



**Health & Human Services  
Agency  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

J. STEVEN WORTHLEY  
District Four

MIKE ENNIS  
District Five

**AGENDA DATE:** October 23, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CONTACT PERSON: Anita Ortiz    PHONE: 559-624-8000				

**SUBJECT:** Approve an amendment with Family Services of Tulare County

**REQUEST(S):**

That the Board of Supervisors:

1. Approve an amendment to Agreement No. 28586 with Family Services of Tulare County retroactive from July 1, 2018, through June 30, 2019, to add a Pre/Post Activities Charge of \$18.00 per visit to the contract payment amount and fee schedule, revise the estimated outcomes and population served to a minimum of 250 adults and 325 children, and adjust the total amount of hours allocated for fiscal year 18/19 from 4,637 hours of supervised visitations for Child Welfare Services to 3,837, to more accurately reflect expected services to be provided. This amendment is retroactive because changes are due to an inadvertent omission of a fee that should have been included in the original agreement, making it impracticable for the Board to take action prior to July 1, 2018;
2. Find that the Board had authority to approve this amendment as of July 1, 2018, and that it was in the County's best interest to enter into the amendment on that date; and
3. Authorize the Chairman of the Board to sign two (2) copies of the amendment.

**SUBJECT:** Approve an amendment with Family Services of Tulare County  
**DATE:** October 23, 2018

**SUMMARY:**

The purpose for this amendment is to add a Pre/Post Activities Charge of \$18.00 that was inadvertently omitted from the fee schedule in the original agreement, and to make changes to services estimates for the 2018/2019 fiscal year. Specifically, the outcomes and population served is increasing to a minimum of 250 adults and 325 children from 190 adults and 300 children, which more closely reflects an accurate expectation for the number of clients to be served. Additionally, because of the additional \$18.00 charge, it was necessary to decrease the total amount of hours allocated for fiscal year 18/19 from 4,637 hours of supervised visitations for Child Welfare Services to 3,837 to keep the total cost of the contract within the budgeted funding amount.

The Pre/Post Activities Charge is allocated for activities including reviewing client files for notes on any previous visits, retrieving files and traveling to the visit location, setting up the visit room, and obtaining any needed supplies in anticipation of a family's arrival (i.e. toys, games, etc.). Post activities include completing documentation (case notes, incident reports, etc.) after all parties have left the visit, cleaning up the visit room, putting away supplies, completing Suspected Child Abuse reports (SCAR), and documenting Keys to Interacting Parenting Scale (KIPS) assessments.

This agreement did not include a Request For Proposal because Family Services of Tulare County is the only provider in Tulare and Kings Counties that has a Supervised Visitation Center and provides this service. Additionally, Family Services of Tulare County is the only authorized organization for Tulare and Kings Counties on the "Supervised Visitation Network" used by the Judicial Council of California, Administration of the Courts.

**FISCAL IMPACT/FINANCING:**

The agreement is for a total of \$230,931 which is included in the Fiscal Year 2018/2019. The authority to pay for Child Welfare Services such as the Supervised Visitation Program is found in Welfare and Institutions Code 16501. These services are provided on behalf of a child alleged to be the victim of child abuse, neglect, or exploitation and is included in the child's case plan. The share of cost for this contracted services is 70% State General Fund and 30% County. The County share of cost is funded through 1991 Realignment funds which is derived from a portion of State sales tax collections and a portion of Vehicle License Fees. There is no additional net cost to the County General Fund. This amendment makes no changes to the total dollar amount of the original approved agreement.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The Tulare County Strategic Business Plan in the Safety and Security Initiative and the Quality of Life Initiative encourages innovative provision that support services for at-risk adults, youth, and children in state and federally mandated programs. This agreement is to provide supervised visitation services, which increases the ability to support services for at-risk adults, youth, and children in state and federally mandated programs.

**SUBJECT:** Approve an amendment with Family Services of Tulare County  
**DATE:** October 23, 2018

**ADMINISTRATIVE SIGN-OFF:**



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Juliet Webb  
Director of Human Services

Cc: County Administrative Officer

Attachment(s) Amendment

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE AN )  
AMENDMENT WITH FAMILY SERVICES ) Resolution No. \_\_\_\_\_  
OF TULARE COUNTY ) Agreement No. \_\_\_\_\_

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Approved an amendment to Agreement No. 28586 with Family Services of Tulare County retroactive from July 1, 2018, through June 30, 2019, to add a Pre/Post Activities Charge of \$18.00 per visit to the contract payment amount and fee schedule, revise the estimated outcomes and population served to a minimum of 250 adults and 325 children, and adjust the total amount of hours allocated for fiscal year 18/19 from 4,637 hours of supervised visitations for Child Welfare Services to 3,837, to more accurately reflect expected services to be provided. This amendment is retroactive because changes are due to an inadvertent omission of a fee that should have been included in the original agreement, making it impracticable for the Board to take action prior to July 1, 2018;
2. Found that the Board had authority to approve amendment as of July 1, 2018, and that it was in the County's best interest to enter into the amendment on that date; and
3. Authorized the Chairman of the Board to sign two (2) copies of the amendment.