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**AMENDMENT NO. 1 TO SERVICE AGREEMENT**

This Amendment No. 1 to Service Agreement (“Amendment No. 1”) is dated March 19, 2024 and is between West Fresno Health Care Coalition dba West Fresno Family Resource Center, a California 501 C3 Non-Profit corporation (“Contractor”), and the County of Fresno, a political subdivision of the State of California (“County”).

**Recitals**

A. On March 28, 2023, the County and the Contractor entered into a service agreement, which is County agreement number A-23-133 (“Agreement”), to provide community health support and promote health intervention activities for implementation of Fresno County’s Initiative to Address COVID-19 Related Health Disparities.

B. The County and the Contractor now desire to amend the Agreement to (1) include the correct Catalog of Federal Domestic Assistance Number as the federal funding source and; (2) amend the Agreement to replace Exhibit B with Revised Exhibit B to adjust annual budget amounts to reflect year one actuals, carryover unspent funds from year one to year two, and reallocate carryover funds in the Equipment, Supplies, and Other Costs, categories to account for previously unanticipated expenses.

The parties therefore agree as follows:

1. Section number 7.1 of the Agreement located on page Six (6) beginning at line Fourteen (14) with the word “Services” and ending at line Seventeen (17) with the number “93.323” is deleted in its entirety and replaced with the following:

“7.1 Services Funding Source. Funding for these services is provided by the US Department of Health and Human Services (HHS), Centers for Disease Control and Prevention (CDC) – Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises (Catalog of Federal Domestic Assistance Number 93.391), Department of the Treasury, Coronavirus State and Local Fiscal Recovery Funds (SLFRF) (Assistance Listing Number, formerly known as CFDA Number, 21.027), HHS,

1 CDC - Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)  
2 (Catalog of Federal Domestic Assistance Number 93.323).”

3 2. That all references in Agreement to “Exhibit B” shall be changed to read “Revised Exhibit  
4 B”. Revised Exhibit B is attached hereto and incorporated herein by this reference.

5 3. When both parties have signed this Amendment No. 1, the Agreement, and this  
6 Amendment No. 1 together constitute the Agreement.

7 4. The Contractor represents and warrants to the County that:

8 a. The Contractor is duly authorized and empowered to sign and perform its obligations  
9 under this Amendment.

10 b. The individual signing this Amendment on behalf of the Contractor is duly authorized  
11 to do so and his or her signature on this Amendment legally binds the Contractor to  
12 the terms of this Amendment.

13 5. The parties agree that this Amendment may be executed by electronic signature as  
14 provided in this section.

15 a. An “electronic signature” means any symbol or process intended by an individual  
16 signing this Amendment to represent their signature, including but not limited to (1) a  
17 digital signature; (2) a faxed version of an original handwritten signature; or (3) an  
18 electronically scanned and transmitted (for example by PDF document) version of an  
19 original handwritten signature.

20 b. Each electronic signature affixed or attached to this Amendment (1) is deemed  
21 equivalent to a valid original handwritten signature of the person signing this  
22 Amendment for all purposes, including but not limited to evidentiary proof in any  
23 administrative or judicial proceeding, and (2) has the same force and effect as the  
24 valid original handwritten signature of that person.

25 c. The provisions of this section satisfy the requirements of Civil Code section 1633.5,  
26 subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3, Part  
27 2, Title 2.5, beginning with section 1633.1).  
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d. Each party using a digital signature represents that it has undertaken and satisfied the requirements of Government Code section 16.5, subdivision (a), paragraphs (1) through (5), and agrees that each other party may rely upon that representation.

e. This Amendment is not conditioned upon the parties conducting the transactions under it by electronic means and either party may sign this Amendment with an original handwritten signature.

6. This Amendment may be signed in counterparts, each of which is an original, and all of which together constitute this Amendment.

7. The Agreement as amended by this Amendment No. 1 is ratified and continued. All provisions of the Agreement and not amended by this Amendment No. 1 remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

1 The parties are signing this Amendment No. 1 on the date stated in the introductory  
2 clause.

3 West Fresno Health Care Coalition dba West  
4 Fresno Family Resource Center

5 

6 8c37f081d66a482...  
7 Yolanda Randles, Executive Director

8 1802 E. California Ave.  
9 Fresno, CA 93706

COUNTY OF FRESNO



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

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

10  
11 By:   
Deputy

12 For accounting use only:

13 Org No.: 56201558, 56201019, 56201022  
14 Account No.: 7295  
15 Fund No. : 0001  
16 Subclass No.: 10000  
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# Revised Exhibit B

## Health Disparities Budget

Agreement Number:		Agreement No. 23-133													
Agreement Term:		March 28, 2023 - December 31, 2024													
Organization Name:		West Fresno Health Care Coalition dba West Fresno Family Resource Center													
Personnel Salaries		Approved Y1 Budget 3/28/23-7/31/23	Modified Y1 Budget 3/28/23-7/31/23	Approved Y2 Budget 8/1/23-7/31/24	Modified Y2 Budget 8/1/23-7/31/24	Approved Y3 Budget 8/1/24-12/31/24	Modified Y3 Budget 8/1/24-12/31/24	Approved Total Budget	New Total Budget	Changes/Justifications					
Director of Operations - J. Mathurin	0.25	\$ 8,667.00	\$ 5,700.00	\$ 20,800.00	\$ 21,940.00	\$ 8,667.00	\$ 8,667.00	\$ 38,134.00	\$ 36,307.00	Caryover of \$1,827 from Y1 to Y2 moving additional funds to Outreach Coordinator position.					
CHW Supervisor	1	\$ 21,665.00	\$ 9,295.25	\$ 54,384.00	\$ 54,384.00	\$ 21,665.00	\$ 21,665.00	\$ 97,714.00	\$ 85,344.25	Caryover of \$12,369.75 from Y1 to Y2 moving additional funds to Outreach Coordinator position.					
Community Health Worker 2 Part Time	1	\$ 17,330.00	\$ 3,963.75	\$ 42,560.00	\$ 42,560.00	\$ 17,330.00	\$ 17,330.00	\$ 77,220.00	\$ 63,853.75	Caryover of \$13,366.25 from Y1 to Y2 moving additional funds to Outreach Coordinator position (\$11971)					
Community Canvassers - 2 Part Time	1	\$ 17,330.00	\$ 3,785.00	\$ 42,560.00	\$ 42,560.00	\$ 17,330.00	\$ 17,330.00	\$ 77,220.00	\$ 63,675.00	Caryover of \$13,545 from Y1 to Y2 moving additional funds to Outreach Coordinator position (\$8,317) and CHW (\$5,228).					
Community Health Worker	1	\$ 17,330.00	\$ 400.00	\$ 42,561.00	\$ 42,561.00	\$ 17,330.00	\$ 17,330.00	\$ 77,221.00	\$ 60,291.00	Caryover of \$16,930 from Y1 to Y2 moving additional funds to CHW position.					
Community Health Worker	1	\$ 17,330.00	\$ 3,450.00	\$ 42,560.00	\$ 42,560.00	\$ 17,330.00	\$ 17,330.00	\$ 77,220.00	\$ 63,340.00	Caryover of \$13,545 from Y1 to Y2 moving additional funds to CHW position.					
Community Health Worker	1	\$ -	\$ -	\$ -	\$ 42,560.00	\$ -	\$ -	\$ -	\$ 42,560.00	CHW (1.0 FTE) – enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.					
Outreach Coordinator	0.5	\$ -	\$ -	\$ -	\$ 22,880.00	\$ -	\$ -	\$ -	\$ 22,880.00	Outreach Coordinator (1.50 FTE). Under the direction of the Community Health Worker Supervisor, the Outreach Coordinator will serve as a liaison for all outreach-related activities/projects; facilitate and support outreach activities including but not limited to: building the project's capacity to provide the support, skills, and resources needed for outreach, enrollment and engagement activities to be successful; working closely with community partners to plan and execute various outreach events; develop outreach materials in accordance with FCDPH media and community guidelines; coordinate logistics of outreach events; ordering and maintaining outreach materials and inventory.					
Admin Assistant	1	\$ 17,330.00	\$ 5,259.82	\$ 42,560.00	\$ 42,560.00	\$ 17,330.00	\$ 17,330.00	\$ 77,220.00	\$ 65,149.82	Caryover of \$12,070.18 from Y1 to Y2 moving additional funds to CHW position (\$6,857), remainder (\$5,213.18) to move to equipment.					
<b>Subtotal</b>	<b>7.75</b>	<b>\$ 116,982.00</b>	<b>\$ 31,853.82</b>	<b>\$ 287,985.00</b>	<b>\$ 354,565.00</b>	<b>\$ 116,982.00</b>	<b>\$ 116,982.00</b>	<b>\$ 521,949.00</b>	<b>\$ 503,400.82</b>						
<b>Benefits/Taxes/Workers Compensation</b>															
Benefits		\$ 9,313.00	\$ 2,400.00	\$ 22,501.00	\$ 37,200.00	\$ 9,313.00	\$ 9,313.00	\$ 41,127.00	\$ 48,913.00	Change due to increase in payroll for CHW and Outreach Coordinator					
Payroll Taxes		\$ 9,359.00	\$ 3,168.65	\$ 23,039.00	\$ 28,361.20	\$ 9,359.00	\$ 9,359.00	\$ 41,757.00	\$ 40,888.85	Change due to increase in payroll for CHW and Outreach Coordinator					
Workers Comp		\$ 1,486.00	\$ 404.54	\$ 3,657.00	\$ 4,501.48	\$ 1,486.00	\$ 1,486.00	\$ 6,629.00	\$ 6,392.02	Change due to increase in payroll for CHW and Outreach Coordinator					
<b>Subtotal</b>		<b>\$ 20,157.00</b>	<b>\$ 5,973.19</b>	<b>\$ 49,197.00</b>	<b>\$ 70,062.68</b>	<b>\$ 20,158.00</b>	<b>\$ 20,158.00</b>	<b>\$ 89,512.00</b>	<b>\$ 96,193.87</b>						
<b>Total Personnel</b>		<b>\$ 137,139.00</b>	<b>\$ 37,827.01</b>	<b>\$ 337,182.00</b>	<b>\$ 424,627.68</b>	<b>\$ 137,139.00</b>	<b>\$ 137,139.00</b>	<b>\$ 611,460.00</b>	<b>\$ 599,593.69</b>						
<b>Equipment</b>															
Laptops and accessories		\$ 5,400.00	\$ 5,116.68	\$ -	\$ 3,000.00	\$ -	\$ -	\$ 5,400.00	\$ 8,116.68	Laptops, monitors, mouse, keyboards, etc. needed for added positions.					
Communications equipment and accessories		\$ 3,900.00	\$ 156.03	\$ -	\$ 743.97	\$ -	\$ -	\$ 3,900.00	\$ 3,900.00	Cell phones & service, Tablets & service needed					
Landlines for workstations		\$ 600.00	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ 600.00	\$ 600.00	Additional desk phones and service needed for additional staff.					
Computer work stations & assembly		\$ 6,000.00	\$ 2,535.26	\$ -	\$ 3,464.74	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	Furniture-desks, chairs, file cabinets, and assembly fees.					
Cables and Electrical for Equipment & Wk stations		\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ -	Hardware needed to install desk phones and laptop/monitors					
<b>Total Equipment</b>		<b>\$ 16,500.00</b>	<b>\$ 7,807.97</b>	<b>\$ -</b>	<b>\$ 10,808.71</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,500.00</b>	<b>\$ 18,616.68</b>						
<b>Supplies</b>															
Office Supplies		\$ 1,500.00	\$ 261.81	\$ 7,060.91	\$ 8,299.10	\$ 5,000.00	\$ 5,000.00	\$ 13,560.91	\$ 13,560.91	Caryover of \$1,238.09 from YR1					
Outreach Materials and Supplies		\$ 10,000.00	\$ 479.26	\$ 38,000.00	\$ 47,521.00	\$ 38,050.00	\$ 38,050.00	\$ 86,050.00	\$ 86,050.26	Caryover of \$9,520.74 from YR1					
Printing & Postage		\$ 1,000.00	\$ -	\$ 2,400.00	\$ 5,890.00	\$ 5,000.00	\$ 5,000.00	\$ 8,400.00	\$ 10,890.00	Professional & in-house printing of flyers and program materials					
Software Subscriptions		\$ 1,750.00	\$ 39.96	\$ 3,600.00	\$ 3,600.00	\$ 1,000.00	\$ 1,000.00	\$ 6,350.00	\$ 4,639.96						
<b>Total Supplies</b>		<b>\$ 14,250.00</b>	<b>\$ 781.03</b>	<b>\$ 51,060.91</b>	<b>\$ 65,310.10</b>	<b>\$ 49,050.00</b>	<b>\$ 49,050.00</b>	<b>\$ 114,360.91</b>	<b>\$ 115,141.13</b>						
<b>Travel</b>															
Mileage for S CHW and Outreach Coordinator		\$ 6,812.00	\$ 81.22	\$ 16,348.00	\$ 4,148.00	\$ 8,908.00	\$ 8,908.00	\$ 32,068.00	\$ 13,137.22	Adjusted for local travel for program staff. Moved 10,000 to conference expenses					
Conferences		\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	Conference expenses for supervisor & staff, lodging, transportation, registration etc.					
<b>Total Travel</b>		<b>\$ 6,812.00</b>	<b>\$ 81.22</b>	<b>\$ 16,348.00</b>	<b>\$ 14,148.00</b>	<b>\$ 8,908.00</b>	<b>\$ 8,908.00</b>	<b>\$ 32,068.00</b>	<b>\$ 23,137.22</b>						
<b>Other</b>															
Rent		\$ -	\$ -	\$ -	\$ 22,630.00	\$ -	\$ -	\$ -	\$ -	Rent - \$365/FTE x 7.75 FTE = \$2,828/month x 8 months = \$22,630					
Training and Professional Development		\$ -	\$ -	\$ -	\$ 4,200.00	\$ -	\$ -	\$ -	\$ -	Provide opportunities to build upon foundational skills of front line CHWs to provide culturally responsive services; develop skills and enhance knowledge to strengthen CHW work including in areas such as: Individual and Community Asset Building for SDOH; Evaluation and Research; Advocacy & Policy; Advanced Motivational Interviewing. Transforming CHWs to apply prevention efforts addressing SDOH at various levels beyond education. Training in areas such as Women's Health, Heart Health, Diabetes Prevention, etc.					
Client Support		\$ 7,303.00	\$ 2,805.95	\$ 30,000.00	\$ 30,600.00	\$ 32,906.00	\$ 32,906.00	\$ 70,209.00	\$ 66,311.95	Caryover from YR1 to also detail the issuing of \$25 VISA Gift Cards and ordering 100 at a time. (Estimation to using on average 40-50 gift cards per month for participant supports). Increased allocation will also include \$240 for 48 physical activity exercise bands that aligns with client participating in the physical activity contracted classes/cohort.					
Recruiting, Onboarding & Training New Hires		\$ 1,800.00	\$ 77.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,800.00	\$ 1,077.00	Onboarding - TB test, Liveness, skills testing					
Communications		\$ 2,025.00	\$ 1,646.42	\$ 6,000.00	\$ 6,000.00	\$ 2,025.00	\$ 2,025.00	\$ 10,050.00	\$ 9,671.42						
Internet service		\$ 2,500.00	\$ 2,023.20	\$ 6,000.00	\$ 6,000.00	\$ 2,500.00	\$ 2,500.00	\$ 11,000.00	\$ 10,523.20						
Payroll Processing		\$ 250.00	\$ 200.00	\$ 1,200.00	\$ 1,200.00	\$ 250.00	\$ 250.00	\$ 1,700.00	\$ 1,650.00						
Liability Ins		\$ 1,875.00	\$ 1,200.66	\$ 4,500.00	\$ 4,500.00	\$ 1,875.00	\$ 1,875.00	\$ 8,250.00	\$ 7,575.66						
Off-Site Storage		\$ 1,000.00	\$ 320.19	\$ 2,400.00	\$ 2,400.00	\$ 1,000.00	\$ 1,000.00	\$ 4,400.00	\$ 3,720.19						
Copier Lease		\$ 1,000.00	\$ 1,000.00	\$ 4,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 7,800.00	\$ 3,000.00	Lease is done January 2024-funds not needed in this area.					
Internet Security/Tech Support		\$ 3,000.00	\$ 750.00	\$ 9,600.00	\$ 9,600.00	\$ 4,000.00	\$ 4,000.00	\$ 16,600.00	\$ 14,350.00						
Subcontractor - Physical Activity		\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	5-week nutrition and fitness project activities for 40-48 clients or (10-12 clients per each 5-week session). Each weekly session is 90-minutes in length. WFFRC will subcontract with TW Fitness Academy, a certified nutritionist/certified fitness specialist, to facilitate a revised version of the CalViva's Fit Families for Life program. A total subcontract of \$5,000 will be utilized to Year 2, including education, motivation, activities, tools, and equipment. Cost breakdown is as follows: \$200 per each 90-minute session with 5 weeks for each cohort. 4 cohorts are being planned. (\$200 each week x 20 weeks = \$4,000) Contract will also capture onsite childcare provided as needed, 50 hours x \$20 per hour = \$1,000.					
<b>Total Other</b>		<b>\$ 20,753.00</b>	<b>\$ 10,023.42</b>	<b>\$ 64,500.00</b>	<b>\$ 93,130.00</b>	<b>\$ 46,556.00</b>	<b>\$ 46,556.00</b>	<b>\$ 131,809.00</b>	<b>\$ 149,709.42</b>						
<b>Total Direct Costs</b>		<b>\$ 195,454.00</b>	<b>\$ 56,520.65</b>	<b>\$ 469,090.91</b>	<b>\$ 608,024.49</b>	<b>\$ 241,653.00</b>	<b>\$ 241,653.00</b>	<b>\$ 906,197.91</b>	<b>\$ 906,198.14</b>						
<b>Indirect Costs @ 10%</b>		<b>\$ 19,545.40</b>	<b>\$ 5,652.07</b>	<b>\$ 46,909.09</b>	<b>\$ 60,802.45</b>	<b>\$ 24,165.30</b>	<b>\$ 24,165.30</b>	<b>\$ 90,619.79</b>	<b>\$ 90,619.81</b>						
<b>Grand Total</b>		<b>\$ 215,000.00</b>	<b>\$ 62,172.72</b>	<b>\$ 516,000.00</b>	<b>\$ 668,826.94</b>	<b>\$ 265,818.00</b>	<b>\$ 265,818.00</b>	<b>\$ 996,818.00</b>	<b>\$ 996,818.08</b>						