

**FIRST ADDENDUM TO CONTRACT FOR SERVICES  
BY INDEPENDENT CONTRACTOR**

THIS FIRST ADDENDUM is to that Contract for Services entered into on February 4, 2024, by and between the County of Siskiyou (“County”) and Quartz Valley Indian Reservation (“Contractor”) and is entered into on the date when it has been both approved by the Board and signed by all other parties to it.

WHEREAS, the Contract expired on June 30, 2024, and services continued to be required after that date; and

WHEREAS the parties desire to extend the term of the Contract; and

WHEREAS the cost of services to be provided under the Contract is expected to exceed the amount provided in the Contract; and

WHEREAS the parties desire to increase the amount of compensation payable under the Contract; and

WHEREAS, the Scope of Service, Exhibit A, needs to be revised to reflect additional duties.

**NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

Paragraph 1.01 of the Contract for Services shall be amended to extend the term of the Contract through June 30, 2025

Paragraph 3.01 of the Contract, Scope of Services, Exhibit “A”, shall be deleted and replaced in its entirety with the new Exhibit “A”, Scope of Services, attached hereto and hereby incorporated by reference.

Paragraph 4.01 of the Contract, Compensation, shall be amended to add an additional Fifty Thousand Dollars and Zero/100 Cents (\$50,000) to increase the compensation payable under the Contract to an amount not to exceed One Hundred Thousand Dollars and Zero/100 Cents (\$100,000).

All other terms and conditions of the Contract shall remain in full force and effect.

**(SIGNATURES ON FOLLOWING PAGE)**

IN WITNESS WHEREOF, County and Contractor have executed this First Addendum on the dates set forth below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

COUNTY OF SISKIYOU

Date: \_\_\_\_\_

\_\_\_\_\_  
MICHAEL N. KOBSEFF, CHAIR  
Board of Supervisors  
County of Siskiyou  
State of California

ATTEST:  
LAURA BYNUM  
Clerk, Board of Supervisors

By: \_\_\_\_\_  
Deputy

CONTRACTOR: Quartz Valley Indian Reservation

Date: 9/4/2024

DocuSigned by:

\_\_\_\_\_  
Harold Bennett, Tribal Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
N/A

License No.: N/A  
(Licensed in accordance with an act providing for the registration of contractors)

Note to Contractor: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1189 & 1190 and Corps. Code, Sec. 313.)

TAXPAYER I.D.: 68-0173957

ACCOUNTING:

Fund	Organization	Account	Activity Code (if applicable)
2129	401031	723000	164 <u>FY23/24</u> <u>FY24/25</u>
			\$50,000 \$50,000

Encumbrance number (if applicable): E2400474

If not to exceed, include amount not to exceed: \$100,000.

*If needed for multi-year contracts, please include separate sheet with financial information for each fiscal year.*

## Exhibit "A"

### I. Scope of Services:

Target Populations within the Mental Health Services Act are County residents within all age groups with a primary focus on Children, Transition- Age Youth, Adults, and Older Adults at a significantly higher than average risk of developing a serious mental illness with a special focus on Unserved and Underserved populations.

Any curriculum not outlined in this contract will need to have a "Program Activity Form" (Attachment 1) completed and submitted to the Behavioral Health Director or their designee and include all appropriate measurement tools and flyers, prior to implementation. Referrals for Siskiyou County Behavioral Health Services, please use the referral form (Attachment 2).

In conjunction with the guidelines of the Mental Health Services Act Prevention and Early Intervention state standards, the Contractor will be responsible for the following:

#### A. Prevention:

Reduce risk factors for developing a potentially serious mental illness and build protective factors. The goal of this program is to bring about improved mental health including reduction of the applicable negative outcomes as a result of untreated mental illness for individuals and members of groups or populations whose risk of developing a serious mental illness is greater than average and, as applicable, their parents, caregivers, and other family members. Program services may include relapse prevention for individuals in recovery from a serious mental illness.

- i. Examples of activities include but are not limited to: Healing of the Canoe, etc.

#### B. Outreach:

Outreach is a process of engaging, encouraging, educating, and learning from potential responders about ways to recognize and respond effectively to early signs of potentially severe and disabling mental illness. Outreach may also include educating those with mental illness on how to recognize and respond to their own symptoms.

- i. Examples of activities include but are not limited to: Gathering of Native Americans, etc.

#### C. Stigma & Discrimination Reduction:

Provide activities to reduce negative feelings, attitudes, beliefs, perceptions, stereotypes, and/or discrimination related to being diagnosed with a mental illness, having a mental illness, or to increase acceptance, dignity, inclusion, and equity for individuals and their families.

- i. Examples of activities are, but not limited to: Culture nights, etc.

**D. Access & Linkage Services:**

Staff of Happy Camp Community Action will make themselves available during working hours for walk-in access to consumers who self-identify as needing mental health-related support or services. Staff will work with the target population, as described above, to complete MHSA Referral Form (Attachment 2). Services will be based on either self-identified needs, a screening tool, or referral to Beacon, a sub-contractor of Partnership Health, for screening.

**II. Documentation:**

- A. All data will be entered into the preferred data collection system, Apricot.
- B. Data should be entered into Apricot monthly. Invoices will not be paid without verification of completed items.
- C. All hard copy documents outside of the Apricot system such as: sign in sheets, flyers, print screens from social media posts, pictures, handouts, fact sheets, shall be kept on file at each provider site for County auditing purposes.
- D. All supporting documentation shall be kept on file for five (5) years. Audits will take place annually, at the availability of the Behavioral Health MHSA coordinator.
- E. Files and documents related to MHSA clientele with protected health information, as defined by federal HIPAA guidelines, must be kept in secured locked locations and inaccessible to non-staff members of the Contractor.

**III. Invoicing:**

- A. Provide detailed charges on the supplied invoice (please see Attachment 3)
- B. Invoices without accompanying data for the billed events will be denied until appropriate documentation is provided.
- C. Invoices shall be submitted within thirty(30) days following the month's end of service. The Final invoice to be submitted within (15) days after the year end of June 30, 2024.
- D. Programing changes between components must be pre-approved prior to submitting invoices. Contract not to exceed limits still apply.

**IV. Trainings and meetings**

- A. Contractor will send a representative to attend all PEI trainings hosted by Siskiyou County Behavioral Health. A calendar of meetings will be established and sent out to all approved providers after contracts are completed and signed.
- B. Community partnership planning meetings are a requirement of the

Mental Health Services Act. Providers are required to host, advertise, and draw in their community to offer feedback on MHSA programming throughout the year. The MHSA Coordinator and, when possible, the BHS Clinical Director will present at these meetings and inform on the program and solicit feedback.

- C. Contract providers are required to submit evidence of staff completion of required training to administer programming. Copies of certificates must be sent to the MHSA Coordinator digitally.

**V. County will be responsible for the following:**

- A. Provide program monitoring, including assistance in developing activities and events outlined above.
- B. Provide training and guidance to support appropriate service referrals and delivery for Contractor programs above.
- C. Notify Contractor in a timely manner of any program / contractual issues or concerns.
- D. Work collaboratively to promote effective service delivery.
- E. Respond timely to referrals in accordance with state guidelines and policies and procedures.

**VI. Compensation** In Process

Over the course of the contract term, BHS realizes a change to activity funding may be required to accommodate unanticipated client needs. In this event, a written request detailing the shift in funding must be submitted to and approved by the Director prior to any expenditures being incurred.

- A. County shall pay Contractor for services and the staffing to provide them, the total not to exceed amount of \$99,999.40, consisting of direct costs not to exceed \$86,956.00 and a 15% Administration fee not to exceed \$13,043.40. Costs are allocated as:
  - B. County shall pay contractor for Prevention services rendered the not to exceed amount of \$30,670.00.
  - C. County shall pay contractor for Outreach services rendered the not to exceed amount of \$29,956.00.
  - D. County shall pay contractor for Stigma & Discrimination activities rendered the not to exceed amount of \$26,330.00.
  - E. Payment cannot be made without data entered into the Apricot data collection system that supports services being billed, as such there will not be advance payment of any kind.
  - F. Contractor shall enter all relevant data into Apricot regularly, but at least quarterly.