

AMENDMENT II TO AGREEMENT

THIS AMENDMENT, hereinafter referred to as "Amendment II", is made and entered into this 22nd day of October, 2019, by and between the **COUNTY OF FRESNO**, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY", and **KINGS VIEW CORPORATION**, a California Non-profit, 501 (c) (3) Corporation, whose address is 7170 N. Financial Drive, Suite 1100, Fresno, CA 93720, hereinafter referred to as "CONTRACTOR".

WHEREAS, the parties entered into that certain Agreement, identified as COUNTY Agreement No. 15-257, effective July 1, 2015, hereinafter referred to as "Agreement", whereby CONTRACTOR agreed to operate a Projects for Assistance in Transition from Homelessness (PATH) program to deliver integrated mental health and supportive housing services to adults who are homeless, or who are at imminent risk of becoming homeless, and have a severe mental illness and/or co-occurring disorder, in an effort to enable this client population to live in the community and to avoid homelessness, hospitalization and/or jail detention; and

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

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

1. That in the existing COUNTY Agreement No. 15-257, all text in reference to "Exhibit A" shall be replaced with the text "Revised Exhibit A". Revised Exhibit A is attached hereto and incorporated herein by this reference.

2. That in the existing COUNTY Agreement No. 15-257, all text in reference to "Exhibit B" shall be replaced with the text "Revised Exhibit B". Revised Exhibit B is attached hereto and incorporated herein by this reference.;

3. That the existing COUNTY Agreement No. 15-257, Section Four (4) "**COMPENSATION**", Page Three (3), Line Twenty-One (21) beginning with the word "The" and ending on Page Four (4), Line Two (2) with the word "reference." be deleted and the following inserted in its place:

"The maximum amount of compensation paid to CONTRACTOR by COUNTY shall not

1 exceed Five Hundred Thirty Thousand and No/100 Dollars (\$530,000.00) during the twelve (12)
2 month period of July 1, 2015 through June 30, 2016. The maximum amount of compensation paid to
3 CONTRACTOR by COUNTY shall not exceed Five Hundred Ninety Thousand One Hundred Eighty-
4 Two and No/100 Dollars (\$590,182.00) during the twelve (12) month periods of July 1, 2016 through
5 June 30, 2017, July 1, 2017 through June 30, 2018, July 1, 2018 through June 30, 2019. The
6 maximum amount of compensation paid to CONTRACTOR by COUNTY shall not exceed One Million
7 Three Hundred Nineteen Thousand One Hundred Eighty-Two and No/100 Dollars (\$1,319,182.00)
8 during the twelve (12) month period of July 1 2019 through June 30, 2020 with the understanding that
9 the additional Seven Hundred Twenty-Nine Thousand and No/100 Dollars (\$729,000.00) will be used
10 for the acquisition of commercial vehicles to be used for rural outreach. In no event shall total
11 maximum compensation for this Agreement paid to CONTRACTOR by COUNTY exceed Three
12 Million Six Hundred Nineteen Thousand Seven Hundred Twenty-Eight and No/100 Dollars
13 (\$3,619,728.00).

14 It is understood by the CONTRACTOR and COUNTY that during the twelve month
15 period of July 1, 2019 through June 30, 2020, CONTRACTOR estimates to generate Eighty-Five
16 Thousand Seven Hundred Twenty-Seven and No/100 Dollars (\$85,727.00) in Medi-Cal Federal
17 Financial Participation (FFP) and Twelve Thousand and No/100 Dollars (\$12,000.00) in client rent
18 and transportation reimbursements to offset CONTRACTOR's program costs as set forth in the
19 budget, attached hereto as Revised Exhibit B and incorporated herein by reference. It is further
20 understood by the CONTRACTOR and COUNTY that during the twelve month periods of July 1, 2019
21 through June 30, 2020 CONTRACTOR estimates to generate One Hundred Thousand, Six Hundred
22 Forty-Nine and No/100 Dollars (\$100,649.00) in Medi-Cal FFP and Nine Thousand and No/100
23 Dollars (\$9,000.00) in client rent and transportation reimbursements to offset CONTRACTOR's
24 program costs as set forth in the Revised Exhibit B."

25 4. That the following be inserted on Page Six (6), Line Three (3) to the Agreement No. 15-
26 257:

27 **"COMPENSATION":**

28 "H. Payment for three (3) vehicles, including equipped vans that shall be used for

1 rural outreach services described in this Agreement. The vehicles shall be purchased prior to the
2 commencement of services. CONTRACTOR shall be the registered owners of the vehicles with
3 COUNTY as first lienholder. In the event of termination of this Agreement, COUNTY will immediately
4 invoke the right to repossession of the vehicles, which were purchased through this Agreement and
5 CONTRACTOR shall cooperate with COUNTY, including but not limited to making vehicles available
6 at 4551 E. Hamilton, Fresno, CA 93702 and immediately transferring title in the vehicles to COUNTY.

7 COUNTY shall pay for the vehicles, upon receipt and verification of a valid
8 purchase order from CONTRACTOR. If purchase is not made prior to end of term, County has the
9 right to demand reimbursement of the lump sum payment. In no event shall the total compensation
10 for the first year, including the cost of the vehicles, exceed the maximum compensation for the period
11 beginning January 1, 2020 through June 30, 2020. COUNTY shall have the right to approve of the
12 make, model, and total cost of the vehicle before the purchase is made. CONTRACTOR shall provide
13 fuel for the vehicles so that they are roadworthy, fit for their intended purpose, in good condition and
14 repair and in good, operable and efficient working order, except for reasonable wear and tear.
15 CONTRACTOR shall maintain insurance on the vehicles as specified in section Ten (10) of this
16 agreement. The following vehicles shall be purchased in order to provide services under this
17 agreement.

18 1. 3 vans.

19 5. That the following be inserted on Page Two (2), Line Eighteen (18) to the existing
20 COUNTY Agreement No. 15-257:

21 **"COMPENSATION":**

22 "F. CONTRACTOR shall make full access to four (4) of COUNTY's equipped vans
23 (hereinafter collectively referred to as "vehicles") for a period not to exceed Eight (8) months from the
24 date of this Agreement. During that time, COUNTY shall retain ownership of the above vehicles and
25 will be responsible for routine maintenance of said vehicles, COUNTY will provide fuel to
26 CONTRACTOR and CONTRACTOR will compensate COUNTY at the current Internal Revenue
27 Service mileage reimbursement rate. CONTRACTOR shall make a payment to COUNTY for mileage
28 for the use of the vehicles on the fifteenth (15th) of each month for the prior month.

1 CONTRACTOR ensures that it will maintain automobile insurance as required
2 by section ten (10). CONTRACTOR staff assigned to drive vehicles, and all staff that may drive
3 vehicles, shall complete driver training through a method approved by COUNTY and shall be placed in
4 the DMV pull program. Vehicles shall only be used for the services stated in this Agreement. Any
5 unauthorized use of the vehicles shall immediately be reported to COUNTY.

6 6. That the following be inserted on Page Twelve (12), Line Fourteen (14) to the existing
7 COUNTY Agreement No. 15-257

8 **"INSURANCE":**

9 "F. Commercial Automobile Liability

10 Insurance which shall be at least as broad as the most current version of
11 Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, and include coverage for all
12 owned, hired, and non-owned automobiles, COUNTY owned or other licensed vehicles (Code 1 –
13 Any Auto) used in connection with this Agreement with limits of liability of not less than \$2,000,000
14 per accident for bodily injury and property damage."

15 7. That the following be inserted on Page Sixteen (16), Line Twenty-Seven (27) to the
16 existing COUNTY Agreement No. 15-257:

17 **"REPORTS":**

18 "F. HMIOT Report – COUNTY is responsible for providing report to the State which
19 will describe and evaluate the HMIOT program for essential planning purposes, maintaining program
20 accountability and program monitoring. CONTRACTOR shall submit to COUNTY's DBH service
21 outcome reports as reasonably requested by COUNTY's DBH. Outcome reports and outcome
22 requirements are subject to change at COUNTY's DBH discretion."

23 8. COUNTY and CONTRACTOR agree that this Amendment II is sufficient to amend the
24 Agreement; and that upon execution of this Amendment II, the Agreement, Amendment I and
25 Amendment II together shall be considered the Agreement.

26 The Agreement, as hereby amended, is ratified and continued. All provisions, terms,
27 covenants, conditions and promises contained in the Agreement, and not amended herein, shall
28 remain in full force and effect. This Amendment II shall become effective upon execution by all

1 parties.

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4 IN WITNESS WHEREOF, the parties hereto have executed this Amendment II as of the day and year
5 first hereinabove written.

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7 **KINGS VIEW CORPORATION**

8 Amanda Magent Divine
(Authorized Signature)

9 Amanda Magent Divine
10 Print Name

11 CEO

12 Title (Chairman of Board, or President,
or CEO)

13 J. Rodriguez
(Authorized Signature)

14 Jim S. Rodriguez
15 Print Name

16 CEO

17 Title (Secretary of Corporation, or Chief
18 Financial Officer/Treasurer, or any
Assistant Secretary or Treasurer

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22
23
24 **Mailing Address:**

25 P.O. Box 28923

Fresno, CA 93729

26 Phone No.: (559) 256-0100

Contact: Leon Hoover, CEO

27 **For Accounting Use Only:**

28 Fund/Subclass: 0001/10000

Organization: 56302184

Account/Program: 7295/0

COUNTY OF FRESNO

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

ATTEST:

Bernice E. Seidel

Clerk to the Board of Supervisors

County of Fresno, State of California

By: Susan Bishop

Deputy

**PROJECTS FOR ASSISTANCE IN TRANSITION FROM HOMELESSNESS
(PATH) PROGRAM
Scope of Work**

ORGANIZATION: Kings View Corporation

ADDRESS: PO Box 28923, Fresno, CA 93729

SITE ADDRESS: 1206 G Street, Suite 102, Fresno, CA 93706

SERVICES: **Mental Health, Outreach, Case Management and Supportive Housing Services**

HOURS OF OPERATION: 8am to 5pm, Monday through Friday

REGIONAL DIRECTOR: Virginia Sparks, LMFT

CONTRACT PERIOD: July 1, 2015 – June 30, 2020

CONTRACT AMOUNT: \$530,000 FY 2015-16
 \$590,182 FY 2016-17
 \$590,182 FY 2017-18
 \$590,182 FY 2018-19
 \$590,182 FY 2019-20
 \$729,000 October 31, 2019 – June 30, 2020

TARGET POPULATION:

Participation in the PATH Program is on a client voluntary basis. The target population to be served under this Agreement are adult clients (18 year and older) who are suffering from severe mental illness and substance abuse (co-occurring disorders), and are homeless or at imminent risk of becoming homeless.

PROJECT DESCRIPTION:

With funding through the Stewart B. McKinney Homeless Assistance Amendments Act of 1990, which authorizes a Federal grant program (Projects for Assistance in Transition from Homelessness (PATH)) to address the needs of people who are homeless and have severe mental illnesses and/or co-occurring disorders, Kings View is able to provide a PATH program for said target population. Kings View PATH program delivers services to clients who are suffering from severe mental illness and substance abuse (co-occurring disorders) and are homeless or at imminent risk of becoming homeless. The goal of the PATH program is to enable clients to live in the community and to avoid homelessness, hospitalization and/or jail detention. With the Homeless Mentally Ill Outreach and Treatment (HMIOT) funding opportunity available as a result of SB 840 (chapter 29, Statutes of 2018), a one-time grant, the program can commit to combatting homelessness and improving outreach and treatment for those with severe mental illness in Fresno County's communities. The PATH program is comprised of three components: 1) PATH – Outreach, Engagement, and Linkage Services (OEL); 2) PATH – Specialty Mental Health Treatment Services (MH); and 3) PATH - Homeless Mentally Ill Outreach Treatment Program (HMIOT). Kings View's role is to provide outreach, engagement, and linkage services to 500 clients per year, of which 400 will be enrolled in the PATH-OEL where they will receive case management, linkage, consultation, peer support services, supportive interim or bridge housing services. For clients enrolled in ongoing mental health treatment (30 clients at any given time) in PATH-MH, client will receive intensive mental health treatment, case management, linkage, consultation, peer support services, and supportive housing services (housing to a maximum of 10). In PATH – HMIOT, mobile outreach tactics will be utilized in the county to reach individuals in need of mental health services and linkages to other programs. Service goals are to help stabilize and transition clients into other County or community mental health programs.

The PATH program is a vital resource to the community as it seeks to reduce and end chronic homelessness. The PATH program will serve as a front door for clients into continuum of care services and mainstream mental health, primary health care and the substance abuse services system.

Kings View shall provide: a partnership in which they commit to “meet the client where they are” in order to assist the enrolled clients achieve their personal recovery and wellness goals. Program will collaborate with other agencies for provision of non-direct mental health services (Federal Qualified Health Clinics (FQHC), Public Guardian, Fresno County etc.). Services will incorporate safety, emergency and crisis procedures in the field and in the organization’s offices, personal services coordination, psychiatric services in the areas of medication, prescription, administration, monitoring and documentation, mental health services, linkage services, supportive housing services, and mobile outreach services. COUNTY’S administrative staff shall monitor and oversee program outcomes, coordinate reporting requirements, and execute contract.

King View’s RESPONSIBILITY:

- 1 Shall provide three program components; one component will consist of an outreach/linkage program, where clients are enrolled and linked to other services based on the needs of the client. The second component is mental health treatment services on an ongoing basis (up to 30 clients at any given time) inclusive of supportive housing services (up to 10 clients). The third component is a mobile outreach effort to reach the rural and unincorporated parts of the county to identify clients in need of linkage and mental health services.
- 2 Provide a partnership in which the service provider commits to “meet the client where they are” in order to assist the enrolled clients achieve their personal recovery and wellness goals.
- 3 Collaborate with other agencies for provision of non-direct mental health services (FQHC, Public Guardian, etc.). These services are particularly needed to reach people with co-occurring chronic or medical conditions. Linkage must be provided for clients to the full range of services.
- 4 For clients enrolled in the mental health treatment component of the homeless program; client Plan of Care must include and identify at least, client current symptoms, treatment goals, and interventions.
- 5 Provide appropriate and as requested upon measurable outcomes, State Quarterly Performance Reports, and PATH annual report.

I. Kings View PATH program will provide the following staffing components:

- A. PATH outreach coordinator staff shall be available to provide crisis assessment and intervention, including telephone and face-to-face contact during working hours. Response to crisis shall be rapid and flexible. Coordinators shall collaborate with facilities and designated staff to provide emergency placement should crisis housing, short-term care and inpatient treatment (voluntary or involuntary) be needed. The vendor’s staff shall provide support to the maximum extent possible, including accompanying the client to the County’s Urgent Wellness Center and remain with the client during the assessment.
- B. The PATH - MH program will provide services for up to 30 clients in an ongoing basis. Services include; mental health individual/group therapy, case management linkage, referrals, education in the areas of medication prescription, administration, monitoring and documentation. In addition, program shall:
 - Assess each client’s mental illness symptoms and behavior and prescribe appropriate medication as necessary. Medication for clients who do not have a third party payor will be provided medication via Kings View’s PATH program selected vendor and/or other resources such as samples, coupons and cost will be the responsibility of Kings View.
 - Regularly review and document the client’s mental illness symptoms as well as his/her response to the prescribed medications;

- Educate the client and family members on the purpose of medication and any side effects; and
 - Monitor, treat and document any medication side effects.
- C. The PATH - MH program's client to staff ratio will be no more than 15 clients to each staff. A ratio of 1:15: or one staff serves no more than fifteen clients.
- D. The PATH – HMIOT program will employ multiple mobile outreach teams (with the option of some employees being subcontracted through partner agencies) with assessment and linkage capabilities. These teams will provide outreach to individuals with serious mental illness who are also experiencing homelessness and have not engaged in services. The teams will provide outreach, build rapport, develop trust, and engage individuals in services.
- E. Evaluate the staff's competency for performance purposes and establish medication policies and procedures which identify processes to administer medications to clients and train other staff and family members regarding medication education, medication delivery, medication side effects, observation of self administration of medication and medication monitoring.
- F. Assess and document the client's mental illness symptoms and behavior in response to medication and monitor for medication side-effects during the provision of observed self-administration and during ongoing face-to-face contacts.
- G. Staff shall employ harm reduction and motivational interviewing techniques and principles.
- H. Kings View program staff shall reflect the target population culturally (cultural, linguistic, ethnic, age, gender, sexual orientation) and other social characteristics of the community which the program serves.

II. PATH program shall employ the following strategies:

- A. Integrate physical and mental health services in collaboration with primary care physicians.
- B. Collaborate with community law enforcement, probation and courts.
- C. Provide education for clients and family and/or to other caregivers as appropriate to maximize individual choice about the nature of medications, the expected benefits and the potential side effects as well as alternatives to medications.
- D. Provide culturally competent evidence-based or promising clinical services that are integrated with overall service planning, supportive housing, and employment support, and/or education goals.
- E. Provide outreach to clients in both the metropolitan and rural areas to reach out to at minimum 500 homeless mentally ill adults, of which, 400 will be enrolled for outreach services.
- F. Kings View Program Administrative staff will participate in the Fresno/Madera Continuum of Care (FMCoC) as a member, COUNTY staff will provide technical assistance if needed.
- G. The Program will participate and utilize the Homeless Management Information System (HMIS) to enter client data. Through the FMCoC, the program will participate in accessing the HMIS to enroll all clients onto the HMIS which is currently overseen by the Housing Authorities of the City and County of Fresno.
- H. Incorporate the Supplemental Security Income/Social Security Disability Income (SSI/SSDI), SSI/SSDI Outreach, Access. And Recovery (SOAR) as part of the case management services. SOAR provides the program the tools to expedite access to Social Security disability benefits that result in improved housing and treatment outcomes.

- I. Utilize various engagement tools in the HMIOT rural outreach program such as clothing, food, shoes, blankets, bus passes, hygiene kits etc. and address barriers to engagement such as transportation, pet care, property storage, etc.
- J. The HMIOT program will collect data from each consumer contacted that will inform future program focus to reflect the needs of the individuals being served.

III. The PATH program shall provide the following specific services as it relates to mental health treatment services:

- A. Program will provide an outreach component, engaging homeless mentally ill and/or those at risk of homelessness and provide appropriate linkage/referral as needed. Within the Outreach component, the program will enroll at minimum 400 clients within a twelve month period.
- B. Program will provide a mental health treatment component, in which referrals will be approved by the Department of Behavioral Health. The mental health treatment component will service up to 30 adult clients at any given time, on an ongoing basis throughout the contract term who are seriously mentally ill and who are homeless, or at risk of being homeless and/or have a co-occurring disorder.
- C. Rural outreach will provide engagement with individuals in unincorporated parts of the county who have not received services. Services will include but are not limited to: assessment, case management, crisis intervention, housing, medication support, referrals and linkages.
- D. CONTRACTOR shall have the flexibility to increase service intensity to a client in response to a client's needs. Staff shall have the capacity to provide as many contacts as needed to clients experiencing significant problems in daily living.
- E. Implement mental health service strategies to reduce the number of days a client experiences hospitalization, incarceration and homelessness.
- F. Provider shall operate a multidisciplinary treatment team including licensed/unlicensed mental health professionals, case managers. Peer support specialist and other specialist to support client needs in reaching his/her goals.
- G. Staff will be available to provide symptom assessment, personal service coordination and supportive counseling to assist clients to cope with and gain mastery of symptoms and disabilities due to mental illness and/or substance abuse. These services shall include, but not be limited to, the following:
 - Ongoing assessment of the client's mental illness symptoms and response to treatment;
 - Education of the client regarding his/her mental illness and the effects (including side effects) of prescribed medications;
 - Symptom management efforts directed to help the client identify the symptoms and their occurrence patterns and development of methods (internal, behavioral, adaptive) to lessen their effects; and
 - Provision, both on a planned and on an "as needed" basis, of such psychological support as is necessary to help clients accomplish their personal goals and to cope with the stresses of day-to-day living.
- H. Provide training and instruction, including individual support, problem solving, skill development, modeling and supervision, in home and community settings, to teach the client to:
 - Carry out personal hygiene tasks;
 - Perform household chores, including housekeeping, cooking, laundry and shopping;
 - Develop or improve money management skills;
 - Use community transportation;

- Providing training and assistance to clients in locating, securing, maintaining and financing safe, clean and affordable housing which is appropriate to their levels of functioning; and
 - Providing training and instruction, including individual support, problem solving, skill development, modeling and supervision, in home and community settings.
- I. Provide treatment services that is appropriate as it relates to age, culture, gender and language services and when possible accommodations for physical disability(ies) to clients.
- J. Assign a case manager (Personal Services Coordinator) within 24 hours of accepting the case and the development of a tentative client centered Plan of Care to meet the client's needs.
- K. Ensure that the team members are able to have on hand, in their possession, during regular working hours (and when appropriate) an adequate amount of petty cash with which to make emergency purchases of food, shelter, clothing, prescriptions, transportation, or other items and services as needed for clients. This may include security deposits, rent subsidy, and other items needed by clients. *Kings View shall provide policies and procedures as to the handling of petty cash.*
- L. Provide frequent contacts, with clients where they live or are most comfortable, in order to assist them in accessing behavioral and physical health care, financial, education, vocational, rehabilitative, or other needed community services, especially as these services relate to meeting the client's mental health and housing needs.
- M. Link clients to appropriate social services, legal advocacy and other representation, provide transportation as necessary and serve as a "representative payee" or refer client to other payee services for client's SSI/SSD benefits.
- N. Develop and support the client's participation in recreational and social activities and positive social relationships and activities in a community setting. Staff shall provide support and help individual clients to establish positive social relationships and activities in community settings. Such services shall include, but not to be limited to, assisting clients in:
- Developing social skills and, where needed, the skills to develop meaningful personal relationships;
 - Planning appropriate and productive use of leisure time including familiarizing clients with available social and recreational opportunities and increasing their use of these activities;
 - Interacting with landlords, neighbors and others effectively and appropriately;
 - Developing assertiveness and self-esteem; and
 - Using existing self-help centers, self-help groups and other social, church and recreational groups to combat isolation and withdrawal experienced by many persons coping with severe and persistent mental illness.
- O. Provide alcohol, tobacco and drug abuse services as needed, this will include, but is not limited to, individual and group interventions to assist clients in:
- Identifying alcohol, tobacco and drug abuse effects and patterns;
 - Recognizing the interactive effects of alcohol, tobacco and drug use, psychiatric symptoms, and psychotropic medications;
 - Developing motivation for decreasing alcohol, tobacco and drug use;
 - Developing coping skills and alternatives to minimize alcohol, tobacco and drug use;
 - Achieving periods of abstinence and stability;
 - Attending appropriate recovery or self-help meetings; and
 - Achieving an alcohol and drug free lifestyle, if at all possible.
- P. Provide information, in an educational format, on the use of alcohol, tobacco, prescribed medications, and other drugs of abuse and the impact that chemicals have on the ability to function in major life areas.

Information shall also include eating disorders, gambling, overspending, sexual and other addictions, as appropriate.

- Q. Make appropriate referrals and linkages to addiction services that are beyond that of the Homeless program to individuals with coexisting alcohol, tobacco and drug abuse and other addictive symptoms.
- R. Minimize client involvement with the criminal justice system, with services to include, but not be limited to:
- Helping the client identify precipitants to the client's criminal involvement;
 - Providing necessary treatment, support and education to help eliminate any unlawful activities or criminal involvement that may be a consequence of the client's mental illness; and
 - Collaborating with police, court personnel and jail/prison officials and psychiatric staff to ensure appropriate use of legal and mental health services.
- S. Assist client, family and other members of the client's social network to relate in a positive and supportive manner through such means as:
- Education about the client's illness and their role in the therapeutic process;
 - Supportive counseling;
 - Intervention to resolve conflict;
 - Referral, as appropriate, of the family to therapy, self-help and other family support services; and
 - Provision to the client's other support systems with education and information about serious mental illnesses and treatment services and supports.
- T. Coordinate services with other community mental health and non-mental health providers, as well as other medical professionals. Methods for service coordination and communication between program and other service providers serving the same clients shall be developed and implemented consistent with Fresno County confidentiality rules.
- U. Initiate voluntary commitment, should there be a need; program staff shall work with County staff within the Adult Services Division. County staff will sign the involuntary commitment papers.
- V. Provide appropriate client data, as required and requested by PATH grant, State, and County, such data reports include quarterly performance reports, Behavioral Health Board annual update report and quarterly reports, inclusive of demographics, caseload, and measureable outcomes.
- W. Provide assistance and advocacy in obtaining available public assistance benefits, general relief, SSI/SSDI and accessing needed behavioral health and physical health care for clients.
- X. Provide whatever direct assistance is reasonable and necessary to ensure that the client obtains the basic necessities of daily life, including transportation. Program shall have vehicles available to staff to transport clients to appointments and social group activities. Bus token/passes will be made available by the vendor to encourage and empower client to utilize public transportation to their scheduled appointments.
- Y. Ensure billable Mental Health Specialty Services meet any/all County, State, Federal regulations including any utilization review and quality assurance standards.

IV. The PATH program will provide specific services as it relates to housing:

Success in the community is critically enhanced by obtaining and retaining housing. For clients enrolled into the PATH program, for ongoing treatment services, will receive supported independent housing opportunities and support services (minimum of 10) who accept housing. The program will empower clients to take an active role in the recovery process and provide housing options and maintain clients in independent living by providing needed services, accessing resources and encouraging clients to be independent, productive and responsible. The program will be responsible to negotiate and establish

relationships with apartment owners/landlords and/or utilize alternative housing resources such as MHSA Housing Program residential facilities, Housing Authority programs such as the Shelter Plus Care vouchers, and other available housing programs within the community.

- A. The vendor shall provide whatever direct assistance is reasonable and necessary to ensure that the client obtains the basic necessities of daily life, including but not limited to:
 - Safe, clean, affordable housing;
 - Food and clothing;
 - Appropriate financial support, which may include housing deposits, Supplemental Security Income, Social Security Disability Insurance, General Relief, and money management services.
- B. Program shall have rapid access to client assistance funds for purchase of furniture, and other items needed by clients.
- C. Ensure clients maintain their respective housing and utilize supportive housing resources by providing supportive and independent housing, as appropriate.
- D. Assist clients in coordinating rents, leases, general relief and work with housing owners/landlords. Program staff shall send written notice to owners/landlords of housing facilities that explains the financial responsibility program and the client (tenant) for payment of rent and utilities within 24 hours or the following business day.
- E. A completed client rental agreement shall document the amount of rent and the minimum utility expense that a client is required to pay. Program staff shall also provide a monthly receipt to client of the payment received and collected.

COUNTY RESPONSIBILITIES:

1. Provide oversight of the PATH program. In addition to contract monitoring of program, oversight includes, but not limited to, coordination with the State Department of Health Care Services, Projects for Assistance in Transition from Homelessness (PATH) program in regard to program administration and outcomes. The PATH program administrative staff will meet with the Department liaison on a monthly basis to discuss program client issues, concerns, measurable outcomes and reports, and any other items.
2. Assist the CONTRACTOR in making linkages with the total mental health system. This will be accomplished through regularly scheduled meetings as well as formal and informal consultation
3. Participate in evaluating the progress of the overall program and the efficiency of collaboration with the program administrative staff and will be available to the contractor for ongoing consultation.
4. Receive and analyze statistical data outcome information throughout the term of contract. DBH will notify the program when additional participation is required. The performance outcome measurement process will not be limited to survey instruments but will also include, as appropriate, client and staff interviews, chart reviews, and other methods of obtaining required information.
5. Recognize that cultural competence is a goal toward which professionals, agencies, and systems should strive. Becoming culturally competent is a developmental process and incorporates at all levels the importance of culture, the assessment of cross-cultural relations, vigilance towards the dynamics that result from cultural differences, the expansion of cultural knowledge, and the adaptation of services to meet culturally-unique needs. Offering those services in a manner that fails to achieve its intended result due to cultural and linguistic barriers is not cost effective. County will assist program towards cultural and linguistic competency, DBH shall provide the following at no cost to vendor(s):
 - A. Technical assistance regarding cultural competency requirements and sexual orientation training.

- B. Mandatory cultural competency training including sexual orientation and sensitivity training for program personnel, at minimum once per year. County will provide mandatory training regarding the special needs of this diverse population and will be included in the cultural competence training(s). Sexual orientation and sensitivity to gender differences is a basic cultural competence principle and shall be included in the cultural competency training. Literature suggests that the mental health needs of lesbian, gay, bisexual, transgender (LGBT) individuals may be at increased risk for mental disorders and mental health problems due to exposure to societal stressors such as stigmatization, prejudice and anti-gay violence. Social support may be critical for this population.
- C. Technical assistance for CONTRACTOR in translating behavioral health and substance abuse services information into DBH's threshold languages (Spanish, Laotian, Cambodian and Hmong). Translation services and costs associated will be the responsibility of the vendor.

**Projects for Assistance Transitions from Homelessness(PATH)
Kings View Corporation
FISCAL YEAR 2019 - 2020**

NON MEDI-CAL CLIENT SUPPORT TOTAL		\$41,147	\$21,353	\$41,000	\$103,500
	TOTAL PROGRAM EXPENSES	\$410,777	\$119,223	\$729,000	\$1,259,000
		32.63%	9.47%	57.90%	

**Projects for Assistance Transition from Homelessness (PATH)
Kings View Corporation
Fiscal Year 2019 – 2020**

PROGRAM EXPENSES

PERSONNEL SALARIES **Annual Amount**

Line 0001	Program Direction 0.02 FTE Provides program and clinical direction, maintains collaborative relationships with other entities and agencies.	\$1,906
Line 0002	Clinical Supervisor: 0.80 FTE provides supervision of all staff including interns.	\$58,318
Line 0003	Case managers 1.75 FTE Provides case management services	\$81,333
Line 0004	Outreach Engagement Linkage: 1.40 FTE Provides Outreach and engagement services, provides linkage to needed services	\$39,042
Line 0005	Psychiatric Services 0.21 FTE Provides Medication services for consumers	\$27,040
Line 0006	Administrative Specialist 1.0 FTE provides reception, medical records and other needed support tasks for the program and consumers	\$40,528
Line 0007	Program Manager (HMIOT) 0.15 FTE Provides program and clinical direction, maintains collaborative relationships with other entities and agencies.	\$11,675
Line 0008	Outreach Workers (HMIOT) 1.5 FTE equivalent, three part-time outreach workers, provide Outreach and engagement services, provide linkage to needed Services.	\$65,564

SALARY TOTAL \$325,406

PAYROLL TAXES :

Line 0031	FICA/MEDICARE - Employer share	\$18,985
Line 0031	FICA/MEDICARE – Employer Share (HMIOT)	\$5,601
Line 0032	SUI	\$3,671
Line 0032	SUI (HMIOT)	\$580
Line 0033	Workers Compensation	\$4,895
Line 0033	Workers Compensation (HMIOT)	\$2,303

PAYROLL TAX TOTAL \$36,035

EMPLOYEE BENEFITS

Line 0041	Retirement - Employer share of 401(K)	\$3,128
Line 0041	Retirement – Employer share of 401(K) (HMIOT)	\$216
Line 0042	Medical, Dental, Vision, Life - Employer share	\$19,448
Line 0042	Medical, Dental, Vision, Life – Employer share (HMIOT)	\$1,563

Calculated on actual plans chosen by current employees
assumes continued employment of existing staff

Employee Benefits equal 9.3% of Salary Total (Lines 0001 through 0006)

EMPLOYEE BENEFITS TOTAL: \$24,355

SALARY & BENEFITS GRAND TOTAL \$385,796

FACILITIES/EQUIPMENT EXPENSES

Line 1010	Rent/Lease Building	\$24,000
	This amount is calculated at 2,500 square feet at 0.80 per Sq. foot. The current location of the PATH program will be demolished for the High Speed Rail. We are currently working with realtors to find a new location.	
Line 1010	Rent/Lease Building	\$7,920
	This amount is calculated at 1,000 square feet at 0.99 per Sq. foot. For 8 months (HMIOT)	
Line 1011	Rent/Lease Equipment	\$3,300
	The annual cost to lease a copier.	
Line 1011	Rent/Lease Equipment	\$1,100
	Estimated cost for Hub printer/Copier. (HMIOT)	
Line 1012	Equipment Repairs & Maintenance	\$300
	The annual cost of Equipment and repairs	
Line 1013	Utilities	\$9,000
	The annual cost of gas and electric	
Line 1013	Utilities	\$2,520
	The annual cost of gas and electric (HMIOT)	
Line 1014	Building Maintenance	\$3,300
	The annual cost of janitorial services and minor building repairs.	
Line 1014	Building Maintenance	\$3,360
	The annual cost of janitorial services and minor building repairs. (HMIOT)	
Line 1015	Rent/Lease Vehicles	\$14,850
	The annual cost to lease 2 cars and one van, this line includes license and registration fees.	
Line 1015	Purchase Vehicles	\$182,001
	The purchase of 3 vans, vans estimated at \$60,667 Each (HMIOT)	

FACILITIES/EQUIPMENT TOTAL \$251,651

OPERATING EXPENSES

Line 1060	Telephone	\$9,507
	The annual cost of telephone services, land lines, long distance, cell phones and data connectivity	
Line 1060	Telephone	\$4,780
	The annual cost of telephone services, land lines, long distance, cell phones and data connectivity (HMIOT)	
Line 1062	Postage	\$150
Line 1063	Printing/Reproduction (HMIOT)	\$750
Line 1066	Office Supplies & Equipment	\$7,964
	This includes all supplies used by staff in the course of providing service to consumers	
Line 1066	Office Supplies & Equipment	\$2,000
	This includes all supplies used by staff in the course of providing service to consumers (HMIOT)	
Line 1069	Program Supplies – Therapeutic	\$1,000
	Supplies used consumers such as workbooks, journals and art supplies	
Line 1069	Program Supplies	\$5,500
	Supplies used for the program (HMIOT)	
Line 1072	Staff Mileage/vehicle maintenance	\$5,000
	This includes vehicle maintenance costs, fuel costs and Staff reimbursement for using a personal vehicle paid at The IRS rate of 0.575 per mile.	
Line 1072	Staff Mileage/vehicle maintenance	\$10,832
	This includes vehicle maintenance costs, fuel costs and Staff reimbursement for using a personal vehicle paid at The IRS rate of 0.575 per mile. (HMIOT)	
Line 1076	Other – Program Supplies – Outreach	\$4,000
	Supplies provided to homeless consumers by the Outreach Engagement Linkage Team	
Line 1076	Other – Program Supplies – Outreach	\$17,000
	Supplies provided to homeless consumers by the Outreach Engagement Linkage Team	
Line 1077	Other – Staff Recruitment/Intern Background Checks	\$1,000
	Thorough background checks are required, this amount will fund 20-25 checks	
Line 1077	Other – Staff Recruitment/Intern Background Checks	\$3,000
	Thorough background checks are required, (HMIOT)	
Line 1079	Communications (software/license)	\$1,000
	Duo factor licensing, and software licensing (HMIOT)	

OPERATING EXPENSES TOTAL \$73,483

FINANCIAL SERVICES

Line 1082	Liability Insurance	\$3,348
	Includes general liability and auto insurance	
Line 1082	Liability Insurance	\$8,800
	Includes general liability and auto insurance (HMIOT)	
Line 1083	Administrative Overhead (Corporate Indirect)	\$48,182
	10% on all other expenses, provides HR, Payroll, Fiscal Management, Accounts Payable and other administrative functions.	
Line 1083	Administrative Overhead (Corporate Indirect)	\$69,493
	10.5% on all other expenses, provides HR, Payroll, Fiscal Management, Accounts Payable and other administrative functions. (HMIOT)	
Line 1085	Professional Liability	\$3,605
	Includes the annual cost of Professional liability insurance	
Line 1085	Professional Liability	\$3,000
	Includes the annual cost of Professional liability insurance (HMIOT)	
FINANCIAL SERVICES TOTAL		\$136,428

SPECIAL EXPENSES

Line 1090	Network & Data Management	\$16,000
Line 1090	Network & Data Management (HMIOT)	\$19,209

Information Services provides the following:

Managed Internet Service Provider

SPAM, virus, content filtering of e-mail & web services.

HIPAA compliant configuration of firewall & intrusion detection systems. Quality of service controls.

Network & Desktop Management

Installation, maintenance & administration of servers, routers, switches, wiring/cables & other related equipment. Installation, maintenance & repair of desktop PCs, laptops, printers & other related equipment. Online, onsite, phone-based & emergency support-24/7 support

Project Management

For both application & technology; management of the planning, design, development, implementation, maintenance & support phases of a project. Post implementation quality assurance

Technology Procurement

Purchase equipment, software & other services from approved & authorized vendors

Telecommunications Management

Installation/maintenance/management of international, national, state, metro, campus & local area networks. High definition

video systems for both IP, Traditional & ISDN networks
Strategic Technology Planning
 Budget projections, technology assessment & risk management
System Documentation
 Network diagrams, policies, procedures, floor plans, manuals &
 desktop configurations
Application/Data Hosting
 Access to applications such as Office Professional, Adobe Reader,
 WinZip. Data files and documents stored in secured data center,
 daily/weekly backups. Encryption (256 bit) of email for sensitive
 information. Access to data/documents 24/7.

Line 1092	Medication Supports	\$4,000
	This includes the purchase of medications for consumers with no other ability to pay. Consumers are enrolled in Patient Assistance Program until they obtain Medi-Cal	
Line 1093	Other – One time Emergency Housing	\$10,000
Line 1094	Other – Outside Services Staffing, subcontracted (HMIOT)	\$245,293
	This will cover (2) clinicians at around \$70 per hour and (2) outreach workers sub-contracted thru Poverello House 8 month period. (HMIOT)	

SPECIAL EXPENSES TOTAL	\$294,502
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FIXED ASSETS

Line 1190	Computers & Software – the costs for HMIS enrollment And user licenses are included	\$1,000
Line 1190	Furnishings (HMIOT)	\$3,500
Line 1190	Other Minor Equipment (HMIOT)	\$5,540
Line 1190	Computers & Software – (HMIOT)	\$3,600

and user licenses are included

FIXED ASSETS TOTAL	\$13,640
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NON MEDI-CAL CLIENT SUPPORT EXPENSES

Line 2000	Client Housing Support Expenditures	\$48,000
	Cost of non-emergency housing for consumers	
Line 2000	Client Housing Support Expenditures	\$36,000
	Cost of non-emergency housing for consumers (HMIOT)	
Line 2002.1	Clothing, Food & Hygiene	\$2,500
	Purchase of food, clothing and hygiene items for consumers	
Line 2002.1	Clothing, Food & Hygiene	\$3,000
	Purchase of food, clothing and hygiene items for consumers (HMIOT)	
Line 2002.2	Client Transportation & Support	\$11,000

Line 2002.2	Monthly bus passes and tokens for consumers Client Transportation & Support	\$2,000
Line 2002.3	Monthly bus passes and tokens for consumers (HMIOT) Education Support	\$500
	Assist with education expenses such as books and registration	
Line 2002.4	Employment Support	\$500
	Cost of employment assistance such as DMV records, ID Cards or birth certificates	
NON MEDI-CAL CLIENT SUPPORT EXPENSES TOTAL		\$103,500

<u>TOTAL PROGRAM EXPENSES</u>	\$1,259,000
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PROGRAM REVENUE

Line 3000-3700 Medi-Cal Revenue Total	\$85,727
Based on a report of the last 5 years of actual services provided and adjusted for changes in staff, clinical supervision and program goals. 30 expected clients.	
Line 4000 Other – PATH	\$306,519
Based on last year's allocation	
Line 4000 Other – PATH (HMIOT)	\$729,000
Based on last year's allocation	
Line 4100 Other – Client Rent & Transportation Reimbursements	\$12,000
Based on current program collection practices	
Line 5000 MHSA CSS Funds	\$125,756

<u>TOTAL PROGRAM REVENUE</u>	\$1,259,000
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