

Tulare County Agreement Number 25106 is amended on \_\_\_\_\_, between the **COUNTY OF TULARE**, hereinafter referred to as “COUNTY” and **FAMILY SERVICES OF TULARE COUNT, INC.**, hereinafter referred to as ‘CONTRACTOR’ with reference to the following:

C. This amendment shall become effective July 1, 2012.

## ///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///



**THE PARTIES**, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

**COUNTY OF TULARE**

Date \_\_\_\_\_

By \_\_\_\_\_  
Chairman, Board of Supervisors

ATTEST: JEAN M. ROUSSEAU  
County Administrative Officer/Clerk of the Board  
of Supervisors of the County of Tulare

By \_\_\_\_\_  
Deputy Clerk

**FAMILY SERVICES OF TULARE COUNTY**

By Colleen Richards  
Title Board President

Date 5-8-12

By Tracie Leigh Mitchell  
Title Fiscal Officer

Date 5-8-12

Corporations Code Section 313 requires that contracts with a corporation shall be signed by the (1) chairman of the Board, the president or any vice-president and (2) the secretary, any assistant, the chief financial officer, or any assistant treasurer; unless the contract is also accompanied by a certified copy of the Board of Directors resolution authorizing the execution of the contract.

Approved as to Form  
County Counsel

By J. Mendez  
Deputy County Counsel  
(2012719)

Date 06/09/12



Family Services of Tulare County  
815 W. Oak Avenue  
Visalia, CA 93291  
(559) 741-7310  
susan.munter@fstc.net

**FY 2012/2013**

**Exhibit A**

**Grant Services to be charged against**

Child Welfare Services      001-142-4020-2150

**Intensive Supervised Visitation Centers Program**

Family Services of Tulare County will organize and be responsible for a Supervised Visitation Center program in Tulare County. The supervised visitation service will be for the benefit of Child Welfare Services' clients who are reunifying with their children. The services and rates may be modified by mutual written consent of both parties. Reimbursement for services is contingent upon receipt of state and/or federal funds for this purpose.

Visitation is very important as this allows the parent and the child to see each other and maintain their relationship. Intensive visitation during the first four months is very crucial to reunification. Studies show that the more a parent and child can visit, the sooner they can be reunified together. It is especially important when an infant is involved, as parents need to be allowed multiple visitation opportunities in order to bond together. Also, supervised visitations are an opportunity for trained staff to monitor all interaction between the child and parent and provide feedback to CWS. This gives CWS objective information regarding the parent-child relationship and interaction.

Family Services of Tulare County will:

1. Organize the Supervised Visitation Program
2. Work with participating Family Resource Centers to ensure locations are appropriate for supervised visitations
3. Hire a full time visitation coordinator
4. Hire and maintain appropriate staff to conduct supervised visitations
5. Train staff and Family Resource Centers on evidence based supervised visitation practice
6. Conduct background checks on all staff hired
7. Accept Child Welfare Services referrals for supervised visitations
8. Coordinate supervised visitations with participating Family Resource Centers
9. Ensure that the supervised visitations are conducted appropriately
10. Adhere to the Child Welfare Services, Supervised Visitation Policy including completing appropriate forms and returning to Child Welfare Services timely
11. Collect and maintain data on the clients served by the Supervised Visitation Program and provide this information to Child Welfare Services as requested
12. Attend meetings and participate in meetings with Child Welfare Service as needed

Family Services of Tulare County  
815 W. Oak Avenue  
Visalia, CA 93291  
(559) 741-7310

**Exhibit A Page 2**

**Target Population**

Contractor agrees to provide services for the benefit of dependent children and their families to be able to reunify and comply with visitation court orders. Supervised visitations services will be provided to children who have been newly placed into foster care (within the first three months of placement), however; CWS may choose to refer a child who has been in foster care longer. The intent is for the supervised visitation service to be provided for up to four months, however; CWS may make exceptions on an individual basis.

**Referral Process and Client Contact**

The "Supervised Visitation Referral Form" will be used as a basis for offer and acceptance of program referrals. Contractor shall acknowledge receipt of referral to CWS within 24 hours. Contractor shall contact referral and schedule first visitation, this visitation shall occur within 72 hours of receipt of referral.

Family Services of Tulare County  
815 W. Oak Avenue  
Visalia, CA 93291  
(559) 741-7310

**Exhibit B**  
**FY 2012/2013**

**Payment Amount and Fee Schedule**

The maximum amount payable for this agreement is \$ 134,308. Supervised visits shall be provided at the rate of \$27.55 per hour with a maximum of 3050 hours.

	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Supervised Visitation	\$27.55	3050	\$84,028

Contractor will be allowed to invoice for the cost of a full time Program Coordinator to run this program. The cost for this position (salary and benefits) is \$40,280.

Contractor will be allowed to invoice for the costs of maintenance and supplies as purchased for any supervised visitation site used by the Supervised Visitation Program in an amount not to exceed \$10,000. All purchases from this agreement shall be for the sole purpose of maintaining supervised visitation rooms. The items purchased under this agreement shall continue to be utilized for the benefit of the supervised visitation program during the life of the service. Purchases shall be limited to reasonable items to furnish visitation rooms, and may include televisions, DVD players, age-appropriate DVDs, age-appropriate toys, costs associated with decorating the room, and costs associated with reconfiguring the room which may include painting. Any modification work performed on a supervised visitation room not completed by a state government agency must be at prevailing wage rate per California Labor Code Section 1770. In addition, purchases for maintaining of supervised visitation rooms over an amount of \$500 shall be approved by Tulare County CWS prior to purchase.

No item from any supervised visitation program site shall be removed from benefiting the program without prior written approval of the County of Tulare. Any supplies purchased for the benefit of the supervised visitation program services shall become the property of the County of Tulare upon the termination of the contract.

Contractor shall provide detailed monthly invoices for any maintenance fees and or supplies purchased for the purpose of delivering supervised visitation program services during the term of this agreement.

Contractor shall submit detailed monthly invoices to the County within 45 days from the date of service. Payment for service shall be on a reimbursement basis for adequately documented costs in accordance with cost principles and standards of OMB circular A-87 as follow:

Family Services of Tulare County  
815 W. Oak Avenue  
Visalia, CA 93291  
(559) 741-7310

**Exhibit B – page 2**  
**FY 2012/2013**

- Costs shall be adequately documented;
- Direct cost shall be specifically identified to services performed
- Employees shall be compensated for time specifically identified to service performed
- Travel expenses shall be specifically identified to service performed
- A standard indirect cost allowance may be used in lieu of determining actual indirect costs of service.