

Agenda Worksheet

Submit completed worksheet to:
Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097

Regular ☐ Time Requested: 5 minutes Meeting Date: 6/16/26

OR

Consent ☒

Contact Person/Department: Diane McKee/ Probation Phone: 530-841-8897

Address: 269 Sharps Rd, Yreka, CA 96097

Person Appearing/Title: Erin Welch/Chief Probation Officer

Subject/Summary of Issue:

Approval of Fourth Addendum to the contract with Justice Benefits, Inc. to provide Title IV-E time study and claim completion services, to extend the term through June 30, 2030.

JBI captures all direct and indirect cost allocable to the Title IV-E program and provides audits of the accuracy of the record keeping and claims.

Financial Impact:

NO ☐	Describe why no financial impact:		
YES ☒	Describe impact by indicating amount budgeted and funding source below		
Amount:	<u>Rate .01</u>		
Fund:	<u>1001</u>	Description: <u>General</u>	Org.: <u>203050/201170</u> Description: <u>Probation</u>
Account:	<u>723000</u>	Description: <u>Prof & Spec Svc</u>	
Activity Code:	Description:		
Local Preference: YES ☐ NO ☒			
For Contracts – Explain how vendor was selected: <u>Sole-sourcing</u>			
Additional Information: <u>1001-203050-723000, 1001-201170-723000</u>			

Recommended Motion:

Approve Fourth Addendum with Justice Benefits, Inc. for Title IV-E time study and claim completion services; for the term of July 1, 2026 through June 30, 2030.

Reviewed as recommended by policy:

County Counsel _____

Auditor _____

Personnel _____

CAO _____

Special Requests:

Certified Minute Order(s) Quantity: _____

Other: _____

NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week

prior to the Board Meeting.

Revised 8/09/2021