

1 **AMENDMENT NO. 3 TO SERVICE AGREEMENT**

2 This Amendment No. 3 to Service Agreement (“Amendment No. 3”) is dated
3 _____ and is between Central Star Behavioral Health Inc., a for-profit
4 organization (“Contractor”), and the County of Fresno, a political subdivision of the State of
5 California (“County”).

6 **Recitals**

7 A. On June 23, 2020, the County and the Contractor entered into service Agreement No.
8 20-238 (“Agreement”), as amended by County Agreement No. 24-618 (Amendment No. 1)
9 effective December 3, 2024 and by County Agreement No. 25-277 (Amendment No. 2) , for a
10 16-bed acute inpatient psychiatric health facility (PHF) to provide inpatient psychiatric services
11 to adolescent youth, twelve (12) years up to eighteen (18) years of age.

12 B. The County and Contractor now desire to further amend the Agreement to extend the
13 term for an additional one-year period and increasing contract maximum compensation by
14 Seven Million, Six Hundred Eleven Thousand, One Hundred Thirteen and No/100 Dollars
15 (\$7,611,113.00).

16 The parties therefore agree as follows:

- 17 1. **Term.** This Amendment extends the term of the Agreement through June 30, 2027.
18 2. All references to Revised Exhibit C-1 shall be deemed references to “Revised Exhibit C-
19 2”. Revised Exhibit C-2 is attached and incorporated by this reference.
20 3. Section 3 of Amendment No. 2 (Agreement No. 25-277) of the Agreement, beginning on
21 Page 2, Line 8, is amended to add the following:

22 “The maximum compensation payable to the contractor under this Agreement for
23 the period of July 1, 2026, through June 30, 2027, for Specialty Mental
24 Health Services shall not exceed Seven Million, Six Hundred Eleven Thousand,
25 One Hundred Thirteen and No/100 Dollars (\$7,611,113.00).”

- 26 4. A portion of Section 4 of Amendment No. 2 (Agreement No. 25-277) beginning on Page
27 2, Line 11 and ending on Page 2, Line 14, is deleted and replaced with the following:

28 “In no event shall the total maximum compensation amount under this

1 Agreement beginning July 1, 2020, through June 30, 2027, exceed Forty-
2 Three Million, Eight Hundred Thirty-Five Thousand, Five Hundred Twenty
3 and No/100 Dollars (\$43,835,520.00).”

4 5. When both parties have signed this Amendment No. 3, the Agreement, Amendment No.
5 1, Amendment No. 2 and this Amendment No. 3 together constitute the Agreement.

6 6. The Contractor represents and warrants to the County that:

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

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

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

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

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

24 c. The provisions of this section satisfy the requirements of Civil Code section 1633.5,
25 subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3, Part
26 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.

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

9. The Agreement as previously amended and as amended by this Amendment No. 3 is ratified and continued. All provisions of the Agreement as previously amended and not amended by this Amendment No. 3 remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

1 The parties are signing this Amendment No. 3 on the date stated in the introductory
2 clause.

3 CENTRAL STAR BEHAVIORAL HEALTH

COUNTY OF FRESNO

4
5 

6
7 _____
8 Kent Dunlap, President and CEO

9 1501 Hughes Way, Suite 150
10 Long Beach, CA 90810

Garry Bredefeld, 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

11 By: _____
12 Deputy

13 For accounting use only:

14 Org No.: 56302112
15 Account No.: 7295
16 Fund No.: 0001
17 Subclass No.: 10000
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PSYCHIATRIC HEALTH FACILITY
Central Star Behavioral Health, Inc.
Fiscal Year (FY) 2026-27

PROGRAM EXPENSES

1000: DIRECT SALARIES & BENEFITS					
Direct Employee Salaries					
Acct #	Administrative Position	FTE	Admin	Program	Total
1101	Administrator	0.67	\$110,927		\$ 110,927
1102	Human Resources	1.00	\$73,499		73,499
1103	Quality Assurance	1.00	\$84,281		84,281
1104	Training	1.00	\$46,489		46,489
1105			-		-
1106			-		-
1107			-		-
1108			-		-
1109			-		-
1110			-		-
1111			-		-
1112			-		-
1113			-		-
1114			-		-
1115			-		-
Direct Personnel Admin Salaries Subtotal		3.67	\$ 315,196		\$ 315,196
Acct #	Program Position	FTE	Admin	Program	Total
1116	Director of Nursing (DON)	1.00		\$148,257	\$ 148,257
1117	Clinical Director	1.00		\$143,552	143,552
1118	Program Coordinator	1.00		\$92,906	92,906
1119	Lead Team	0.40		\$40,211	40,211
1120	Social Worker	3.42		\$307,762	307,762
1121	Peer Support	2.00		\$94,984	94,984
1122	Recreation Therapist	1.00		\$80,345	80,345
1123	Rehabilitation Aid	3.00		\$152,652	152,652
1124	RN/NC	1.00		\$115,925	115,925
1125	YC/YC Lead Shift/Safety Specialist	17.80		\$939,186	939,186
1126	LVN/LPT	9.00		\$765,403	765,403
1127	Admissions Coordinator	1.40		\$118,658	118,658
1128	Clerk/Discharge Coordinator	3.00		\$145,109	145,109
1129	Housekeeper	1.50		\$77,345	77,345
1130				-	-
1131				-	-
1132				-	-
1133				-	-
1134				-	-
Direct Personnel Program Salaries Subtotal		46.52		\$ 3,222,295	\$ 3,222,295
			Admin	Program	Total
Direct Personnel Salaries Subtotal		50.19	\$ 315,196	\$ 3,222,295	\$ 3,537,491
Direct Employee Benefits					
Acct #	Description		Admin	Program	Total
1201	Retirement		14,184	145,004	\$ 159,188
1202	Worker's Compensation		6,304	64,446	70,750
1203	Health Insurance		34,672	354,452	389,124
1204	Other (specify)		-	-	-
1205	Other (specify)		-	-	-
1206	Other (specify)		-	-	-
Direct Employee Benefits Subtotal:			\$ 55,160	\$ 563,902	\$ 619,062
Direct Payroll Taxes & Expenses:					
Acct #	Description		Admin	Program	Total
1301	OASDI		\$ 19,543	\$ 199,783	\$ 219,326
1302	FICA/MEDICARE		\$ 4,776	\$ 49,328	\$ 54,104

1303	SUI	\$ 1,002	\$ 12,700	13,702
1304	Other (specify)	-	-	-
1305	Other (specify)	-	-	-
1306	Other (specify)	-	-	-
Direct Payroll Taxes & Expenses Subtotal:		\$ 25,321	\$ 261,811	\$ 287,132
DIRECT EMPLOYEE SALARIES & BENEFITS TOTAL:		Admin	Program	Total
		\$ 395,677	\$ 4,048,008	\$ 4,443,685

DIRECT EMPLOYEE SALARIES & BENEFITS PERCENTAGE:	Admin	Program
	9%	91%

2000: DIRECT CLIENT SUPPORT		
Acct #	Line Item Description	Amount
2001	Child Care	\$ -
2002	Client Housing Support	-
2003	Client Transportation & Support	-
2004	Food	591,430
2005	Education Support	-
2006	Employment Support	-
2007	Household Items for Clients	271
2008	Medication Supports	911,400
2009	Program Supplies - Medical	75,792
2010	Utility Vouchers	-
2011	Translation Services	3,818
2012	Laundry Services	20,202
2013	Client Support(Hygiene items and Clothes)	3,000
2014	Other (specify)	-
2015	Other (specify)	-
2016	Other (specify)	-
DIRECT CLIENT CARE TOTAL		\$ 1,605,913

3000: DIRECT OPERATING EXPENSES		
Acct #	Line Item Description	Amount
3001	Telecommunications	\$ 49,418
3002	Printing/Postage	-
3003	Office, Household & Program Supplies	18,054
3004	Advertising	-
3005	Staff Development & Training	11,581
3006	Staff Mileage	2,551
3007	Subscriptions & Memberships	-
3008	Vehicle Maintenance	-
3009	Recruiting	16,320
3010	Other (specify)	-
3011	Other (specify)	-
3012	Other (specify)	-
DIRECT OPERATING EXPENSES TOTAL:		\$ 97,924

4000: DIRECT FACILITIES & EQUIPMENT		
Acct #	Line Item Description	Amount
4001	Building Maintenance	\$ 2,000
4002	Rent/Lease Building	-
4003	Rent/Lease Equipment	11,328
4004	Rent/Lease Vehicles	-
4005	Security	-
4006	Utilities	-
4007	Other (specify)	-
4008	Other (specify)	-
4009	Other (specify)	-
4010	Other (specify)	-
DIRECT FACILITIES/EQUIPMENT TOTAL:		\$ 13,328

5000: DIRECT SPECIAL EXPENSES		
Acct #	Line Item Description	Amount
5001	Consultant (Network & Data Management)	\$ -
5002	HMIS (Health Management Information System)	-
5003	Contractual/Consulting Services (Specify)	-
5004	Translation Services	-
5005	Other (specify)	-
5006	Other (specify)	-
5007	Other (specify)	-
5008	Other (specify)	-
DIRECT SPECIAL EXPENSES TOTAL:		\$ -

6000: INDIRECT EXPENSES		
Acct #	Line Item Description	Amount
	Administrative Overhead	
6001	Use this line and only this line for approved indirect cost rate	\$ -
	Administrative Overhead	
6002	Professional Liability Insurance	-
6003	Accounting/Bookkeeping	-
6004	External Audit	6,847
6005	Insurance (Specify):	50,948
6006	Payroll Services	469
6007	Depreciation (Provider-Owned Equipment to be Used for Program Purposes)	
6008	Personnel (Indirect Salaries & Benefits)	
6009	Centralized Services Private/Other County	192,289
6010	Centralized Services Fiscal - Fresno	251,486
6011	Centralized Services Administration	628,714
6012	Centralized Services Program	251,486
6013	Other (specify)	-
INDIRECT EXPENSES TOTAL		\$ 1,382,239

INDIRECT COST RATE	22.19%
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7000: DIRECT FIXED ASSETS		
Acct #	Line Item Description	Amount
7001	Computer Equipment & Software	\$ 66,912
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA Data	-
7003	Furniture & Fixtures	1,112
7004	Leasehold/Tenant/Building Improvements	-
7005	Other Assets over \$500 with Lifespan of 2 Years +	-
7006	Assets over \$5,000/unit (Specify)	-
7007	Other (specify)	-
7008	Other (specify)	-
FIXED ASSETS EXPENSES TOTAL		\$ 68,024

TOTAL PROGRAM EXPENSES	\$ 7,611,113
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PROGRAM FUNDING SOURCES

8000: TOTAL PROGRAM REVENUES		
Acct #	Line Item Description	Amount
8001	Revenue Allocated by DBH	5,688,219
8002	Client Fees	-
8003	Client Insurance	-
8004	Grants (Specify)	-
8005	Private Insurance	1,204,109
8007	Out of County	718,785
TOTAL PROGRAM REVENUES		\$ 7,611,113

TOTAL PROGRAM ESTIMATED REVENUES:	\$ 7,611,113
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NET PROGRAM COST:	\$ -
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**PSYCHIATRIC HEALTH FACILITY
Central Star Behavioral Health, Inc.
Fiscal Year (FY) 2026-27**

PARTIAL FTE DETAIL

For all positions with FTE's split among multiple programs/contracts the below must be filled out

Position	Contract #/Name/Department/County	FTE %
Administrator	PHF Fresno	0.67
	CRT Fresno	0.33
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Human Resources	PHF Fresno	1.00
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Quality Assurance	PHF Fresno	1.00
Total		1.00

Position	Contract #/Name/Department/County	FTE %
Training	PHF Fresno	1.00
Total		1.00

Position	Contract #/Name/Department/County	FTE %

Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Position	Contract #/Name/Department/County	FTE %
Total		<u>0.00</u>

Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

Position	Contract #/Name/Department/County	FTE %
Total		0.00

PSYCHIATRIC HEALTH FACILITY
Central Star Behavioral Health, Inc.
Fiscal Year (FY) 2026-27 Budget Narrative

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1000: DIRECT SALARIES & BENEFITS		4,443,685	
Administrative Positions		315,196	
1101	Administrator	110,927	Administrator: Manages the overall day-to-day operation of the adolescent Psychiatric Health Facility (PHF). Assures compliance with Federal, State, County and local laws and regulations. He/she oversees and assures that there is a comprehensive quality treatment program and supervision for all PHF patients and reviews and approves all policies and procedures of the agency. The Administrator represents the CSBH agency and its programs to governmental agencies and the community. (Remainder of FTE is for overseeing the CRT). PHF Fresno 67% \$165,563 x .67 = \$110,927 CRT Fresno 33% \$165,563 x .33 = \$54,636 The projected increase in the Administrator's hourly wage reflects current staff salary and annual projected salary increases based on employee reviews.
1102	Human Resources	73,499	Human Resources: This position is responsible for supporting the development of a positive working environment to enhance agency success and reduce legal risk, as well as management team support and consultation, employee relations, interpretation and administration of HR policies and procedures, staff recruitment and selection, compensation, and employee benefits etc. The wage and 0.14 FTE increase result from current staff salary, annual projected salary increases based on employee reviews, and staffing revisions needed to meet current operational demands. The breakdown is current salary \$34.81 + 3% increase in January 2027 this totals an average of \$35.34 for the Fiscal Year x 2080 hours = \$73,499.
1103	Quality Assurance	84,281	QA: Responsible for Utilization review and assisting in medical record management by gathering and analyzing agency data and assisting in the agency's quality control, quality assurance, and quality improvement efforts. The updated wage and 0.07 FTE reduction reflect from current staff salary, annual projected salary increases based on employee reviews, and staffing revisions to align with current program needs. The breakdown is for 1 FTE at projected salary rate of \$40.52 x 2080 hours = \$84,281.
1104	Training	46,489	Training: The position develops and maintains systems to track in-service attendance. The position develops opportunities to host training for other professionals or participate with other organizations in providing such trainings. The wage adjustments and 0.48 FTE increase reflect current staff salary, annual projected salary increases based on employee reviews, and staffing revisions for the program. This program Training FTE annual salary is \$22.35 x 2080 hours = \$46,489.
1105	0	-	
1106	0	-	
1107	0	-	
1108	0	-	
1109	0	-	
1110	0	-	
1111	0	-	
1112	0	-	
1113	0	-	
1114	0	-	
1115	0	-	
Program Positions		3,222,295	
1116	Director of Nursing (DON)	148,257	Director of Nursing: The Director of Nursing ensures that each PHF client receives the nursing care, treatment, medications, and diet, which have been ordered by the attending physician, ensuring the overall quality of licensed nursing care for the PHF Unit. S/he participates in budget development for the Nursing Department and is responsible for its implementation and management. S/he selects, hires, and supervises all staff in the Nursing Department. FY26-27 rate is \$148,257. The rate for this position includes the projected 4% annual increase applied to all employees.

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1117	Clinical Director	143,552	Clinical Director: This position has primary responsibility for overseeing the provision of mental health services, case management services and support services to clients and their families. Has oversight of the Program and provides supervision to clinical staff. He/she acts as liaison with external agencies and internal teams with other clinical & support staff. Functions as a key management team member in all administrative and program duties. FY26-27 rate is \$143,552. This is an increase of 21% from previous FY. The selected Clinical Director brings years of valuable experience, and the adjusted salary is necessary to retain a candidate with this level of expertise. The previous candidates at a lower rate lacked the expertise required for this role, we were unable to attract an experienced Clinical Director at the FY25-26 rate. The new candidate meets the requirements for this position by bringing clinical expertise and inpatient behavioral health background that the program needs. FY25-26 budget was \$118,976, this new is \$143,552.
1118	Program Coordinator	92,906	Program Coordinator: The Coordinator assists the Director of Nursing in directing the activities of assigned licensed and non-licensed personnel who provide health care services to clients of the Central Star Youth Psychiatric Health Facility on a 24/7 basis. FY26-27 rate is \$92,906. The rate for this position includes the projected 4% annual increase applied to all employees.
1119	Lead Team	40,211	DHCS requires a Licensed Clinical Social Worker (LCSW), to monitor charts and check completion required documentation. The FY26-27 rate is \$100,528. This position is only .40 FTE at \$40,211. The Lead Team position was budgeted under the Social Worker line item because the role is a licensed Social Worker. We want to separate this into its own line item due to its distinct workflow. The rate for this position includes the projected 4% annual increase applied to all employees.
1120	Social Worker	307,762	Social Worker: FY26-27 rate \$89,989 * 3.42 FTE = \$307,762 The leader of each client's treatment team and is responsible for preparing a comprehensive treatment plan for each client. This position manages the client's journey from intake, evaluation and assessment, the provision of case management and other therapeutic services, through discharge planning and final placement. This position coordinates with other agencies such as Child Protective Services, Juvenile Probation Department, and County Department of Mental Health. The rate for this position includes the projected 4% annual increase applied to all employees. The 0.18 FTE decrease reflects staffing revisions that redistribute responsibilities between Social Worker and Lead Team roles based on current program needs. The program has 3 full time staff 40 hours each per week, plus .40 FTE part-time (16 hours per week) and the .02 FTE is for the occasional OT that trend shows. The Lead team is a part-time .40 FTE at 16 hours per week.
1121	Peer Support	94,984	Peer Support Specialist/Counselor: FY26-27 rate is \$47,492*2 FTE = \$94,984 This team of 2, provides outreach, advocacy, training, and support for client's family members throughout all stages of the treatment, transition, and aftercare. They educate, coach, advocate, and act as role models. They collaborate with other team members and providers to ensure proper, client-centered services are provided. This position is part of a team that provides services to youth and their family. The rate for this position includes the projected 4% annual increase applied to all employees.
1122	Recreation Therapist	80,345	Recreation therapist: FY26-27 rate is \$80,345 per year The treatment team member who is responsible for providing recreational services to adolescent clients within the Rehabilitation Program. These services are provided through individualized and/or group activities to restore, establish and maintain optimum level of social, vocational, and physical, functioning which include social activities involving group participation, indoor and outdoor recreational activities, and exercises. The rate for this position includes the projected 4% annual increase applied to all employees.
1123	Rehabilitation Aid	152,652	Rehabilitation Aide: FY2627 rate is \$50,884 per year x 3 FTE = \$152,652. The rehabilitating Aide provides direct and indirect rehabilitation services to adolescent clients through individualized and/or group activities. The rate for this position includes the projected 4% annual increase applied to all employees.

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
1124	RN/NC	115,925	<p>Charge & Registered Nurse: FY26-27 rate is \$100,804 yearly per FTE. This includes 15%, \$15,121 for OT for a total of \$115,925. The Nurses are the treatment team members who are responsible for performing all nursing duties and related nursing activities for clients. The Charge Nurse is also responsible for the supervision of the Youth Counselor staff assigned to their respective shift. Nursing staff is impacted by increased acuity due to the need to provide safe care to persons served throughout the shift and during crisis. Nurses then provide reports to the next shift to ensure safe continuity of care. This may lead to overtime as they complete documentation, thoroughly document incidents/interventions, and required reporting. The rate for this position includes the projected 4% annual increase applied to all employees. The wage decrease reflects staffing revisions that provide updated compensation to accurately align with current staffing structure. The current staff is based on 3 days, 12-hour shifts. The breakdown for FY26-27 is \$53.848 x 1872 = \$100,804, plus 15% \$15,120 = \$115,925. The increase of 4.5% is due to annual salary reviews. We also decreased from 1.40 to 1 FTE with overtime.</p>
1125	YC/YC Lead Shift/Safety Specialist	939,186	<p>Youth Counselor/Safety Specialist: FY26-27 rate is \$50,294 + 2,514.70 for 5% OT = 52,808.70 x 16.80 FTE = \$887,186 + \$52,000 for the Youth Counselor Shift Lead for a total of \$939,186. The wage increase reflects projected salary increases based on employee annual reviews. The Youth Counselor shift lead position is needed to improve floor supervision of Youth Counselors and deliver effective direction to peers to support program operations. The Youth Counselors are responsible for providing direct care to meet the physical and psychosocial needs of adolescents. This care is provided through direct and indirect physical and verbal interactions with clients, modeling appropriate behaviors for clients, and monitoring daily client activities. (1.0 FTE Youth Counselor serves as a designated Safety Specialist). All direct care staff are required to have training hours, 48 for full-time and 24 for on-call. Direct care staff are not typically able to provide care and participate in training at the same time. Some training courses are also in person, such as yearly ProACT training. To ensure coverage, on-call staff provide coverage while direct care staff trains.</p> <p>Youth high acuity and Conservatorship requires Physician ordered interventions such as 1:1 supervision, line of sight supervision, which requires additional Youth Counselors. Conservatorship leads to those persons served remaining on the unit long term, due to lack of placement and programs designed to address aggressive or destructive behaviors.</p> <ul style="list-style-type: none"> Increased acuity leads to the need for additional staff to maintain the safety of the clients served which causes the use of staff not previously scheduled to support the unit. It also causes OT for staff to remain on the unit while waiting for additional staff to be arranged. Staffing is adjusted to the acuity level of the unit, however, the need for extra support at night may be unpredictable. Preemptively overstaffing the unit on a regular basis would lead to increased overspending of the Youth Counselor line item, therefore an increase in the FTEs of Youth Counselor/Safety Specialists is requested. This also increases safety without the use of a Security Guard company, which appears
1126	LVN/LPT	765,403	<p>LVN/LPT: FY26-27 rate is \$80,995 x 9 FTE = \$728,955 + 5%, \$36,448 for OT/coverage = \$765,403. This position includes shift differential pay, and increased FTE to cover shifts for staff absences due to PTO and Training through use of on call staff and overtime. This position provides direct client care including medications and supervision of nursing activities performed by professional and para-professional nursing personnel on the unit. Nursing staff is impacted by increased acuity due to the need to provide safe care to youths served throughout the shift and during crisis. Staff then provide reports to the next shift to ensure safe continuity of care. This may lead to overtime as they complete documentation, thoroughly document incidents/interventions, and required reporting. All direct care staff are required to have training hours, 48 for full-time and 24 for on-call. Direct care staff are not typically able to provide care and participate in training at the same time. Some training courses are also in person, such as yearly ProACT training. To ensure coverage, on-call staff provides coverage while direct care staff trains. The rate for this position includes the projected 4% annual increase applied to all employees.</p>

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
1127	Admissions Coordinator	118,658	Admissions Coordinator: FY26-27 rate is \$80,720 per year + \$4,036 for 5 % OT = \$84,756 x 1.40 FTE= 118,658. This Coordinator is responsible for interviewing all prospective admissions, conducting the initial assessment, and collecting documentation, ensuring appropriate admission at Central Star Psychiatric Health Facility. This person maintains liaison with parents and other legal guardians, county agencies, insurance companies and other payors, hospitals, and health care facilities, augments existing social services by providing discharge-planning services, provides direct services to clients, offers consultation and supervision to staff, and acts as liaison to outside agencies. Increased FTE to cover weekend days where the referral to intake numbers fall as a result of not having a dedicated person to manage the process. The rate for this position includes the projected 4% annual increase applied to all employees. The FY25-26 projected budget \$36.98 was under budgeted, the actual salary is \$38.24. The rate in January 2027 is expected to increase due to annual review to \$39.39-\$39.77. We are projecting the average for FY26-27 to be \$38.81(Jul-Dec 2026 at \$38.23 and Jan-Jul at \$39.68).	
1128	Clerk/Discharge Coordinator	145,109	Clerk/Receptionist/Discharge Coordinator: FY26-27 rate is \$48,370 x 3 FTE + \$145,109. This position provides reception, clerical and administrative support. They will provide a large variety of data management and clerical tasks related to admissions and discharges for the Psychiatric Health Facility. These positions monitor the timeliness of documentation, admission/discharge tasks and other time-sensitive activities. Includes collaboration with other departments and outside agencies to process client referrals and assist in completing the admission or discharge process. The rate for this position includes the projected 4% annual increase applied to all employees.	
1129	Housekeeper	77,345	Housekeeper: FY26-27 rate is \$49,108 + \$3,683 for 5% OT = \$51,563.40 x 1.50 FTE = \$77,345. This position performs a variety of tasks to ensure that the facility is in a clean, orderly, sanitary, and attractive condition. The wage increase reflects projected salary increases based on employee annual reviews.	
1130	0	-		
1131	0	-		
1132	0	-		
1133	0	-		
1134	0	-		
Direct Employee Benefits		619,062		
1201	Retirement	159,188	Retirement: based on 4.5% of salary expense. This includes ESOP, 401k employer match, and Life Insurance/AD&D. The total benefits and especially the retirement benefit has been underfunded in the PHF contract. This adjusts the total benefits to be 26% of wages which is on par with our other County contracts.	
1202	Worker's Compensation	70,750	Worker Compensation: based on 2% of salary expense	
1203	Health Insurance	389,124	Health insurance: based on 11% of salary expense	
1204	Other (specify)	-		
1205	Other (specify)	-		
1206	Other (specify)	-		
Direct Payroll Taxes & Expenses:		287,132		
1301	OASDI	219,326	OASDI Payroll Taxes: based on 2025 rates at 6.2%.	
1302	FICA/MEDICARE	54,104	FICA Payroll Taxes: based on 2025 rates 1.45% plus FUTA at .8% per the first \$7,000 of each employee wages.	
1303	SUI	13,702	SUI Payroll Taxes: based on 2025 rates at 3.8% plus ETT at .1% = 3.9%, calculated on the first \$7,000 of each employee's wages. (\$7,000 x # of FTE x 3.9%).	
1304	Other (specify)	-		
1305	Other (specify)	-		
1306	Other (specify)	-		
2000: DIRECT CLIENT SUPPORT		1,605,913		
2001	Child Care	-		
2002	Client Housing Support	-		
2003	Client Transportation & Support	-		
2004	Food	591,430	The Morrison contract includes an annual base cost of \$398,280, plus \$30,672 in annual fees. Based on the February invoice of \$50,059.66 for 328 bed days, the average cost is \$152.62 per client per day. At a census of 10 clients for 365 days, the projected annual cost is \$557,070. Adding the \$30,672 annual fee and \$3,688 for supplemental snacks results in a total estimated annual cost of \$591,430.	
2005	Education Support	-		
2006	Employment Support	-		

PROGRAM EXPENSE				
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE	
2007	Household Items for Clients	271	The cost includes pillows, blankets, and other essential items for client rooms.	
2008	Medication Supports	911,400	Medication Supports - Psychiatrists, Nurse Practitioner, and MD services. Psychiatrists evaluate, diagnose, and collaborate with other team members to treat our youngsters for different mental health disorders. They have the credentials to prescribe medication and are responsible for medication management and consultation when a patient needs a medical or neurological evaluation. Included is a Medical Director (Dr. Brar) who provides services for the PHF program along with supporting management in the overall coordination and quality control of psychiatrist, primary care physician, and psychiatric nurse practitioner services, including services provided via telepsychiatry. Includes contracted medical doctor (Dr. Grossman). This cost is based on actuals, rates are as follows, \$126K for Dr. Saadaabadi, \$37K for Dr. Bhatia, \$62K for Dr. Cheema, \$573K for Dr. Brar, \$110K for Dr. Grossman (\$86.4K annual +\$23,6K for follow up appointments). Nutritionist is \$3,400 yearly. Total per year is \$911,400.	
2009	Program Supplies - Medical	75,792	Includes contracted services with Omnicare Pharmacy, Medline Industries, lab diagnostics, X-rays, and other suppliers. Costs vary based on census and client needs. This amount is based on the July–November expenditure trend, which averaged \$6,316 per month, resulting in an annual projection of \$75,792.	
2010	Utility Vouchers	-		
2011	Translation Services	3,818	Translation Services: This cost is based on current trend. It varies based on the need and lengths of stay of some clients needing this service.	
2012	Laundry Services	20,202	Laundry & Linen: The supply, cleaning, and management of linens. This includes cleaning and replacement of bed and bath linen.	
2013	Client Support(Hygiene items and Clothes)	3,000	Clothes and hygiene items needed for clients for personal hygiene. Item such as sweaters, shirts, pants, shampoo, toothpaste, body wash, hair items, etc..	
2014	Other (specify)	-		
2015	Other (specify)	-		
2016	Other (specify)	-		

3000: DIRECT OPERATING EXPENSES		97,924		
3001	Telecommunications	49,418	<p>Telephone: this cost includes landline, internet, and phones, which includes Wi-Fi for staff tablets. This is based on actuals, Central IT department forecast, and size of facility. Details:</p> <ul style="list-style-type: none"> Fiber line for Millbrook through AT&T Coax line for Millbrook through Comcast Mobile phone service for emergency phone at the PHF LTE for laptops in case of a major system outage/disaster at the facility Managed SD-WAN for WAN network connectivity Access Point Management (Arista) Hosted VOIP phone system for 25 handsets and network switch <p>Costs:</p> <ul style="list-style-type: none"> TPX Phone Internet: \$28,994 Comcast: \$2,840 Verizon: \$960 Comcast Fiber: \$7,812 Arista Cloud: \$450 T-Mobile: \$336 <p>Total: \$41,392 + 8,026 in employee stipend phone/internet reimbursement (HR \$65, QA \$65, Training \$65, Administrator at \$94 per month at (\$140*67%), Coordinator \$100, DON \$140, and Director at \$140 per month). Full year total: \$49,418</p>	
3002	Printing/Postage	-		
3003	Office, Household & Program Supplies	18,054	This line item includes various program services such as confidential material shredding service, water dispenser fee, postage, carrier, and license fees. This includes city license, Joint Commission, and fire department inspection. This cost also includes various household items such as cleaning supplies and food disposable supplies such as cups and paper plates used mostly by clients. The yearly cost includes FedEx, First Choice, Office Depot, Pacific Shredding, subscriptions, and licenses.	
3004	Advertising	-		
3005	Staff Development & Training	11,581	This category includes expenses related to ongoing programs and required education, such as staff training, professional certifications, and training materials. It also covers costs associated with attending management meetings at various locations. These costs include travel-related expenses such as meals, lodging, and airfare.	
3006	Staff Mileage	2,551	Staff mileage/vehicle maintenance: estimated staff travel reimbursement for gas used while shopping for supplies, training, and meetings.	
3007	Subscriptions & Memberships	-		

PROGRAM EXPENSE				
	ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
	3008	Vehicle Maintenance	-	
	3009	Recruiting	16,320	Recruitment: Fees for background check and random drug testing. This cost is based on current trend, plus 3 % increase for inflation. The 411% increase reflects that actual recruiting costs far exceeded the approved budget of \$1,597. The average monthly expense from July through November was \$1,320.36, which annualizes to \$15,844.32. Adding a 3% inflation adjustment brings the projected annual need to \$16,320.
	3010	Other (specify)	-	
	3011	Other (specify)	-	
	3012	Other (specify)	-	

4000: DIRECT FACILITIES & EQUIPMENT			13,328	
	4001	Building Maintenance	2,000	This is to cover any building related expenses such as repairs for appliances and building.
	4002	Rent/Lease Building	-	
	4003	Rent/Lease Equipment	11,328	Rent/lease equipment: copier lease, toner, and equipment maintenance. This is based on Central IT department trend. We have two copiers that cost an average of \$373 per item per month = 2 x \$373 x 12 = \$8,952. We then pay for usage (printing) for these two copiers and two printers onsite. We pay \$0.0055 black / \$0.055 color per print and get toner and support included.
	4004	Rent/Lease Vehicles	-	
	4005	Security	-	
	4006	Utilities	-	
	4007	Other (specify)	-	
	4008	Other (specify)	-	
	4009	Other (specify)	-	
	4010	Other (specify)	-	

5000: DIRECT SPECIAL EXPENSES			-	
	5001	Consultant (Network & Data Management)	-	
	5002	HMIS (Health Management Information System)	-	
	5003	Contractual/Consulting Services (Specify)	-	
	5004	Translation Services	-	
	5005	Other (specify)	-	
	5006	Other (specify)	-	
	5007	Other (specify)	-	
	5008	Other (specify)	-	

6000: INDIRECT EXPENSES			1,382,239	
	6001	Administrative Overhead	-	
	6002	Professional Liability Insurance	-	
	6003	Accounting/Bookkeeping	-	
	6004	External Audit	6,847	External Audit: This is for external annual audits fees as per county agreement. Annual cost for PHF Fresno from Supplier is approximately \$6,847 per year. The allocation is based on revenue projection as follows: PHF Fresno 23%, \$6,847 All-Star Fresno 11%, \$3,275 TAY Fresno 10%, \$2,977 WRAP Fresno 13%, \$3,870 CRT Fresno 9%, \$2,679 CRU Merced 11%, \$3,275 CBHST 6%, \$1,786 PHF Kern 17%, \$5,061
	6005	Insurance (Specify):	50,948	Liability insurance: general liability, property, and professional liability. The cost for PHF Fresno is \$4,122 per month, \$49,464 per year + 3% (\$1,484) inflation. Insurance cost report file will be provided along with this budget. The cost of insurance is based on multiple factors that are calculated in an extensive workbook with multiple worksheets. Will be provided as requested.
	6006	Payroll Services	469	Payroll services: ADP supplier fee for printed and electronic payroll check stubs. Fresno PHF receives approximately 65 paycheck processes per pay period x 26 pay periods per year x \$0.35 per payment process = \$0.35 x 65 x 26 = \$592. Current trend is \$455 + 3% (\$14) for inflation.
	6007	Depreciation (Provider-Owned Equipment to be Used)	-	
	6008	Personnel (Indirect Salaries & Benefits)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
6009	Centralized Services Private/Other County	192,289	This item includes centralized fiscal service allowed profit from private insurance and other counties. Calculated as 10 % of total other revenue (\$1,922,894 x .10 = \$192,289). The total revenue amount is based on current year trends, plus 3 % for potential revenue increase in contracts. The total Other Revenue consists of \$1,204,109 from private insurance (calculated at a rate of \$1,213.82 for 992 beds) and \$718,785 in out of county revenue (calculated at a rate of \$1,426.16 for 504 beds).
6010	Centralized Services Fiscal - Fresno	251,486	This item includes centralized fiscal allowed profit from Fresno County. Calculated at 4% of the total expenses minus all centralized services line items 6009-6012. Calculation: 6,287,138x 0.04 = \$251,486.
6011	Centralized Services Administration	628,714	Centralized services – administrative overhead: this is an allocation from Stars Behavioral Health Group for operations administration, business development and contract management with multiple counties, health plans, and insurance companies, information technology, human resources, communications, finance, and associated fringe benefits and expenses. The cost is developed from allocating the SBHG costs among all the programs within all the SBHG companies. This results in significant savings for all programs because rather than staff each program for all necessary services above, the services are performed by fewer employees and then shared among all SBHG programs. The SBHG support provides oversight of all programs to ensure consistency with our standard policies and procedures. Calculated at 10% of the total expenses (contract budget: less centralized services private/other county, fiscal, program, and administration, line items 6009-6012). Our current actual trend is 10% of total expenses less centralized services costs. Total indirect costs without the added profit from Fresno and private/other county is under 15%. Calculation: \$6,287,138 x 0.10 = \$628,714. The increase from 9.3% to 10% reflects projected COLA driven cost increases. The increase from 9.3% to 10% reflects projected COLA driven cost increases. The current report and allocation are capped to remain within the existing FY25-26 budget of 9.4%; rising expenses have made that percentage unsustainable, resulting in the need to shift to 10% to represent actual program costs more accurately in FY26-27.
6012	Centralized Services Program	251,486	Centralized program services: comprised of SBHG corporate and regional support in numerous areas including support from the senior administrator as well as services provided for program development and evaluation (e.g., tracking and reporting outcomes, and implementation of practices), quality & compliance (e.g., internal chart audits, compliance audits, and TJC-readiness preparation), and training (e.g., TIP and core practice trainings provided company-wide). There is a significant cost advantage to all SBHG company programs in sharing these costs rather than building them into each program. SBHG support provides oversight of all programs to ensure consistency with our standard policies and procedures. Calculated at 4% of the total expenses (contract budget: less centralized services private/other county, fiscal, program, and administration, line items 6009-6012). Our current actual trend is 4% of total expenses less centralized services costs. Calculation: \$6,287,138x 0.04 = \$251,486. The increase from 3.4% to 4% reflects projected COLA driven cost increases. The increase from 3.4% to 4% reflects projected COLA driven cost increases. The current report and allocation are capped to remain within the existing FY25-26 budget of 3.4%; rising expenses have made that percentage unsustainable, resulting in the need to shift to 4% to represent actual program costs more accurately in FY26-27.
6013	Other (specify)	-	

7000: DIRECT FIXED ASSETS		68,024	
7001	Computer Equipment & Software	66,912	The annual services are for Microsoft Office, \$21,090, Azure Microsoft Cloud data center, \$10,000, Microsoft web online app, \$3,060, Microsoft CoPilot, \$1,566, Microsoft email protection, \$1,914, PDF Pro \$1,150, Security awareness \$1,131, Misc software badge maker app, PDF writer app, Dragon naturally speaking software, \$3,815. The total is \$43,726 annually + 5% increase per vendor, = \$45,912, + \$21,000 to replaced 15 computer devices. The devices are reaching their life cycle in June & August 2026. Including the funding ensures we have resources available when and if replacement becomes necessary in 2027.
7002	Copiers, Cell Phones, Tablets, Devices to Contain HIPAA	-	
7003	Furniture & Fixtures	1,112	For furniture replacement and repair.
7004	Leasehold/Tenant/Building Improvements	-	
7005	Other Assets over \$500 with Lifespan of 2 Years +	-	
7006	Assets over \$5,000/unit (Specify)	-	
7007	Other (specify)	-	

PROGRAM EXPENSE			
ACCT #	LINE ITEM	AMT	DETAILED DESCRIPTION OF ITEMS BUDGETED IN EACH ACCOUNT LINE
7008	Other (specify)	-	

TOTAL PROGRAM EXPENSE FROM BUDGET NARRATIVE: 7,611,113