,508
Calculated at approximately 11% of salaries.		
	Tota	al Amount
1010 Rent/Lease Building	Ś	50,556
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the u	<u> </u>	
agency's existing office in Fresno. This includes building, storage and file storage unit rental payments and all the costs associated with storing as		
client, personnel or other files or records.		
	Tota	l Amoun
1011 Rent/Lease Equipment	\$	4,163
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the u	itilizatio	on of the
agency's existing office in Fresno. This includes rental payments for equipment including leased copiers, faxes, postage machines, phone system	s, lapto	ops or
other communication, office or facility equipment.		
17. 195.1		Amount
1014 Maintenance (facility)	\$ ctilizatio	4,456
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the u agency's existing office in Fresno. This includes common area maintenance on leased building charges, maintenance/building repair charges, HV.		M OI UN
maintenance and repair, landscaping, Janitorial services, confidential paper shredding services, in-house or outside equipment repair and labor.	AC.	
monitoriones alle report, retressed in 19 Journal of services from the services from the services of the services and the services of the serv		
	Total	Amount
1017 Other-Depreciation	\$	5,624
Depreciation includes deprecation on leasehold improvements, office furniture/fixtures and equipment meeting amortization thresholds. Costs a	are allo	cated
between programs on the basis of payroli dollars and have been estimated based on historical trends.		
AAPAN-1L		Amount
1060 Telephone  Coll phones Land Lines DSL fav charges, phone system; also wiseless cards for lanton computers enabling us to maintain a fully functional mobile	\$	54,836
Cell phones, Land Lines, DSL, fax charges, phone system; also wireless cards for laptop computers enabling us to maintain a fully functional mobil deliver in-home services. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trend		force to
renter manufactures. Fore me anotated between bioRigins on the pass of bottom going and up, e neet esquared waves of watering were	JS.	

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Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst	
Budget - July 1, 2015 to Juno 30, 2016	
	Total Amount
1062 Postage/Shipping/Printing	\$ 1,901
Postage, printing, U5 mall, G5O, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyer	s when
reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historic	
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyer	
reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical	il trends.
	Total Amount
1066 Office Supplies & Equipment	\$ 6,409
Office supplies and equipment include, but are not limited to: paper, pens, files, staplers, break rooms supplies such as coffee, paper cups, plast	ic utensiis are
also included. Costs are allocated between programs on the basis of direct labor dollars and have been estimated based on historical trends.	
	Total Amount
1069 Program Supplies-Therapeutic	\$ 11,250
includes those supplies utilized in the direct delivery of therapeutic services to clients. Cost is estimated to be approximately \$15.00 per direct calls.	
month. Materials, cash payments, outing costs, etc. used to motivate or reinforce desired behavior.	
	Total Amount
1072 Staff Mileage/vehicle maintenance	\$ 220,650
Primarily includes mileage reimbursement paid (at the current federal rate to staff supporting program or program related activities. In addition	
of travel costs may include overnight travel by staff for training, meetings or conferences. This figure also takes into consideration that we antici	
majority of all program services will be delivered in the community. Also includes the transportation of clients. Costs are estimated to be appro	ximately 9.38%
of direct personnel costs prior to taxes and benefits.	
	Total Amount
1074 Staff Training/ Registration	\$ 6,682
Includes ongoing training in the Wraparound model of care, organizational tools, team/organizational psychology, philosophy of client based ser	
integration of roles/team dynamics, assessment and individualized treatment planning, general services, organized admissions, and individualize	o treatment
planning associated with the Wraparound system of care. Also includes other mandatory trainings such as first aid and CPR.	
	Total Amount
1076 Other - Emergency Flex Funds	\$ 63,000
Cost of "whatever it takes" flexible funding for client needs to maintain growth, functioning and recovery. Flexible funds were budgeted at \$35 p	er client per
month. Requests above \$300 are approved by the Wraparound Community Team.	
	Total Amount
1081 External Audit	\$ 7,271
Includes annual audit Insuring all financial records are relevant and accurate and in compliance with state and federal laws and regulations. Audit	costs are
allocated between programs on the basis of payroll dollars and have been estimated based on historical costs.	
	Total Amount
1082 Liability Insurance	\$ 20,412
Includes general business liability and property coverage along with professional liability insurance.	

RFP 952-5322 Page: 8 of 29 Revised Exhibit B

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamillesFirst, Inc. dba EMQ FamillesFirst Budget - July 1, 2015 to June 30, 2016	
1083 Other-Administrative Overhead	Total Amount
	\$ 647,317
Represents the indirect costs of the agency's general and administrative shared support services such as finance, accounting, billing, human re administration, information technology, quality assurance and outcomes/evaluation, insurance, professional fees, HIPAA compliance and clinic quality management oversight of Medi-Cal records, risk management and program fidelity, recruiting and human resources support, MIS infras department support and oversight as well as executive management. Costs that cannot be specifically charged to a program are allocated to p basis of direct labor program costs prior to the addition of taxes and benefits. Indirect costs have been budgeted at 15% of program costs.	al record audits, tructure & QI/UM
	Total Amount
1089 Medication Supports	\$ 21,840
This is a contract position estimated at to cost \$175 per hour. The psychlatrist will be required to provide 2.61 hours per week, or approximate per month (\$1,820 per month x 12 months = \$21,840) and will provide medical oversight/supervision of program services.	ly 10.44 hours
3000-3900 Medi-Cal Revenues	Total Amount
	\$ 4,500,000
Medi-Cal eligibility is estimated to be 90% of all clients served. For the purpose of a conservative revenue projection, only the clinicians, facilit specialists were assumed to be billable positions. Blend of service and unit volume are based on EMQ FamiliesFirst's experience in delivering me services in its existing Wraparound program. This budget assumes full staff and full census on day one and projects Medi-Cal revenue generatic for the initial 12 month period. These revenue figures are based on a case management rate of \$2.02 per minute, a mental health rate of \$2.61 per minute and a crisis intervention rate of \$3.88 per minute. The blend anticipated to be 7% case management, 15% mental health, 1% crisis intervention, 1% medication support, 2% collateral, 10% ICC-case manage rehab.	ental health on of \$3,375,000 per minute, a of services is

#### Page: 9 of 29

# Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dbs EMQ FamiliesFirst Budget - July 1, 2016 to June 30, 2016

It is recognized that overhead cost is part of every organizations cost of doing business to evaluate direct service cost versus overhead cost, please utilize this page to delineate what makes up your agencies overhead.

Below is an example of overhead cost components/categories, please feel free to adjust to best represent your agency

		1
Cost Categories	Amount Requested	Explanation
Accounting/Finance	129,463	Agency corporate general accounting and financial services
Human Resources		Agency human resources and administration, including recruiting, training and employee development
Information Tech.	194,195	Agency network, communication, security, application development and maintenance
Executive Management	97,098	Agency management and leadership and administration
Training /Quality/Compliance		Agency corporate training, quality, and compliance requirements
Total	647,317	

- 1) Please provide your agency's total administrative overhead cost. \$13,000,000
- 2) Please provide the percentage of your agency's total administrative overhead cost, as is it relates to your total agency cost. 15%
- 3) Please indicate your agency's proposed total cost for this service component. \$4,500,000
- 4) Please indicate the percentage of your agency's administrative overhead cost charge, as it relates to the total cost proposed for this service component. 15%
- 5) Please indicate the percentage of the total agency's administrative overhead cost, charged under this service component as it relates to your agency's total administrative cost. 5%

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				6 to June 30,	2017			•
Budget	Categories -		T		T	otal Proposed I	Budget	···
			1		Consumer Cost		nsumer Cost	
line Ham	- December	this cost has the mains at	«	Medi-Cal	Non Medi-Cal Billable Cost	Medi-Cal Billable Cost	Non Medi-Cal	
	NNEL SALAR	(Must be ilemized)	FTE %	Billable Cost	Billable Cost	Bikable Cost	Billable Cost	Total
0001	Title	Associate Director	1.00			561,870	\$20,623	\$82,493
0002	Title	Clinician (	4.00	1		\$144,093		\$192,124
0003	Title	Clinical Director	0.50			534,147		\$45,530
0004	Title	Community Development Spec (RCL)	1.00		i		\$33,653	\$33,653
0005	Title	Addiction Prevention Counselor	3.00			\$77,222		\$102,963
0006	Title	Education/Vocational Specialist	3.00			\$77,076	1	\$102,768
0007 0008	Title	Clinical Program Manager	4.00 12.00			\$191,145 \$350,118		\$254,860 \$466,824
0009	Title Title	Facilitator Family Partner (RCL)	4.00			\$350,116	\$135,572	\$135,572
0010	Title	Family Specialist	22.00	[		\$497,029		\$662,706
0011	Title	Family Services Coordinator: Family Finding	1.00			\$30,007		\$40,010
0012	Title	Family Service Coordinator	1.00			\$30,007	\$10,003	\$40,010
0013	Title	Program Supervisor	3.00			\$115,976		\$154,635
0014	Title	Intake Coordinator	1.00			\$29,087	\$9,696	\$38,783
0015	Title	Administrative Assistant II	1.00	\$24,914	\$8,305			\$33,219
0016 0017	Title Title	Billing Specialist ED, Regional Executive Director	1.00 0.45	\$23,268 \$39,089	\$7,756 \$13,030			\$31,024 \$52,119
0017	Title	Health Information Management	1.00	\$25,596	\$8,532			\$34,128
0019	Title	Learning Partners	1.00	\$52,034	\$17,345			\$69,379
0020	Title	Outcomes & Evaluation	0.50	\$17,400	\$5,800			\$23,200
0021	Title	Quality Support	0.50	\$28,721	\$9.574			\$38,295
		SALARY TOTAL	65.95	5211,022	\$70,342	\$1,637,777	5715,154	\$2,634,295
	L TAXES:	_		_	- /			
0030	OASDI	old age survivor and disability		\$13,083	\$4,361	\$101,542		\$163,325
0031 0032	FICA/MED U.I.	NCARE		\$3,060 \$4,959	\$1,020 \$1,653	\$23,748 \$38,488	\$10,370 \$16,806	\$38,198 \$61,906
0032	U.I.	PAYROLL TAX TOTAL		\$21,102	\$7,034	\$163,778	\$71,515	\$263,429
EMPLOY	EE BENEFIT							
0040	Retiremen			\$8,441	\$2,814	\$65,511	\$28,606	\$105,372
0041		Compensation		\$6,331	\$2,110	549,133	\$21,455	\$79,029
0042	Health Ins	urance (medical vision, life, dental)		\$23,351	\$7,784	\$181,235	\$79,138	\$291,508
		EMPLOYEE BENEFITS TOTAL		\$38,123	\$12,708	\$295,879	\$129,199	\$475,909
	SALARY 8	BENEFITS GRAND TOTAL		\$270,247	\$90,084	\$2,097,434	\$915,868	\$3,373,633
						Medi-Cal	Non Medi-Cal	
FACILITI	ES/EQUIPME	ENT EXPENSES:				Billable Cost	Billable Cost	Total
1010	Rent/Leas					37,917	12,639	\$50,556
1011		e Equipment			1	3,122 3,342	1,041 1,114	\$4,163 \$4,456
1014		ce (facility)			1	4,218	1,406	\$5,624
1017	Other - De	FACILITY/EQUIPMENT TOTAL				\$48,599	\$16,200	\$64,799
OPERAT	ING EXPENS							
1060	Telephone			***************************		\$41,127	\$13,709	\$54,836
1062		hipping/Printing				1,426	475	\$1,901
1066	Office Sup	plies & Equipment				4,807	1,602	\$6,409
1069		Supplies - Therapeutic			1	8,437	2,813	\$11,250
1072		ge/vehicle maintenance			1	165,487	55,163	\$220,650
1074 1076		ing/Registration pergency Flex Funds				5,011	1,671 63,000	\$6,682 \$63,000
10/0	Onier • Eff	OPERATING EXPENSES TOTAL	···		i	\$226,295	\$138,433	
FINANCI	AL SERVICE	S EXPENSES:		<del></del>		VEE01200	4.00,700	+ +++++++++++++++++++++++++++++++++++++
1080		/Bookkeeping					1	\$0
1081	External A					5,453	1,818	7,271
1082	Liability Ins				1	17,382	3,030	\$20,412
1083	Other - Ad	ministrative Overhead				485,488	161,829	647,317
		FINANCIAL SERVICES TOTAL			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	508,323	166,677	\$675,000
		(Consultant/Etc.):				15.55		
1089	Medication	SPECIAL EXPENSES TOTAL				16,380 16,380	5,460	\$21,840
		OF EUIAL EXPENSES TUTAL	TO	TAL PROCES	M EXPENSES	10,360	5,460	\$21,840 \$4,500,000
			- 10		LAI LINGES			\$7,300,000 <u>1</u>

	Senate Bill 163 Wraparound and Ti FamiliesFirst, Inc. dba Budget - July 1, 201	EMQ Familles	First	08		
		Vol/Units of		Medi-Cal	Non Medi-Cal	
	SERVICE REVENUE:	Svc	Rate	Billable Cost	Billable Cost	\$ Amt.
3000	Mental Health Services	94,515	\$2.61	\$246,684		\$246,68
	(Assessment, Plan of Care, Individual/Family/Group Therapy, Rehab)	1 1			l	
3100	Case Management, Linkage/Brokerage	203,298	\$2.02	\$410,662		\$410,66
3200	Crisis Intervention	6,776	\$3.88	\$26,291		\$26,29
3300	Medication Support	13,553	\$4.82	\$65,325		\$65,32
3400	Collateral	27,105	\$2,61	\$70,744		\$70,74
3500	Court Documentation, Report, Appearance		,			\$
3600	Psychological evaluation	1 1				Š
3700	ICC-Case Management	135,527	\$2.02	\$273,765		\$273.76
3800	IHBS-Rehab	874,149	\$2.61	\$2,281,529		\$2,281,52
3900	SB Non Billable Services	1,022,727	\$1.10	\$2,201,020	\$1,125,000	\$1,125,00
2200	DIRECT SERVICE REVENUE TOTAL	2,377,650	21.10	\$ 3,375,000	\$ 1,125,000	\$4,500,00
	DIRECT SERVICE REVENCE TOTAL	2,017,050		\$ 0,070,000	0 1,120,000 1	04,000,00
THER R	EVENUE:					
1000	Other	1	1	J	1	\$(
4100	Olher	1 1	1	1	1	\$(
1200	Other	1 1		1		Ş
1300	Other	1				\$6
	OTHER REVENUE TOTAL	. A				\$(
		1,350,000	Medi-Cal Reve Medi-Cal Reve	ue 50% FFP		
		\$ 3,375,000 1,354,923 \$ 2,49	Fotal Medi-Cal Fotal Medi-Cal Medi-Cal cost p	nue 10% Coun Revenue Units Per unit	OT (2011 Realign by SB163 Trust I	ament) Fund
		\$ 3,375,000 1,354,923 \$ 2.49 \$ 1,125,000 1,022,727	Fotal Medi-Cal Total Medi-Cal	nue 10% Count Revenue Units per unit Hillable Service -Cal Billable u	ty SB163 Trust I	nment) Fund
		\$ 3,375,000 1,354,923 \$ 2.49 \$ 1,125,000 1,022,727	Fotal Medl-Cal Fotal Medl-Cal Medl-Cal cost p Non Medl-Cal E Fotal Non-Medl	nue 10% Count Revenue Units oer unit iillable Service -Cal Billable u ost per unit	ty SB163 Trust I	Fund
		\$ 3,375,000 1,354,923 \$ 2.49 \$ 1,125,000 1,022,727	Fotal Medl-Cal Fotal Medl-Cal Medl-Cal cost p Non Medl-Cal E Fotal Non-Medl	Revenue Units Der unit  Millable Service -Cal Billable u ost per unit	ty SB163 Trust I r Cost nits	omary
		\$ 3,375,000 1,354,923 \$ 2.49 \$ 1,125,000 1,022,727	Fotal Medi-Cal Fotal Medi-Cal Medi-Cal cost p Non Medi-Cal E Fotal Non-Medi Non Medi-Cal c	Revenue Units per unit  Millable Service -Cal Billable u ost per unit  Annu  Medi-Cal	ty SB163 Trust I	nmary Percentage%
		\$ 3,375,000 1,354,923 \$ 2.49 \$ 1,125,000 1,022,727	Fotal Medi-Cal Fotal Medi-Cal Medi-Cal cost p Non Medi-Cal E Fotal Non-Medi Non Medi-Cal c	Revenue Units For unit  Units Cal Billable u ost per unit  Annu Medi-Cal Billable Cost Non Medi-Cal	c Cost nits silzed Total Sun pollar Amount? \$ 3,375,000	omary Percentage% 75%
		\$ 3,375,000 1,354,923 \$ 2.49 \$ 1,125,000 1,022,727	Fotal Medi-Cal Fotal Medi-Cal Medi-Cal cost p Non Medi-Cal E Fotal Non-Medi Non Medi-Cal c	Revenue Units Units Juliable Service -Cal Billable u ost per unit  Annu: Medi-Cal Billable Cost Non Medi-Cal Billable Cost	ty SB163 Trust I	nmary Percentage%

Senato Bill 163 Wraperound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2016 to June 30, 2017 PROPOSED BUDGET DETAIL NARRATIVE		•
BUDGET NARRATIVE		
0001 Associate Director		Amount 82,493
1.0 FTE at a salary of \$82,493 = \$82,493	L	
Master's degree (MA/MS). Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the Sta	ate of Cal	lifomia.
Must meet the BBS requirements to provide clinical oversight and supervision with three to ten years of experience in healthcare/psychology/be		
health. The Associate Director assists the clinical director with implementing strategies to accomplish the agency annual priorities at the progra	m level.	Directs
and develops managers, ensures CPMS are competent and have all tools necessary to lead teams.		
	Tabl	A
0002 Clinician I		Amount .92,124
4.0 FTE at average salary of \$48,031 = \$192,124		
Master's Degree (MA/MS) and at least two years of experience working with youth, young adults and families in a therapeutic environment is re-	quired. I	f
unlicensed must be a registered intern with the Board of Behavioral Sciences and receiving appropriate clinical supervision. Provides psychother	apy and	
psychotherapeutic support to children and families.		
		Amount
0003 Clinical Director	\$	45,530
0.5 FTE at a salary of \$91,060 = \$45,530		
Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to	•	easa
Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical overs	_	
supervision. Provides regional leadership and effectively manages, develops, maintains, monitors and ensures the clinical quality in multiple clin	urai bini	grams.
	Total /	
DOMA Community Development Specialists (DCI)		mount
0004 Community Development Specialist (RCL)  1.0 FTE at a salary of \$33,653 = \$33,653	3 3	33,653
Bachelor's Degree (BA/ BS) in Marketing or related field preferred. The community development specialist develops resources that support the n	eeds of	ununa
people and families receiving agency services. Inspires and ensures community engagement in therapeutic and strength based opportunities to e	-	1
create mental health programs.		
	Total A	mount
2005 Addiction Prevention Counselor	5 10	2,963
3.0 FTE at an average salary of \$34,321 = \$102,963		
Bachelor's degree (BA/ BS) or higher in Psychology, Counseling or Social Work; certified drug and alcohol counselor is preferred. Two to four year	rs related	,
experience or an equivalent combination of education and experience working with youth or young adults with co-occurring disorders.		1
	Total A	mount
0006 Education/Vocational Specialist	\$ 10	2,768
1.0 FTE at an average salary of \$34,256 = \$102,768		
Associate's Degree (AA/ AS) AND six (6) years related experience in a mental		
nealth/education/vocational setting required.		
OR Bachelor's Degree (BA/BS) AND four (4) years related experience in a mental		
nealth/education/vocational setting required.		
DR Master's Degree (MA/ MS) in a mental health related field AND two (2) years related experience in a mental health setting required.		

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Revised Exhibit B

Senate Bill 163 Wraparound and Therepoutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2016 to June 30, 2017	
0007 Clinical Program Manager	Total Am \$ 254,
4.0 FTE at an average salary of \$63,715 = \$254,860	14 25%
Master's degree (MA/MS) required in a related field; two to four years related experience. Must have appropriate license to practice as a Lice Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supe develops, trains, manages and retains clinical program staff.	ensed Clinical rvision. Hires,
0008 Facilitator	Total Amo
12.0 FTE at an average salary of \$38,902 = \$466,824 Master's Degree (MS/ MA) in Psychology, Social Work, Counseling or related field required. Works in the family's home and a variety of comm treatment settings, coordinates services with an understanding of the complexity of each family while blending the clinical care of the youth wof the life domain planning process.	
0009 Family Partner (RCL)	Total Amo
4.0 FTE at an average salary of \$33,893 = \$135,572	1 3 33,3
High School Diploma or General Education Development (GED) required; some college education is preferred. Three years of experience as a post of child with special needs. Implements family friendly practices by providing a parent's perspective to the routine operations and developme	-
0010 Family Specialist	Total Amo
22.0 FTE at an average salary of \$30,123 = \$662,706 Bachelor's degree (BA/BS) required; six months, one year, or two years of experience working with SED children required, dependent upon collequivalent combination of education and experience. Develops a strength based relationship with youth and caregivers in order to intervene we behaviors while developing the youths strengths and interests.	
0011 Family Service Coordinator: Family Finding	Total Amo \$ 40,0
1.0 FTE at a salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly adults. Is responsible for developing and coordinating family-centered teams.	
	Total Amo
0012 Family Services Coordinator	\$ 40,0
1.0 FTE at an average salary of \$40,010 = \$40,010  Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly adults. Is responsible for developing and coordinating family-centered teams.	with two years with children a
	Total Amou
2013 Program Supervisor	\$ 154,6
3.0 FTE at an average salary of \$51,545 = \$154,635 Bachelor's Degree (BA/ BS) in Psychology, Social Work, Counseling, Education or related field. Minimum of three (3) years of experience in sochealth services delivery, residential care supervision or education required. Hires, develops, trains and manages program staff. Coordinates an program operations.	
	Total Amou
0014 Intake Coordinator	\$ 38,78
L.O FTE at a salary of \$38,783 = \$38,783 Bachelor's degree (BA) in social work, psychology, marriage, child and family counseling, counseling psychology; minimum of two years of expe with dependent children is required. This position is responsible for placement of clients into the program.	rience working

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Families First, Inc. dba EMQ Families First  Budget - July 1, 2016 to June 30, 2017	
neadar - only 1) Fold to diffice and Fold	Total Amoun
0015 Administrative Assistant II	\$ 33,219
1.0 FTE at a salary of \$33,219 = \$33,219 High school diploma, GED or equivalent combination of education and experience required. The administrative assistant II provides administrat program staff; performs private insurance billing and handles all flex funds for the Wrap program.	ive support to
0016 Billing Specialist	Total Amoun \$ 31,024
1.0 FTE at an average salary of \$31,024 = \$31,024	3 31,024
High school diploma, GED or equivalent combination of education and experience required. This position inputs the EPSDT billing into Avatar ald reconciliation and preparation of claim certification and inputs the units and flex funds on SB163 invoice.	ng with
	Total Amoun
2017 ED, Regional Executive Director	\$ 52,119
0.45 FTE at a salary of \$115,818 = \$52,119  Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling, Administration, Business or related field is required. Musppropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS reprovides clinical oversight and supervision. This position provides leadership, strategic direction and operational oversight. This position provides strategic direction and operational oversight.	quirements to
	Total Amount
XXI8 Health Information Management	\$ 34,128
1.0 FTE at a salary of \$34,128 = \$34,128 Associates degree (AA/AS) required with one year direct work experience. Database, Visual Basic, and/or Crystal Reports experience required. Basic issues regarding releases of information and other medical records issues required. Technical training on report writing in a database enveloped.	ironment
1019 Learning Partners	Total Amount \$ 69,379
.0 FTE at an average salary of \$69,379 = \$69,379 lachelor's Degree (BA/BS) or equivalent experience in related field required. Two years of experience in education/learning/training. Assesses leading develops and presents leaning activities.	arning needs,
020 Outcomes Evaluation	Total Amount \$ 23,200
1.5 FTE at a salary of \$46,400 = \$23,200	
achelor's degree (BA/BS) required with six years research experience with statistical analysis software, database development, management, minultiple databases. Four (4) years of related experience in literature review, program research, data collection, intermediate-advanced evaluation divanced knowledge and usage of statistical software package. Minimum of one (1) year experience in training research activities and lead responses projects.	a, and
	Total Amount
021 Quality Support  .5 FTE at a salary of \$76,589 = \$38,295  Master's Degree (MA/ MS) in Psychology, Social Work, Marriage and Family ounseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist alifornia. Must meet the BBS requirements to provide clinical oversight and supervision. Develops, maintains, and manages operational infrastr unctions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality and manages of frastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality activations, training structures, outcomes evaluation structures, risk management oversight) for a distinct geographic region in compliance with agrandards.	ucture perational issurance
	Total Amount
030 OASDI	\$ 163,325
alculated at 6.2% of salaries.	
	Total
	Total Amount

Senate Bill 163 Wraparound and Therapeutic Foster Care Services	
FamillesFirst, Inc. dba EMQ FamillesFirst Budgot - July 1, 2016 to June 30, 2017	
0031 FICA/MEDICARE	\$ 38,198
Calculated at 1.45% of salaries.	7 30,230
0032 UI	Total Amour
Calculated at 2.35% of salaries.	\$ 61,906
	γ
0040 Retirement	Total Amoun \$ 105,372
Calculated at 4.0% of salaries.	13 200,012
0041 Workers Compensation	Total Amoun \$ 79,029
Calculated at 3,0% of salaries.	3 13,023
Angel Coult Tours of Angel State Sta	Total Amoun
0042 Health insurance (medical, vision, life, dental) Calculated at approximately 11% of salaries.	\$ 291,508
Canada de approximately 1170 of solution	
	Total Amount
1010 Rent/Lease Building	\$ 50,556
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the under the based on historical trends and the based on historical trends and the based on historical trends are the based on historical trends and the based on historical trends and the based on historical trends are the based on historical trends are the based on historical trends and the based on historical trends and the based on historical trends are the based on historical trends and the based on historical trends are the based on historical trends and the based on historical trends are the based on historical trends and the based on historical trends and the based on historical trends are the base	
agency's existing office in Fresno. This includes building, storage and file storage unit rental payments and all the costs associated with storing ar client, personnel or other files or records.	10 Lettisanik er
	Total Amoun
1011 Rent/Lease Equipment	\$ 4,163
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the u	itilization of the
agency's existing office in Fresno. This includes rental payments for equipment including leased copiers, faxes, postage machines, phone system other communication, office or facility equipment.	s, laptops or
	Total Amount
1014 Maintenance (facility)	\$ 4,456
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the u	itilization of the
agency's existing office in Fresno. This includes common area maintenance on leased building charges, maintenance/building repair charges, HV.	AC
maintenance and repair, landscaping, janitorial services, confidential paper shredding services, in-house or outside equipment repair and labor.	
	Total Amount
1017 Other-Depreciation	\$ 5,624
Depreciation includes deprecation on leasehold improvements, office furniture/fixtures and equipment meeting amortization thresholds. Costs a between programs on the basis of payroll dollars and have been estimated based on historical trends.	are allocated
	T-4-1 A
1060 Telephone	Total Amount \$ 54,836
Cell phones, Land Lines, DSL, fax charges, phone system; also wireless cards for laptop computers enabling us to maintain a fully functional mobil	
deliver in-home services. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trend	ds.
	***************************************

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Revised Exhibit B

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst	
Budget - July 1, 2016 to June 30, 2017	
	Total Amoun
1062 Postage/Shipping/Printing	\$ 1,901
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers	s when
reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyers	il trends.
reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historica	
remonstance of the bioRights' costs are subcased between bioRights on the pass of bakion objets and have been estimated based on distributed	i trenos.
1066 Office Supplies & Equipment	Total Amount
Office supplies and equipment include, but are not limited to: paper, pens, files, staplers, break rooms supplies such as coffee, paper cups, plasti	\$ 6,409
also included. Costs are allocated between programs on the basis of direct labor dollars and have been estimated based on historical trends.	c utensits are
layo incindeo.  Costs are anocateo natween highams on tua nasis of direct 1900) nonata ann nava nach astimaten nased on distolical frants'.	
	Total Amount
1069 Program Supplies-Therapeutic	\$ 11,250
Includes those supplies utilized in the direct delivery of therapeutic services to clients. Cost is estimated to be approximately \$15.00 per direct ca	
month. Materials, cash payments, outing costs, etc. used to motivate or reinforce desired behavior.	ie sum pe.
The state of the s	
	Total Amount
1072 Staff Mileage/vehicle maintenance	\$ 220,650
Primarily includes mileage reimbursement paid (at the current federal rate to staff supporting program or program related activities. In addition,	a component
of travel costs may include overnight travel by staff for training, meetings or conferences. This figure also takes into consideration that we anticip	ate that the
majority of all program services will be delivered in the community. Also includes the transportation of clients. Costs are estimated to be approx	umately 9.38%
of direct personnel costs prior to taxes and benefits.	
	Total Amount
1074 Staff Training/ Registration	\$ 6,682
includes ongoing training in the Wraparound model of care, organizational tools, team/organizational psychology, philosophy of client based serv	rices,
integration of roles/team dynamics, assessment and Individualized treatment planning, general services, organized admissions, and individualized	l treatment
planning associated with the Wraparound system of care. Also includes other mandatory trainings such as first aid and CPR.	
	Total Amount
1076 Other - Emergency Flex Funds	\$ 63,000
Cost of "whatever it takes" flexible funding for client needs to maintain growth, functioning and recovery. Flexible funds were budgeted at \$35 pe	er client per
month. Requests above \$300 are approved by the Wraparound Community Team.	
	Total Amount
1081 External Audit	\$ 7,271
Includes annual audit insuring all financial records are relevant and accurate and in compliance with state and federal laws and regulations. Audit	
allocated between programs on the basis of payroll dollars and have been estimated based on historical costs.	
1082 Liability Insurance	Total Amount
Includes general business liability and property coverage along with professional liability insurance.	\$ 20,412
includes general business natinity and property coverage along with professional natinity insurance.	

RFP 952-5322

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Revised Exhibit B

Senate Bill 163 Wraparound and Therepeutic Foster Care Services	
FamiliosFirst, Inc. dba EMQ FamiliosFirst	
Budget - July 1, 2015 to June 30, 2017	
	Total Amount
1083 Other-Administrative Overhead	\$ 647,317
Represents the indirect costs of the agency's general and administrative shared support services such as finance, accounting, billing, human resc	ources, clinical
administration, information technology, quality assurance and outcomes/evaluation, insurance, professional fees, HIPAA compliance and clinica	l record audits,
quality management oversight of Medi-Cal records, risk management and program fidelity, recruiting and human resources support, MIS infrast	ructure & QI/UM
department support and oversight as well as executive management. Costs that cannot be specifically charged to a program are allocated to pro	ograms on the
basis of direct labor program costs prior to the addition of taxes and benefits. Indirect costs have been budgeted at 15% of program costs.	l
	I
	Total Amount
1089 Medication Supports	\$ 21,840
This is a contract position estimated at to cost \$175 per hour. The psychiatrist will be required to provide 2.61 hours per week, or approximately	
per month (\$1,820 per month x 12 months = \$21,840) and will provide medical oversight/supervision of program services.	1 20.771.0013
per month (3 3,020 per month x 12 months = 321,000) and with provide medical observational of programmers.	
200 200 1	Total Amount
3000-3900 Medi-Cal Revenues	\$ 4,500,000
Medi-Cal eligibility is estimated to be 90% of all clients served. For the purpose of a conservative revenue projection, only the clinicians, facilita	
specialists were assumed to be billable positions. Blend of service and unit volume are based on EMQ FamiliesFirst's experience in delivering me	
services in its existing Wraparound program. This budget assumes full staff and full census on day one and projects Medi-Cal revenue generation	
for the initial 12 month period. These revenue figures are based on a case management rate of \$2.02 per minute, a mental health rate of \$2.61	
medication support rate of \$4.82 per minute, a collateral rate of \$2.61 per minute and a crisis intervention rate of \$3.88 per minute. The blend of	
anticipated to be 7% case management, 15% mental health, 1% crisis intervention, 1% medication support, 2% collateral, 10% ICC-case managen	nent, 64% IBHS-
rehab.	
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Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2016 to June 30, 2017

It is recognized that overhead cost is part of every organizations cost of doing business to evaluate direct service cost versus overhead cost, please utilize this page to delineate what makes up your agencies overhead.

Below is an example of overhead cost components/categories, please feel free to adjust to best represent your agency

		***************************************
Cost Categories	Amount Requested	Explanation
Accounting/Finance	129,463	Agency corporate general accounting and financial services
Human Resources	129,463	Agency human resources and administration, including recruiting, training and employee development
Information Tech.	194,195	Agency network, communication, security, application development and maintenance
Executive Management	97,098	Agency management and leadership and administration
Training /Quality/Compliance	97,098	Agency corporate training, quality, and compliance requirements
Total	647,317	

- 1) Please provide your agency's total administrative overhead cost. \$13,000,000
- 2) Please provide the percentage of your agency's total administrative overhead cost, as is it relates to your total agency cost. 15%
- 3) Please indicate your agency's proposed total cost for this service component. \$4,500,000
- 4) Please indicate the percentage of your agency's administrative overhead cost charge, as it relates to the total cost proposed for this service component. 15%
- 5) Please indicate the percentage of the total agency's administrative overhead cost, charged under this service component as it relates to your agency's total administrative cost. 5%

		Senate Bill 163 Wraparoun				36:		nachwein-washarachib-wheden
	. Sp. Sm. Se.	Families First, Budget - Ju		EMQ Families 7 to June 30, 1				
Budget	Categories -		<del></del>	T	Ť	otal Proposed	Budget	
				Non Direct (	Consumer Cost	Direct Co	nsumer Cost	1
1			1	Medi-Cal	Non Medi-Cal	Medi-Cal	Non Medi-Cal	
		(Must be itemized)	FTE %	Billable Cost	Biliable Cost	Billable Cost	Billable Cost	Total
	NNEL SALAR							
0001	Title	Associate Director	1.00		l	\$61.870		\$82,493
0002	Tite	Clinician I	4.00		1	\$144,093		\$192,124
0003	Title Title	Clinical Director Community Development Spec (RCL)	0.50 1.00	•	]	\$34,147	\$11,383 \$33,653	\$45,530 \$33,653
0005	Title	Addiction Prevention Counselor	3.00	1		\$77,222	1	\$102,963
0006	Title	Education/Vocational Specialist	3.00		l	\$77,076		\$102,768
0007	Title	Clinical Program Manager	4.00	1		5191,145		\$254,860
0008	Title	Facilitator	12.00			\$350,118		\$466,824
0009	Títe	Family Partner (RCL)	4.00				\$135,572	\$135,572
0010	Title	Family Specialist	22.00			\$497,029	\$165,677	\$662,706
0011	Title	Family Services Coordinator: Family Finding	1.00			\$30,007	\$10,003	\$40,010
0012	Title	Family Service Coordinator	1.00			\$30,007		\$40,010
0013	Title	Program Supervisor	3.00			\$115,976		\$154,635
0014	Title	Intake Coordinator	1.00		** ***	\$29,087	\$9,696	\$38,783
0015	Title	Administrative Assistant II	1.00	\$24,914	\$8,305		1	\$33,219
0016	Title	Billing Specialist	1.00	523,268	\$7,756			\$31,024
0017 0018	Tille Tille	ED, Regional Executive Director	0.45 1.00	\$39,089 \$25,596	\$13,030 \$8,532			\$52,119 \$34,128
0018	Title	Health Information Management Learning Partners	1.00	\$25,596 \$52,034	\$8,532 \$17,345			\$69,379
0020	Title	Outcomes & Evaluation	0.50	\$17,400	\$5,800		1 1	\$23,200
0021	Title	Quality Support	0.50	\$28,721	\$9,574			\$38,295
-		SALARY TOTAL	65.95	\$211,022	\$70,342	\$1,637,777	\$715,154	\$2,634,295
PAYROL	L TAXES:		-					
0030	OASDI	old age survivor and disability	1	\$13,083	\$4,361	\$101,542	\$44,339	\$163,325
0031	FICA/MED		1	\$3,060	\$1,020	\$23,748	\$10,370	538.198
0032	U.I.			\$4,959	\$1,653	\$38,488	\$16,806	\$61,906
		PAYROLL TAX TOTAL		\$21,102	\$7,034	\$163,778	\$71,515	\$263,429
	EE BENEFIT							
0040	Retiremen		- 1	\$8,441	\$2,814	\$65,511	528,606	\$105,372
0041		Compensation	- 1	\$6,331	\$2,110 \$7,784	\$49,133	\$21,455 \$79,138	\$79,029 \$291,508
0042	Health insi	urance (medical vision, life, dental)		\$23,351	\$12,708	\$181,235 \$295,879	\$129,199	\$475,909
	CALADY	EMPLOYEE BENEFITS TOTAL BENEFITS GRAND TOTAL		\$38,123 \$270,247	\$90,084	\$2,097,434	\$915,868	\$3,373,633
	SALART 6	DENEFITS GRAND TOTAL		3210,247]	930,001			45,010,000
					ĺ	Medi-Cal	Non Medi-Cal	
FACILITI	ES/EQUIPME	INT EXPENSES:			1	Billable Cost	Billable Cost	Total
1010	Rent/Lease				1	37,917	12,639	\$50,556
1011		e Equipment			1	3,122	1,041	\$4,163
1014		ce (facility)			1	3,342	1,114	\$4,456
1017	Other - De					4,218	1,406	\$5,624
ODES:	NO EVERY	FACILITY/EQUIPMENT TOTAL			I	\$48,599	\$16,200	\$64,799
	ING EXPENS					\$41,127	\$13,709	\$54,836
1060	Telephone					1,426	475	\$54,836 \$1,901
1062	•	hipping/Printing plies & Equipment			1	4,807	1,602	\$6,409
1066 1069		pues & Equipment Supplies - Therapeutic			1	8,437	2,813	\$11,250
1072		ge/vehicle maintenance			1	165,487	55,163	\$220,650
1074		ing/Registration				5,011	1,671	\$6,682
1076		ergency Flex Funds					63,000	\$63,000
		OPERATING EXPENSES TOTAL				\$226,295	\$138,433	
FINANCI	AL SERVICES	S EXPENSES:						
1080		/Bookkeeping					T	\$0
1081	External Au	udit			I	5,453	1,818	7,271
1082	Liability Ins				1	17,382	3,030	\$20,412
1083	Other - Adr	ministrative Overhead				485,488	161,829	647,317
oncour	EVOF: 125	FINANCIAL SERVICES TOTAL				508,323	166,677	\$675,000
		(Consultant/Etc.):				12.552		
1089	Medication					16,380	5,460	\$21,840
		SPECIAL EXPENSES TOTAL		TAL DOCCES	W EVDENOES	16,380	5,460	\$21,840
			101	AL PROGRA	M EXPENSES			\$4,500,000

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Revised Exhibit B

	Sonate Bill 163 Wraparound and Ti Families First, Inc. dba	<b>EMQ</b> Families	First	:e3		,
	Budget - July 1, 201	17 to June 30, 2	1018			
		Vol/Units of	T	Medi-Cal	Non Medi-Cal	
DIRECT	SERVICE REVENUE:	Svc	Rate	Billable Cost	Billable Cost	\$ Amt.
3000	Mental Health Services	94,515	\$2.61	\$246,684		\$246,6
	(Assessment, Plan of Care, Individual/Family/Group Thorapy, Rehab)					
3100	Case Management, Linkage/Brokerage	203,298	\$2.02	\$410,662	1 (	\$410,66
3200	Crisis Intervention	6,776	\$3.88	V 1		\$26,29
3300	Medication Support	13,553	\$4.82			\$65,32
3400	Collaterat	27,105	\$2,61	\$70,744		\$70,74
3500	Court Documentation, Report, Appearance	1 1			1	\$
3600	Psychological evaluation					\$
3700	ICC-Case Management	135,527	\$2.02	\$273,765		\$273,78
3800	IHBS-Rehab	574,149	\$2.61			\$2,281,52
3900	SB Non Billable Services	1,022,727	\$1.10		\$1,125,000	\$1,125,00
	DIRECT SERVICE REVENUE TOTAL	2,377,650		\$ 3,375,000	\$ 1,125,000	\$4,500,00
4000 4100	Other Other					
4200 4300	Other Other	1				\$ \$
4300	OTHER REVENUE TOTAL	<u> </u>				\$
		OTAL PROGR	AM REVENUE	-		\$4,500,00
		1,350,000		nue 40% EPSI	OT (2011 Realig ty SB163 Trust I	
		1.354,923	Total Medi-Cal Total Medi-Cal Medi-Cal cost (	Units		
		1.022,727	Non Medi-Cal E Fotal Non-Medi Yon Medi-Cal c	-Cal Billable u		
			,		alized Total Sun	

Annualized Total Sulmary					
	SDollar Amoun	%Percentage%			
Medi-Cal					
Billable Cost		75%			
Non Medi-Cal					
Billable Cost	\$ 1,125,000	25%			
Total	\$ 4,500,000				

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Revised Exhibit B

Senate Bill 163 Wraparound and Therapeutic Foster Care Services	
FamiliesFirst, Inc. dba EMQ FamiliesFirst  Budget - July 1, 2017 to June 30, 2018	
PROPOSED BUDGET DETAIL NARRATIVE	
THE COLD DODGET DETRICIANTAL	
BUDGET NARRATIVE	
	Total Amoun
0001 Associate Director	\$ 82,493
1.0 FTE at a salary of \$82,493 = \$82,493	
Master's degree (MA/MS). Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the St.	ate of California.
Must meet the BBS requirements to provide clinical oversight and supervision with three to ten years of experience in healthcare/psychology/bit	ehavioral/mental
health. The Associate Director assists the clinical director with implementing strategies to accomplish the agency annual priorities at the progra	m level. Directs
and develops managers, ensures CPMS are competent and have all tools necessary to lead teams.	
0002 Clinician &	Total Amount \$ 192,124
4.0 FTE at average salary of \$48,031 = \$192,124	
Master's Degree (MA/MS) and at least two years of experience working with youth, young adults and families in a therapeutic environment is re	auired. If
unlicensed must be a registered intern with the Board of Behavioral Sciences and receiving appropriate clinical supervision. Provides psychother	
psychotherapeutic support to children and families.	
	Total Amount
0003 Clinical Director	\$ 45,530
0.5 FTE at a salary of \$91,060 = \$45,530	+,
Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to	o practice as a
Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical overs	
supervision. Provides regional leadership and effectively manages, develops, maintains, monitors and ensures the clinical quality in multiple di	-
apartitions ( ) to the state of	incor programs.
	Total Amount
XXXX Community Development Specialist (RCL)	\$ 33,653
1.0 FTE at a salary of \$33,653 = \$33,653	
Bachelor's Degree (BA/ BS) in Marketing or related field preferred. The community development specialist develops resources that support the r	eeds of voung
people and families receiving agency services. Inspires and ensures community engagement in therapeutic and strength based opportunities to e	
create mental health programs.	
Teste mental means programs.	
	Total Amount
0005 Addiction Prevention Counselor	\$ 102,963
3.0 FTE at an average salary of \$34,321 = \$102,963	·,
Bachelor's degree (BA/BS) or higher in Psychology, Counseling or Social Work; certified drug and alcohol counselor is preferred. Two to four yea	rs related
experience or an equivalent combination of education and experience working with youth or young adults with co-occurring disorders.	1
Application of Equivalent Combination of Education and experience working with Youth of Young about Mark of Gedening or Society.	
	Total Amount
1006 Education/Vocational Specialist	\$ 102,768
1.0 FTE at an average salary of \$34,256 = \$102,768	202,700
Associate's Degree (AA/ AS) AND six (6) years related experience in a mental	
nealth/education/vocational setting required.	1
OR Bachelor's Degree (BA/BS) AND four (4) years related experience in a mental	
nealth/education/vocational setting required.	

RFP 952-5322

Revised Exhibit B

Senate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst ente establica i include en el el el Budget - July 1, 2017 to June 30, 2018 Total Amount 0007 Clinical Program Manager 254,860 4.0 FTE at an average salary of \$63,715 = \$254,860 Master's degree (MA/MS) required in a related field; two to four years related experience. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Hires, develops, trains, manages and retains clinical program staff. Total Amount 0008 Facilitator 466,824 12.0 FTE at an average salary of \$38,902 = \$466,824 Master's Degree (MS/ MA) in Psychology, Social Work, Counseling or related field required. Works in the family's home and a variety of community and/or treatment settings, coordinates services with an understanding of the complexity of each family while blending the clinical care of the youth with the facilitation of the life domain planning process. **Total Amount** 0009 Family Partner (RCL) 135,572 4.0 FTE at an average salary of \$33,893 = \$135,572 High School Diploma or General Education Development (GED) required; some college education is preferred. Three years of experience as a parent or caregiver of child with special needs. Implements family friendly practices by providing a parent's perspective to the routine operations and developments of programs. Total Amount 0010 Family Specialist 662,705 22.0 FTE at an average salary of \$30,123 = \$662,706 Bachelor's degree (BA/BS) required; six months, one year, or two years of experience working with SED children required, dependent upon connect, OR equivalent combination of education and experience. Develops a strength based relationship with youth and caregivers in order to intervene with maladaptive behaviors while developing the youths strengths and interests. Total Amount 0011 Family Service Coordinator: Family Finding 40,010 1.0 FTE at a salary of \$40.010 = \$40.010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/BS) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams. **Total Amount** 40,010 0012 Family Services Coordinator 1.0 FTE at an average salary of \$40,010 = \$40,010 Associate's degree (AA/AS) and six years of experience or Bachelor's degree (BA/8S) with four years of experience or Master's degree (MA/MS) with two years of experience in related field is required. Works independently in family homes and a variety of community and/or treatment settings directly with children and adults. Is responsible for developing and coordinating family-centered teams. Total Amount 0013 Program Supervisor 154,635 3.0 FTE at an average salary of \$51,545 = \$154,635 Bachelor's Degree (BA/ BS) in Psychology, Social Work, Counseling, Education or related field. Minimum of three (3) years of experience in social or mental health services delivery, residential care supervision or education required. Hires, develops, trains and manages program staff. Coordinates and supervises daily program operations. Total Amount 0014 Intake Coordinator 38,783 1.0 FTE at a salary of \$38,783 = \$38,783 Bachelor's degree (BA) in social work, psychology, marriage, child and family counseling, counseling psychology; minimum of two years of experience working

with dependent children is required. This position is responsible for placement of clients into the program.

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0030 OASDI

Calculated at 6.2% of salaries.

163,325

**Total Amount** 

Page: 23 of 29 Benate Bill 163 Wraparound and Therapeutic Foster Care Services FamiliesFirst, Inc. dba EMQ FamiliesFirst Budget - July 1, 2017 to June 30, 2018 **Total Amount** 0015 Administrative Assistant II 33,219 1.0 FTE at a salary of \$33,219 = \$33,219 High school diploma, GED or equivalent combination of education and experience required. The administrative assistant II provides administrative support to program staff; performs private insurance billing and handles all flex funds for the Wrap program. Total Amount 0016 Billing Specialist 31,024 1.0 FTE at an average salary of \$31,024 = \$31,024 High school diploma, GED or equivalent combination of education and experience required. This position inputs the EPSDT billing into Avatar along with reconciliation and preparation of claim certification and inputs the units and flex funds on SB163 invoice. Total Amount 0017 ED, Regional Executive Director 52,119 0.45 FTE at a salary of \$115,818 = \$52,119 Master's Degree (MA/MS) in Psychology, Social Work, Marriage and Family Counseling, Administration, Business or related field is required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BB5 requirements to provide clinical oversight and supervision. This position provides leadership, strategic direction and operational oversight. This position provides leadership, strategic direction and operational oversight. **Total Amount** 0018 Health Information Management 1.0 FTE at a salary of \$34,128 = \$34,128 Associates degree (AA/AS) required with one year direct work experience. Database, Visual Basic, and/or Crystal Reports experience required. Basic knowledge of legal Issues regarding releases of Information and other medical records issues required. Technical training on report writing in a database environment required. Total Amount 69,379 0019 Learning Partners 1.0 FTE at an average salary of \$69,379 = \$69,379 Bachelor's Degree (BA/BS) or equivalent experience in related field required. Two years of experience in education/learning/training. Assesses learning needs, designs, develops and presents leaning activities. Total Amount 23,200 0020 Outcomes Evaluation 0.5 FTE at a salary of \$46,400 = \$23,200 Bachelor's degree (BA/BS) required with six years research experience with statistical analysis software, database development, management, merging of multiple databases. Four (4) years of related experience in literature review, program research, data collection, intermediate-advanced evaluation, and advanced knowledge and usage of statistical software package. Minimum of one (1) year experience in training research activities and lead responsibilities in research projects. **Total Amount** 38,295 0021 Quality Support 0.5 FTE at a salary of \$76,589 = \$38,295 Master's Degree (MA/ MS) in Psychology, Social Work, Marriage and Family Counseling or related field required. Must have appropriate license to practice as a Licensed Clinical Social Worker or Marriage Family Therapist in the State of California. Must meet the BBS requirements to provide clinical oversight and supervision. Develops, maintains, and manages operational infrastructure functions that provide support to service delivery (Intake, medical records), the assurance of quality (utilization review and quality and manages operational infrastructure functions that provide support to service delivery (intake, medical records), the assurance of quality (utilization review and quality assurance structures, training structures, outcomes evaluation structures, risk management oversight) for a distinct geographic region in compliance with agency standards. Total Amount

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Senate Bill 163 Wraparound and Therapeutic Foster Care Services		
FamiliesFirst, Inc. dba EMQ FamiliosFirst		
Budget - July 1, 2017 to June 30, 2018		
0031 FICA/MEDICARE	\$	38,19
Calculated at 1.45% of salaries.		
	T	4-1 A-main
0032 UI	5	tal Amour 61,906
Calculated at 2,35% of salaries.	-1 <u>-</u>	V2,50
	7	
0040 Retirement	Tot	tal Amour 105,372
Calculated at 4.0% of salaries.	17	
	T	-1 4
0041 Workers Compensation	5 100	ai Amoun <b>79,029</b>
Calculated at 3.0% of salaries.		
	T Tot	-l Amoun
0042 Health insurance (medical, vision, life, dental)	\$	al Amoun 291,508
Calculated at approximately 11% of salaries.		
	Tot	-1 A-20.00
1010 Rent/Lease Building	\$	al Amoun! 50,556
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the	1	
agency's existing office in Fresno. This includes building, storage and file storage unit rental payments and all the costs associated with storing a		
client, personnel or other files or records.		
	Tota	al Amount
1011 Rent/Lease Equipment	\$	4,163
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the	utilizati	on of the
agency's existing office in Fresno. This includes rental payments for equipment including leased copiers, faxes, postage machines, phone system	ıs, lapto	ops or
other communication, office or facility equipment.		
	Tota	i Amount
1014 Maintenance (facility)	\$	4,456
All occupancy costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical trends and the	utilizatio	
agency's existing office in Fresno. This includes common area maintenance on leased building charges, maintenance/building repair charges, HV		
maintenance and repair, landscaping, janitorial services, confidential paper shredding services, in-house or outside equipment repair and fabor.		
		······································
	Tota	Amount
1017 Other-Depreciation	\$	5,624
Depreciation includes deprecation on leasehold improvements, office furniture/fixtures and equipment meeting amortization thresholds. Costs	are allo	cated
between programs on the basis of payroll dollars and have been estimated based on historical trends.		
	Tota	Amount
1060 Telephone	\$	54,836
Cell phones, Land Lines, DSL, fax charges, phone system; also wireless cards for laptop computers enabling us to maintain a fully functional mobi		force to
deliver in-home services. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical tren	ds.	

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Senate Bill 163 Wraparound and Therapeutic Foster Care Services	
Families First, Inc. dba EMQ Families First Budget - July 1, 2017 to June 30, 2018	
Budget - July 1, 2017 to June 30, 2018	1
1062 Postage/Shipping/Printing	Total Amoun
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyer	1,301
reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historical	i tronde
Postage, printing, US mail, GSO, Federal Express, UPS, postage machine refills, outside reproduction costs, program specific brochures and flyer.	t when
reimbursable by the program. Costs are allocated between programs on the basis of payroll dollars and have been estimated based on historica	l teande
or payon bollars and assess the state of the	n (renos.
1055 Office Supplies & Faultanese	Total Amount
1066 Office Supplies & Equipment Office Supplies & Equipment	\$ 6,409
Office supplies and equipment include, but are not limited to: paper, pens, files, staplers, break rooms supplies such as coffee, paper cups, plasti	c utensits are
also included. Costs are allocated between programs on the basis of direct labor dollars and have been estimated based on historical trends.	
	Total Amount
1069 Program Supplies-Therapeutic	\$ 11,250
includes those supplies utilized in the direct delivery of therapeutic services to clients. Cost is estimated to be approximately \$15.00 per direct call	re staff per
month. Materials, cash payments, outing costs, etc. used to motivate or reinforce desired behavior.	
	Total Amount
1072 Staff Mileage/vehicle maintenance	\$ 220,650
Primarily includes mileage reimbursement paid (at the current federal rate to staff supporting program or program related activities. In addition,	
of travel costs may include overnight travel by staff for training, meetings or conferences. This figure also takes into consideration that we anticip	
majority of all program services will be delivered in the community. Also includes the transportation of clients. Costs are estimated to be approx	imately 9.38%
of direct personnel costs prior to taxes and benefits.	
	Total Amount
1074 Staff Training/ Registration	\$ 6,682
Includes ongoing training in the Wraparound model of care, organizational tools, team/organizational psychology, philosophy of client based sen	rices,
integration of roles/team dynamics, assessment and individualized treatment planning, general services, organized admissions, and individualized	J treatment
planning associated with the Wraparound system of care. Also includes other mandatory trainings such as first aid and CPR.	
	Total Amount
1076 Other • Emergency Flex Funds	\$ 63,000
Cost of "whatever it takes" flexible funding for client needs to maintain growth, functioning and recovery. Flexible funds were budgeted at \$35 p	
nonth. Requests above \$300 are approved by the Wraparound Community Team.	
individual control of the property of the prop	
	Total Amount
1001 Friends Audia	
1081 External Audit	\$ 7,271
ncludes annual audit insuring all financial records are relevant and accurate and in compliance with state and federal laws and regulations. Audit	costs are
allocated between programs on the basis of payroll dollars and have been estimated based on historical costs.	
	Total Amount
LOB2 Liability Insurance	\$ 20,412
ncludes general business liability and property coverage along with professional liability insurance.	

RFP 952-5322 Page: 26 of 29 Revised Exhibit B

Sehate Bill 163 Wraparound and Therapeutic Foster Care Services	
FamiliesFirst, Inc. dba EMQ FamiliesFirst  Budget - July 1, 2017 to June 30, 2018	
Budget- July 1, 2017 to Julio 30, 2010	Total Amount
1083 Other-Administrative Overhead	\$ 647,317
Represents the indirect costs of the agency's general and administrative shared support services such as finance, accounting, billing, human resonation, insurance, professional fees, HIPAA compliance and clinical administration, information technology, quality assurance and clinical	
quality management oversight of Medi-Cal records, risk management and program fidelity, recruiting and human resources support, MIS infrasti	ructure & QI/UM
department support and oversight as well as executive management. Costs that cannot be specifically charged to a program are allocated to program	ograms on the
basis of direct labor program costs prior to the addition of taxes and benefits. Indirect costs have been budgeted at 15% of program costs.	
	Total Amount
1089 Medication Supports	\$ 21,840
This is a contract position estimated at to cost \$175 per hour. The psychiatrist will be required to provide 2.61 hours per week, or approximately per month x 12 months = \$21,840) and will provide medical oversight/supervision of program services.	y 10.44 hours
3000-3900 Medi-Cal Revenues	Total Amount
	\$ 4,500,000
services in its existing Wraparound program. This budget assumes full staff and full census on day one and projects Medi-Cal revenue generation for the initial 12 month period. These revenue figures are based on a case management rate of \$2.02 per minute, a mental health rate of \$2.61 pmedication support rate of \$4.82 per minute, a collateral rate of \$2.61 per minute and a crisis intervention rate of \$3.88 per minute. The blend canticipated to be 7% case management, 15% mental health, 1% crisis intervention, 1% medication support, 2% collateral, 10% ICC-case management.	per minute, a of services is
	1
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Senate Bill 183 Wraperound and Therapeutic Foster Care Services FamillesFirst, Inc. dba EMQ FamillesFirst

Budget - July 1, 2017 to June 30, 2018

Page: 27 of 29

It is recognized that overhead cost is part of every organizations cost of doing business to evaluate direct service cost versus overhead cost, please utilize this page to delineate what makes up your agencies overhead.

Below is an example of overhead cost components/categories, please feel free to adjust to best represent your agency

Cost Categories	Amount Requested	Explanation
Accounting/Finance	129,463	Agency corporate general accounting and financial services
Human Resources	129,463	Agency human resources and administration, including recruiting, training and employee development
Information Tech.	194,195	Agency network, communication, security, application development and maintenance
Executive Management	97,098	Agency management and leadership and administration
Training /Quality/Compliance		Agency corporate training, quality, and compliance requirements
Total	647,317	

- Please provide your agency's total administrative overhead cost. \$13,000,000
- 2) Please provide the percentage of your agency's total administrative overhead cost, as is it relates to your total agency cost. 15%
- 3) Please indicate your agency's proposed total cost for this service component. \$4,500,000
- 4) Please indicate the percentage of your agency's administrative overhead cost charge, as it relates to the total cost proposed for this service component. 15%
- 5) Please indicate the percentage of the total agency's administrative overhead cost, charged under this service component as it relates to your agency's total administrative cost. 5%

# **COST PROPOSAL**

# FRESNO WRAPAROUND PROGRAM

# JULY 1, 2018 thru SEPTEMBER 30, 2018 (3 Months Budget)

	JULY 1, 2018 thru SEPTEN	IBER 30, 2018	(3 Months Budget	)	
Budget	Cotogorios		Total Pro	nood Budget	
	Categories - m Description (Must be itemized)	FTE %	Total Proposed Budget  Admin. Direct Total		
	DNNEL SALARIES:	1.12 /0	7.0	Direct	10141
0001	Associate Director	1.00		\$22,586	\$22,586
0002	Clinical Program Manager	2.00		\$12,928	\$25,856
0003	Clinician I	2.00		\$10,512	\$21,024
0004	Facilitator I	1.00		\$11,783	\$11,783
0005	Family Specialist III	11.70		\$5,712	\$66,830
0006	Program Supervisor	2.00		\$10,669	\$21,338
0007	Education/Vocational Specialist	2.00		\$6,434	\$12,868
0008	Family Partner I	2.00		\$7,750	\$15,500
0009	Admin Assistant I	1.00		\$8,827	\$8,827
0010	Health Info Technician	1.00		\$8,671	\$8,671
0011	Shared Support Staff	0.92	\$46,642	<b>4</b> 0,011	\$42,911
0012	title		+ -,-		\$0
	SALARY TOTAL	26.62			\$258,194
PAYRO	DLL TAXES:			i	
0030	OASDI				\$16,009
0031	FICA/MEDICARE				\$3,743
0032	SUI				\$3,486
	PAYROLL TAX TOTAL				\$23,238
EMPLO	DYEE BENEFITS:				
0040	Retirement				\$8,993
0041	Workers Compensation				\$6,036
0042	Health Insurance (medical, vision, life, dental)				\$59,278
	EMPLOYEE BENEFITS TOTAL				\$74,307
	SALARY & BENEFITS GRAND TOTAL				\$355,739
FACILI	TIES/EQUIPMENT EXPENSES:				
1010	Rent/Lease Building				\$14,529
1011	Rent/Lease Equipment				\$810
1013	Building Maintenance				\$438
	FACILITY/EQUIPMENT TOTAL				\$15,777
OPER/	ATING EXPENSES:				
1060	Telephone				\$5,666
1062	Postage/Shipping/Printing				\$267
1066	Office Supplies & Equipment				\$1,564
1072	Staff Mileage/vehicle maintenance				\$19,618
1074	Staff Training/Registration				\$648
1076	Depreciation - Equipment				\$763
1077	Flex Fund				\$6,400
1078	IT- Application/Licenses				\$1,761

	OPERATING EXPENSES TOTAL		- 1	\$36,687
FINAN	CIAL SERVICES EXPENSES:			
1081	External Audit			\$833
1082	Liability Insurance			\$5,213
1083	Administrative Overhead			\$73,401
	FINANCIAL SERVICES TOTAL			\$79,447
SPECI	AL EXPENSES (Consultant/Etc.):			
1090	Consultant (network & data management)			
1091	Translation Services			
1092	Contract Psychiatrist			\$1,620
	SPECIAL EXPENSES TOTAL			\$1,620
FIXED	ASSETS:			
		TOTAL PROGRA	M EXPENSES	\$489,270
MEDI-C	CAL REVENUE:	Units of Service	Rate	\$ Amount
3000	Mental Health Services (Individual/Family/Group Therapy)	1,933	\$2.84	\$5,490
3100	Rehabilitation	31,014	\$2.84	\$88,080
3200	Collateral	539	\$2.84	\$1,531
3300	Intensive Home-Based Services	30,827	\$2.84	\$87,549
3400	Assessment	2,925	\$2.84	\$8,307
3500	Plan Development	668	\$2.84	\$1,897
3600	Case Management	13,070	\$2.21	\$28,885
3700	Intensive Case Coordination	18,950	\$2.21	\$41,880
3800	Crisis Services	0	\$4.17	\$0
3900	Medication Support	230	\$5.18	\$1,191
	DIRECT SERVICE REVENUE TOTAL	100,156	, and the same of	\$264,809
	R REVENUE:		-	
4000	Other - (SB Non Billable Services)			\$224,461
4100	Other - (Identify)			
4200	Other - (Identify)			
4300	Other - (Identify)			
-	OTHER REVENUE TOTAL	TOTAL PROOF	MA DEVENUE	\$224,461
		TOTAL PROGRA	AM REVENUE	\$489,270
		Medi-Cal Reve	enue 50% FFP	\$132,404
		Medi-Cal Revenu		\$105,923
		County SB163 Tr	ust Fund 10%	\$26,481
		Total Medi	-Cal Revenue	\$264,809
		Total N	ledi-Cal Units	100,156
		Medi-Cal	cost per unit	\$2.64
		Non Medi-Cal Billable	Service Cost	\$224,461

	Total Non Medi-Cal Billable Units		25,039
		Non Medi-Cal cost per unit	\$8.96