

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

THIS FIRST ADDENDUM is to that Contract for Services entered into on November 22nd, 2023, by and between the County of Siskiyou ("County") and Karuk Tribe Housing Authority ("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 Twenty-Five Thousand Dollars (\$25,000.00), to increase the compensation payable under the Contract to an amount not to exceed Fifty Thousand Dollars (\$50,000.00) for the term of the Contract.

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.

CONTRACTOR: Karuk Tribe Housing Authority

Date: 9/3/2024

DocuSigned by:



Sara Spence, Executive Director

Date: _____

N/A

License No.: N/A

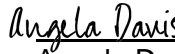
(Licensed in accordance with an act providing for the registration of contractors)

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.: 68-0096275

COUNTY OF SISKIYOU

DocuSigned by:



9/16/2024

Angela Davis, County Administrator (Date)

APPROVED AS TO LEGAL FORM:

DocuSigned by:



9/6/2024

Natalie E. Reed, County Counsel (Date)

APPROVED AS TO ACCOUNTING FORM:

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

If not to exceed, include amount not to exceed: \$50,000.00.

Encumbrance number (if applicable): E2400427

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

DocuSigned by:



9/9/2024

Diane Olson, Auditor-Controller (Date)

APPROVED AS TO INSURANCE REQUIREMENTS:

DocuSigned by:



9/16/2024

Hayley Hudson, Risk Management (Date)

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.

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 a 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.

A. Prevention Services:

- i. Groups: Groups must consist of a minimum of four (4) persons per group. Informed programming will be either evidence-based, community-practice based, or promising- practice based. Groups offered by the Contractor should be selected based on identified community needs.
 - a. Healing of the Canoe
- ii. Any additional groups not outlined in this contract will need to have a Program Activity Form (Attachment 1) completed and submitted to the BHS Director or their designee and include all appropriate measurement tools and flyers, prior to implementation.

B. Access & Linkage Services:

Staff of Karuk Tribe Housing Authority 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.

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.

VI. 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.

VII. Compensation

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. The total contracted amount for Prevention services shall not exceed \$50,000.00.
 - i. County shall pay Contractor for Prevention as follows:
 1. Healing of the Canoe Group (Happy Camp 9th-12th grade), the amount of \$6,500.00 per group.
 2. Healing of the Canoe Group (Happy Camp 4th-8th grade), the amount of \$7,370.00 per group.
 3. Healing of the Canoe Group (Yreka 4th-8th grade), the amount of \$11,130.00 per group.
 - b. Contractor shall provide County with an original itemized invoice, providing the dates, type of services, and charges for the services regularly, but at least quarterly, in a format acceptable to the County (Attachment 3). 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 fiscal year end of June 30, 2026.