

SECOND AMENDMENT TO AGREEMENT

THIS SECOND AMENDMENT TO AGREEMENT (hereinafter "Amendment") is made and entered into this 18th day of June, 2024, by and between COUNTY OF FRESNO, a Political Subdivision of the State of California, Fresno, California (hereinafter "COUNTY"), and Fresno County Economic Opportunities Commission d.b.a. Fresno EOC, a private, non-profit organization, whose address is 1920 Mariposa Street, Suite 300, Fresno, CA, 93721, (hereinafter "CONTRACTOR").

WITNESSETH:

WHEREAS, COUNTY and CONTRACTOR entered into Agreement number A-20-406, dated October 6, 2020, pursuant to which CONTRACTOR agreed to provide research-based and evidence-informed home visitation services to underserved families with children ages 0-5 to COUNTY; and

WHEREAS, COUNTY and CONTRACTOR entered into a First Amendment number A-22-289, dated June 21, 2022, to continue the services for an extended term of July 1, 2022 to June 30, 2024 (Agreement number A-20-406 and First Amendment number A-22-289, collectively, shall be referred to herein as "Agreement"); and

WHEREAS, COUNTY and CONTRACTOR now desire to amend the Agreement in order to revise the scope of work to provide home visitation services to unduplicated families with at least one (1) parent/caregiver attending each visit and continue services for an extended term of July 1, 2024 to June 30, 2026.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, COUNTY and CONTRACTOR agree as follows:

1. That all references in the Agreement to "Revised Exhibit A" shall be changed to read "Second Revised Exhibit A", where appropriate, attached hereto and incorporated herein by reference.
2. That all references in the Agreement to "Revised Exhibit B" shall be changed to read "Second Revised Exhibit B", where appropriate, attached hereto and incorporated herein by reference.
3. Section 3 of the Agreement, located on page 2, lines 5 through 10, is deleted in its entirety and replaced with the following:

"The initial term of this Agreement shall be for a period of six (6) years, commencing on July 1, 2020 through and including June 30, 2026."

1 COUNTY and CONTRACTOR agree that this Amendment is sufficient to amend the
2 Agreement and, that upon execution of this Amendment, the Agreement and this Amendment together
3 shall be considered the Agreement.

4 The parties agree that this Amendment may be executed by electronic signature as provided in
5 this section. An "electronic signature" means any symbol or process intended by an individual signing
6 this Amendment to represent their signature, including but not limited to (1) a digital signature; (2) a
7 faxed version of an original handwritten signature; or (3) an electronically scanned and transmitted (for
8 example by PDF document) of a handwritten signature. Each electronic signature affixed or attached
9 to this Amendment (1) is deemed equivalent to a valid original handwritten signature of the person
10 signing this Amendment for all purposes, including but not limited to evidentiary proof in any
11 administrative or judicial proceeding, and (2) has the same force and effect as the valid original
12 handwritten signature of that person. The provisions of this section satisfy the requirements of Civil
13 Code section 1633.5, subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3,
14 Part 2, Title 2.5, beginning with section 1633.1). Each party using a digital signature represents that it
15 has undertaken and satisfied the requirements of Government Code section 16.5, subdivision (a),
16 paragraphs (1) through (5), and agrees that each other party may rely upon that representation. This
17 Amendment is not conditioned upon the parties conducting the transactions under it by electronic
18 means and either party may sign this Amendment with an original handwritten signature.

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

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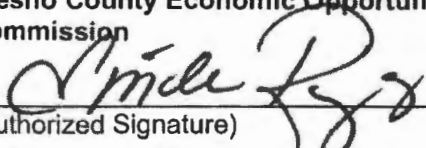
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IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to Agreement as of the day and year first hereinabove written.

CONTRACTOR
Fresno County Economic Opportunities Commission

COUNTY OF FRESNO



(Authorized Signature)



Nathan Magsig, Chairman of the Board of Supervisors of the County of Fresno

Emilia Rojas, CEO

Print Name & Title

1920 Mariposa Street, suite 300

Fresno, CA 93721

Mailing Address

ATTEST:
Bernice E. Seidel
Clerk of the Board of Supervisors
County of Fresno, State of California

By: 

Deputy

FOR ACCOUNTING USE ONLY:

Fund: 0001
Subclass: 10000
ORG: 56201706
Account: 7295

SCOPE OF WORK

Fresno Economic Opportunities Commission

DESCRIPTION OF SERVICES

CONTRACTOR's Community Health Team services must directly serve Fresno County families and children ages 0-5 who are not being served by other home visitation programs. CONTRACTOR may obtain client referrals on their own or from COUNTY's Department of Public Health (DPH). All referrals received will be screened to ensure the client is not being served by other home visitation programs including DPH.

CONTRACTOR will administer a Patient Health Questionnaire-9 (PHQ-9) as well as a needs assessment for all families served.

Community Health Team home visitation staff will consult with the DPH PHN for guidance and support on medically challenging cases and complete joint home visits as needed.

CONTRACTOR will adhere to all terms and conditions set forth in the First 5 Fresno County (F5FC) Funded Partner Manual (<https://www.first5fresno.org/forms-docs/>) and the California Department of Public Health (CDPH) - Maternal, Child and Adolescent Health (MCAH) Division's Fiscal Administration Policy and Procedure Manual (<https://www.cdph.ca.gov/Programs/CFH/DMCAH/Pages/Fiscal-Documents.aspx>) as it pertains to subcontractors of funded recipients.

COLLABORATIVE MEETINGS

Approximately three (3) home visitors will meet with the DPH PHN two (2) times per month for case consultations, trainings and other program issues. Sign-in sheets are required for each meeting. Data is required to be entered in the F5FC database on a quarterly basis.

PARENT PARTNERSHIP HOME VISIT

Home visit services will be focused on the parent, but children ages 0-5 in the home will also receive services. CONTRACTOR will provide services in accordance with their research-based home visitation model. Services must be completed in the home or similar setting. Teleconferencing can be utilized in lieu of home visitation due to COVID-19 precautions until restrictions are lifted.

- Fifty (50) unduplicated families will receive home visitation services with at least one (1) parent/caregiver attending each visit.
- Each case manager will carry a caseload of approximately twenty four (24) clients and the program coordinator will carry a caseload of approximately two (2) clients.
- Home visits will be conducted at least two (2) times a month for a minimum of six (6) months.
- Visits will be at least sixty (60) minutes in length.

Data is required to be entered in the F5FC database on a monthly basis.

DEVELOPMENTAL SCREENING

Each child client ages 0-5 will receive an ASQ and ASQ:SE developmental screening for a total of forty-five (45) ASQs and forty-five (45) ASQ:SEs. Data is required to be entered in the F5FC database on a monthly basis.

REFERRALS

Sixty (60) children and/or parents will receive referrals to community resources (e.g., primary care physician, early intervention, school district, mental health, medical referrals, Help Me Grow Fresno County, day care, preschool, housing, cash aid, or food assistance). Data is required to be entered in the First 5 database on a monthly basis.

DOCUMENTATION AND DATA COLLECTION

CONTRACTOR will collect and report data on all client services as outlined above including client eligibility, demographics, screenings and referrals/interventions completed.

CONTRACTOR will submit a brief quarterly narrative addressing target population, intent of service, short story, challenges, barriers and any program family event(s) as described in the Quarterly Narrative and Aggregate Reports section of the F5FC Funded Partner Manual to COUNTY by the 5th of the month following the end of each quarter.

TIME STUDY

All Community Health Team staff will prepare and submit time studies quarterly to COUNTY in order to receive leveraged federal funding. CDPH MCAH program requires all personnel that are funded by Federal Title XIX to prepare and submit a time study at least once per quarter.

Fresno Economic Opportunities Commission
 July 1, 2024 - June 30, 2025

BUDGET CATEGORIES	Hourly Rate	Total Cost	Description of Role/Justification
PERSONNEL/STAFFING EXPENSES			
Program Coordinator (.63 FTE)	\$45.19	\$54,458.00	The Project Coordinator (PC) will provide oversight of the Case Managers (CM) and coordinate the home visitations with the Fresno County Department of Public Health. The PC will also be responsible for program reporting and financial oversight of project.
Case Manager (1.0 FTE)	\$29.81	\$57,005.00	CM will meet and communicate with the Public Health Nurse (PHN) on a regular basis for trainings, case consultations, and other program issues. CM will provide home visitation services to provide clients with social support, health information, family planning, and/or to act as a resource provider, literary teacher, or parenting coach.
Case Manager (1.0 FTE)	\$30.78	\$58,874.00	CM will meet and communicate with the PHN on a regular basis for trainings, case consultations, and other program issues. CM will provide home visitation services to provide clients with social support, health information, family planning, and/or to act as a resource provider, literary teacher, or parenting coach.
Subtotal Personnel		\$170,337.00	
Benefits (30.24) % of Personnel	30.24%	\$51,516.00	Cost includes FICA, SUI, Workers Compensation, Medical/Health benefits and retirement benefits.
Total Personnel Expenses		\$221,853.00	
NON-PERSONNEL EXPENSES			
Communications		\$6,646.00	Communication system, wifi, email, landline, cell phones at \$553.83/month
Office Supplies		\$560.00	Office supplies at \$46.66/month for staff to complete their essential functions.
Printing		\$0.00	
Postage		\$0.00	
Rent		\$5,000.00	\$416.66/month X 12 months

Travel	\$3,500.00	3 Employees mileage reimbursement at current approved reimbursement rate. Total miles for family visitations and outreach approximately 5,223 miles.
Training	\$900.00	Training expenses for 3 staff.
Total Non-Personnel Expenses	\$16,606.00	
INDIRECT/OVERHEAD EXPENSE 15% of Direct Expenses (Direct Expenses = Personnel + Non-Personnel)	\$35,769.00	15% of total direct costs is used for staffing, oversight and processing of the particular function of the following administrative departments: Executive, Finance, Human Resources, Information and Technology, Equity and Impact, Marketing and Communications as well as other allowable grant costs such as security services, utilities, water/sewer & garbage, janitorial services, supplies, repairs/maintenance and yard maintenance.
OTHER COSTS		
Audit Expenses		
Insurance	\$772.00	Liability insurance, approximately \$64.33 monthly x 12 months.
TOTAL EXPENSES (Personnel + Non-Personnel + Indirect)	\$275,000.00	

In-kind Project Staff Time:

Project Director

Oversees and coordinates all activities and communication with Project Coordinator (PC) and Fresno County Department of Public Health. Provides direct and indirect supervision of project activities, implementation, contract compliance, quality assurance, budget adherence and program outcomes. Oversees activities and efforts in building relationships with stakeholders and collaborative partners. Will work closely with the Project Coordinator and team. Salary and Fringe Benefits @ 5% FTE; \$9,059 value.

Project Manager

Project Manager (PM) will provide support to the Project Coordinator and training of Case Managers on Evidence-Based Program Models and Medi-cal Referrals. Salary and Fringe Benefits @ 5% FTE; \$4,485 value.

Fresno Economic Opportunities Commission
 July 1, 2025 - June 30, 2026

BUDGET CATEGORIES	Hourly Rate	Total Cost	Description of Role/Justification
PERSONNEL/STAFFING EXPENSES			
Program Coordinator (.53 FTE)	\$47.00	\$48,572.00	The Project Coordinator (PC) will provide oversight of the Case Managers (CM) and coordinate the home visitations with the Fresno County Department of Public Health. The PC will also be responsible for program reporting and financial oversight of project.
Case Manager (1.0 FTE)	\$31.00	\$60,455.00	CM will meet and communicate with the Public Health Nurse (PHN) on a regular basis for trainings, case consultations, and other program issues. CM will provide home visitation services to provide clients with social support, health information, family planning, and/or to act as a resource provider, literary teacher, or parenting coach.
Case Manager (1.0 FTE)	\$31.40	\$61,221.00	CM will meet and communicate with the PHN on a regular basis for trainings, case consultations, and other program issues. CM will provide home visitation services to provide clients with social support, health information, family planning, and/or to act as a resource provider, literary teacher, or parenting coach.
Subtotal Personnel		\$170,248.00	
Benefits (29.80 % of Personnel)	29.80%	\$50,739.00	Cost includes FICA, SUI, Workers Compensation, Medical/Health benefits and retirement benefits.
Total Personnel Expenses		\$220,987.00	
NON-PERSONNEL EXPENSES			
Communications		\$6,646.00	Communication system, wifi, email, landline, cell phones at \$553.83/month
Office Supplies		\$776.00	Office supplies at \$64.67/month for staff to complete their essential functions.
Printing		\$650.00	Printing of materials for outreach and educational materials including copies.
Postage			Mail and postage.
Rent		\$5,000.00	\$416.67/month X 12 months

Travel	\$3,500.00	3 Employees mileage reimbursement at current approved reimbursement rate. Total miles for family visitations and outreach approximately 5,223 miles.
Training	\$900.00	Training expenses for 3 staff.
Total Non-Personnel Expenses	\$17,472.00	
INDIRECT/OVERHEAD EXPENSE 15% of Direct Expenses (Direct Expenses = Personnel + Non-Personnel)	\$35,769.00	15% of total direct costs is used for staffing, oversight and processing of the particular function of the following administrative departments: Executive, Finance, Human Resources, Information and Technology, Equity and Impact, Marketing and Communications as well as other allowable grant costs such as security services, utilities, water/sewer & garbage, janitorial services, supplies, repairs/maintenance and yard maintenance.
OTHER COSTS		
Audit Expenses		
Insurance	\$772.00	Liability insurance, approximately \$64.33 monthly x 12 months.
TOTAL EXPENSES (Personnel + Non-Personnel + Indirect)	\$275,000.00	

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