



**Contract Number**

**22-1221 A-2**

**SAP Number**

## Department of Behavioral Health

<b>Department Contract Representative</b>	Amanda Figueroa
<b>Telephone Number</b>	(909) 388-0859
<b>Contractor</b>	Victor Community Support Services, Inc.
<b>Contractor Representative</b>	Edward Hackett
<b>Telephone Number</b>	(530) 893-0758
<b>Contract Term</b>	January 1, 2023 through December 31, 2027
<b>Original Contract Amount</b>	\$ 787,500
<b>Amendment Amount</b>	\$ 337,500
<b>Total Contract Amount</b>	\$1,125,000
<b>Cost Center</b>	9203282200
<b>Grant Number (if applicable)</b>	N/A

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 2**

San Bernardino County (County) and Victor Community Support Services, Inc. (Contractor) hereby agree to amend Contract No. 22-1221 as follows:

- I. ARTICLE I. Definition of Terminology, paragraph K, is hereby added to read as follows:
  - K. Behavioral Health Services Act (BHSA) – Proposition 1 Behavioral Health Services Act (BHSA): The BHSA, passed in 2024, replaces the Mental Health Services Act (MHSA) of 2004. The MHSA imposed a one percent (1%) tax on personal income over one million dollars (\$1,000,000) to serve individuals with serious mental illness (SMI) and individuals that may be at risk of developing serious mental health conditions. The BHSA reforms funding to prioritize services for people with the most significant mental health needs, while adding the treatment of substance use disorders (SUD), expanding housing interventions, and increasing the behavioral health workforce. It also enhances oversight, transparency, and accountability at the state and local levels.
- II. ARTICLE IV. Performance, paragraph F, is hereby amended to read as follows:
  - F. Data Collection and Performance Outcome Requirements

Contractor shall comply with all local, State, and Federal regulations regarding local, State, and Federal Performance Outcomes measurement requirements and participate in the outcomes measurement process, as required by the State and/or DBH. For Mental Health Services Act (MHSA) programs and/or Behavioral Health Services Act (BHSA) programs, Contractor agrees to meet the goals and intention of the program as indicated in the related MHSA/BHSA Component Plan and most recent update.

Contractor shall comply with all requests regarding local, State, and Federal Performance Outcomes measurement requirements and participate in the outcomes measurement processes as requested.

MHSOAC, DHCS, OSHPD, DBH and other oversight agencies or their representatives have specific accountability and outcome requirements. Timely reporting is essential for meeting those expectations.

1. Contractor must collect, manage, maintain and update client, service and episode data as well as staffing data as required for local, State, and Federal reporting.
2. Contractor shall provide information by entering or uploading required data into:
  - a. County's billing and transactional database system.
  - b. DBH's client information system and, when available, its electronic health record system.
  - c. The "Data Collection and Reporting" (DCR) system, which collects and manages Full Service Partnership (FSP) information.
  - d. Individualized data collection applications as specified by DBH, such as Objective Arts and the Prevention and Early Intervention (PEI) Database.
  - e. Any other data or information collection system identified by DBH, the MHSOAC, OSHPD or DHCS.
3. Contractor shall comply with all requirements regarding paper or online forms:
  - a. Bi-Annual Client Perception Surveys (paper-based): twice annually, or as designated by DHCS. Contractor shall collect consumer perception data for clients served by the programs. The data to be collected includes, but not limited to, the client's perceptions of the quality and results of services provided by the Contractor.
  - b. Client preferred language survey (paper-based), if requested by DBH.
  - c. Intermittent services outcomes surveys.
  - d. Surveys associated with services and/or evidence-based practices and programs intended to measure strategy, program, component, or system level outcomes and/or implementation fidelity.
  - e. Network Adequacy Certification Tool (NACT) as required by DHCS and per DBH instructions.
4. Data must be entered, submitted and/or updated in a timely manner for:

- a. All FSP and non-FSP clients: this typically means that client, episode and service-related data shall be entered into the County's billing and transactional database system.
  - b. All service, program, and survey data will be provided in accordance with all DBH established timelines.
  - c. Required information about FSP clients, including assessment data, quarterly updates and key events shall be entered into the DCR online system by the due date or within 48 hours of the event or evaluation, whichever is sooner.
- 5. Contractor will ensure that data are consistent with DBH's specified operational definitions, that data are in the required format, that data is correct and complete at time of data entry, and that databases are updated when information changes.
  - 6. Data collection requirements may be modified or expanded according to local, State, and/or Federal requirements.
  - 7. Contractor shall submit, monthly, its own analyses of the data collected for the prior month, demonstrating how well the contracted services or functions provided satisfied the intent of the Contract, and indicating, where appropriate, changes in operations that will improve adherence to the intent of the Contract. The format for this reporting will be provided by DBH.
  - 8. Independent research involving clients shall not be conducted without the prior written approval of the Director of DBH. Any approved research must follow the guidelines in the DBH Research Policy.

Note: Independent research means a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research for purposes of this policy, whether or not they are conducted or supported under a program which is considered research for other purposes. For example, some demonstration and service programs may include research activities.

III. ARTICLE V. Funding and Budgetary Restrictions, paragraph H, is hereby amended to read as follows:

H. The contract amendment amount of \$337,500 shall increase the total contract amount from \$787,500 to \$1,125,000 for the contract term.

IV. ARTICLE XIV. Duration and Termination, paragraph A, is hereby amended to read as follows:

A. The term of this Agreement shall be from January 1, 2023, through December 31, 2027, inclusive.

V. ARTICLE XVII. Personnel, paragraph M, is hereby amended to read as follows:

M. Levine Act Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

Contractor has disclosed to the County using Attachment III – Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, Auditor-Controller/Treasurer/Tax Collector and the District Attorney] within the earlier of: (1) the date of the submission of Contractor's proposal to the County, or (2) 12 months before the date this Contract was approved by the Board of

Supervisors. Contractor acknowledges that under Government Code section 84308, Contractor is prohibited from making campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer for 12 months after the County's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the County a written statement disclosing any campaign contribution(s) of more than \$500 to any member of the Board of Supervisors or other County elected officer within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

- VI. ARTICLE XIX. Licensing, Certification and Accreditation, paragraph H.3.a is hereby amended to read as follows:
  - a. S&I List can be accessed at <https://data.chhs.ca.gov/dataset/provider-suspended-and-ineligible-list-s-i-list>.
- VIII. SCHEDULE A Planning Estimates FY 2026-27 through 2027-28 and SCHEDULE B Program Budget FY 2026-27 through 2027-28 are hereby added as attached.
- IX. ATTACHMENT III Campaign Contribution Disclosure (SB 1439) is hereby removed and replaced with Levine Act – Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439) as attached.
- X. All other terms, conditions and covenants in the basic agreement remain in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

**IN WITNESS WHEREOF**, the San Bernardino County and the Contractor have each caused this Contract Amendment to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

► \_\_\_\_\_  
Dawn Rowe, Chair, Board of Supervisors

Dated: \_\_\_\_\_

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

Lynna Monell  
Clerk of the Board of Supervisors  
of San Bernardino County

By \_\_\_\_\_  
*Deputy*

Victor Community Support Services, Inc.  
*(Print or type name of corporation, company, contractor, etc.)*

By ► \_\_\_\_\_  
*(Authorized signature - sign in blue ink)*

Name Edward Hackett  
*(Print or type name of person signing contract)*

Title Chief Financial Officer  
*(Print or Type)*

Dated: \_\_\_\_\_

Address 1360 East Lassen Avenue  
Chico, CA 95973

**FOR COUNTY USE ONLY**

Approved as to Legal Form

► \_\_\_\_\_  
Dawn Martin, Deputy County Counsel

Date \_\_\_\_\_

Reviewed for Contract Compliance

► \_\_\_\_\_  
Michael Shin, Administrative Manager

Date \_\_\_\_\_

Reviewed/Approved by Department

► \_\_\_\_\_  
Joshua Dugas, Acting Director

Date \_\_\_\_\_

SCHEDULE A - Planning Estimates

Actual Cost Contract (cost reimbursement)

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
PREVENTION AND EARLY INTERVENTION

Contractor Name: Victor Community Support  
Region: High Desert  
Contract #: 22-1221  
Address: 1360 E. Lassen Avenue  
Chico, CA 95973  
Date Form Completed: 5/2/26  
Updated:

Prepared by: Matt Jafari  
Title: Financial Analysis Manager

FY 2026 - 2027  
July 1, 2026 to June 30, 2027

PEI County Program: Military Services and Family Support							TOTAL			
State Defined Program: PREVENTION										
#	COMPONENTS	5.00%		30.00%		10.00%		55.00%		
		Mode 15				Mode 45				
		Early Intervention Services		Prevention Services						
		Case Management 01-09	Mental Health Services 10-19; 30-38; 40-48; 50-57	Mental Health Promotion 10-19	Community Client Services 20-29					
1	<b>EXPENSES</b>									
2	SALARIES	\$ 6,339	\$ 38,034	\$ 12,678	\$ 69,729				\$ 126,780	
3	BENEFITS	\$ 1,784	\$ 10,702	\$ 3,567	\$ 19,620				\$ 35,673	
4	(2+3 must equal total staffing costs)	\$ 8,123	\$ 48,736	\$ 16,245	\$ 89,349				\$ 162,453	
5	OPERATING EXPENSES	\$ 3,127	\$ 18,764	\$ 6,255	\$ 34,401				\$ 62,547	
6	<b>TOTAL EXPENSES (2+3+5)</b>	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$ 225,000	
7	<b>AGENCY REVENUES</b>									
8	PATIENT FEES								\$ -	
9	PATIENT INSURANCE								\$ -	
10	GRANTS/OTHER								\$ -	
11	<b>TOTAL AGENCY REVENUES (8+9+10)</b>	\$ -	\$ -	\$ -	\$ -				\$ -	
12	<b>CONTRACT AMOUNT (6-11)</b>	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$ 225,000	
13	<b>FUNDING</b>									
14	MHSA	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$ 225,000	
15	<b>TOTAL FUNDING</b>	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$ 225,000	
17	TARGET COST PER UNIT OF SERVICE (Minutes)	\$ 0.60	\$ 0.60							
18	UNITS OF TIME (Minutes)	\$ 18,842	\$ 113,054							
19	<b>UNDUPLICATED PARTICIPANTS</b>									
20	TOTAL UNDUPLICATED PARTICIPANTS	25	25	107	253				0	
21	COST PER UNDUPLICATED PARTICIPANT	\$ 455.58	\$ 2,733.50	\$ 210.27	\$ 489.71				\$ -	
22	<b>SERVICES</b>									
23	TOTAL SERVICES	49	247	115	724				1,136	
24	COST PER TOTAL SERVICES	\$ 227.80	\$ 273.35	\$ 195.26	\$ 170.84				\$ 198.08	

APPROVED:

<i>Angie Wiechert</i>	05/13/2026	<i>Thelma Rodriguez</i>	05/14/2026	<i>Jeanine Wymer</i>	05/18/2026
PROVIDER AUTHORIZED SIGNATURE	DATE	DBH FISCAL SERVICES	DATE	DBH PROGRAM MANAGER	DATE
Angie Wiechert		Thelma Rodriguez		Jeanine Wymer	
PROVIDER AUTHORIZED SIGNER (PRINT NAME)		DBH FISCAL SERVICES (PRINT NAME)		DBH PROGRAM MANAGER (PRINT NAME)	



**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B**

FY 2026 - 2027

Prepared by: Matt Jafari  
Title: Financial Analysis Manager

Victor Community  
Contractor Name: Support Services  
Region High Desert  
Contract # 22-1221  
Address: 1360 E. Lassen Avenue  
Chico, CA 95973  
Date Form Completed: 5/2/26  
Updated \_\_\_\_\_

Operating Expenses - Please list all operating costs charged to this program, including administrative support costs and management fees along with a detail explanation of the categories below.

**July 1, 2026 to June 30, 2027**

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO CONTRACT	TOTAL COST TO CONTRACT	Budget Revision	
						Request Change	Revised Budget
1 Professional Fees	\$514	0%	\$0	100%	\$514	0	514
2 Software Maintenance	\$3,623	0%	\$0	100%	\$3,623		3,623
3 Employment Expenses	\$803	0%	\$0	100%	\$803		803
4 Office Supplies	\$606	0%	\$0	100%	\$606		606
5 Program Supplies	\$2,034	0%	\$0	100%	\$2,034		2,034
6 Rent	\$6,863	0%	\$0	100%	\$6,863		6,863
7 Utilities	\$4,799	0%	\$0	100%	\$4,799		4,799
8 Building Maintenance	\$1,798	0%	\$0	100%	\$1,798		1,798
9 Equipment Expense	\$4,607	0%	\$0	100%	\$4,607		4,607
10 Transportation	\$8,004	0%	\$0	100%	\$8,004		8,004
11 General & Administrative Costs	\$276	0%	\$0	100%	\$276		276
12 Conferences & Meetings	\$3,777	0%	\$0	100%	\$3,777		3,777
13 Taxes & Insurance	\$736	0%	\$0	100%	\$736		736
14 Indirect Expense	\$24,107	0%	\$0	100%	\$24,107		24,107
15		100%	\$0		\$0		0
<b>SUBTOTAL B:</b>	\$62,547		\$0		\$62,547	0	62,547
<b>GROSS TOTAL STAFFING AND OPERATING COSTS</b>					\$225,000		

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2026 - 2027**

Contractor Name: Victor Community Support Services  
 Region High Desert  
 Contract # 22-1221  
 Address: 1360 E. Lassen Avenue  
Chico, CA 95973  
 Date Form Completed: 5/2/26  
 Updated \_\_\_\_\_

Prepared by: Matt Jafari  
 Title: Financial Analysis Manager

**Budget Narrative for Operating Expenses.** Explain each expense by line item. Provide an explanation for determination of all figures ( rate, duration, quantity, Benefits, FTE's, etc.) for example explain how overhead or indirect cost were calculated.

July 1, 2026 to June 30, 2027

ITEM	Justification of Cost
1 Professional Fees	Direct costs associated with contract support, interpreter services, staff training materials, and guest speakers for training.
2 Software Maintenance	Direct costs associated with technical support services as well as annual software licenses and maintenance costs; software maintenance includes correcting, updating and enhancing current company software.
3 Employment Expenses	Direct cost associated with recruiting, advertising, completion of 3rd party physical, drug testing, fingerprinting, clinical license renewals, and continuing education.
4 Office Supplies	Direct costs associated with general office supplies, such as paper, pens, pencils, envelopes, folders, tape, printed brochures, checks, business cards, kitchen supplies, toner for copier, fax machine, paper for fax machine, copier and computer printers, postage and shipping costs, PPE-masks, disinfectant wipes, Covid testing and subscription expense.
5 Program Supplies	Direct costs associated with general program support supplies. Which may include curriculums, ESL materials, orientation and treatment packets, tutoring
6 Rent	Direct costs associated with facility rental, the rental cost of a leased building and costs related to leasehold improvements. Rent for this site's facility is \$1
7 Utilities	Direct costs associated with general utility costs, such as telephone, water, natural gas, electricity, cable television, internet, and garbage.
8 Building Maintenance	Direct costs associated with janitorial, maintenance, building and ground supplies, licenses and permits.
9 Equipment Expense	Direct costs associated with equipment leases, equipment maintenance, office equipment, furnishing, and computer equipment.
10 Transportation	Direct costs associated with staff mileage reimbursements as well as agency vehicle operating, repair, maintenance, and licensing costs. This is budgete
11 General & Administrative Costs	Direct costs associated with miscellaneous charges, bank fees, interest expense, dues and membership.
12 Conferences & Meetings	Direct costs associated with meetings, staff events, and conferences, such as airfare, food and lodging to attend conferences and training.
13 Taxes & Insurance	Direct costs associated with property tax as well as property, liability, and vehicle insurance expense.
14 Indirect Expense	Indirect operating costs that support our administrative services which include, but are not limited to, Agency Leadership, Agency Human Resource functions, Agency-wide Administrative and Executive support functions, Agency-wide Technology services, Agency-wide Fiscal and Accounting functions including payroll, accounting, and financial management. This is based on an estimated calculation of 12% of total costs.
15	

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2026 - 2027**

July 1, 2026 to June 30, 2027

**Contractor Name:** Victor Community Support Services  
**Region:** High Desert  
**Contract #:** 22-1221  
**Address:** 1360 E. Lassen Avenue  
Chico, CA 95973  
**Date Form Completed:** 5/2/26  
**Updated**

Year to Date Unduplicated Participant Count				
Early Intervention		Mental Health Promotion	Comm. Client Services	Program
Case Management	MHS			
25	25	107	253	

**PEI County Program: OLDER ADULT COMMUNITY SERVICES**

**State Defined Program: PREVENTION**

Service Projections for:		Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL
Early Intervention Services	Case Management	4	4	4	4	4	4	4	4	4	4	4	4	49
	Mental Health Services	21	21	21	21	21	21	21	21	21	21	21	21	247
Mental Health Promotion		10	10	10	10	10	10	10	10	10	10	10	10	115
Community Client Services		60	60	60	60	60	60	60	60	60	60	60	60	724
<b>TOTAL</b>		95	95	95	95	95	95	95	95	95	95	95	95	1136
Hours Projections for:		Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL
Early Intervention Services	Case Management	26	26	26	26	26	26	26	26	26	26	26	26	314
	Mental Health Services	157	157	157	157	157	157	157	157	157	157	157	157	1,884
Mental Health Promotion		52	52	52	52	52	52	52	52	52	52	52	52	628
Community Client Services		288	288	288	288	288	288	288	288	288	288	288	288	3,454
<b>TOTAL</b>		523	523	523	523	523	523	523	523	523	523	523	523	6,281
Cost Projections for:		Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	TOTAL
Early Intervention Services	Case Management	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 11,250
	Mental Health Services	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 67,500
Mental Health Promotion		\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 22,500
Community Client Services		\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 123,750
<b>TOTAL</b>		\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 225,000

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
PREVENTION AND EARLY INTERVENTION

Actual Cost Contract (cost reimbursement)

Contractor Name: Victor Community Support  
Region: High Desert  
Contract #: 22-1221  
Address: 1360 E. Lasse Chico, CA 95973  
Date Form Completed: 5/2/26  
Updated:

Prepared by: Matt Jafari  
Title: Financial Analysis Manager

FY 2027 - 2028  
July 1, 2027 to December 31, 2027

PEI County Program: Military Services and Family Support							TOTAL	
State Defined Program: PREVENTION								
#	COMPONENTS	Distribution						
		5.00%	30.00%	10.00%	55.00%			
		Mode 15		Mode 45				
		Early Intervention Services		Prevention Services				
		Case Management 01-09	Mental Health Services 10-19; 30-38; 40-48; 50-57	Mental Health Promotion 10-19	Community Client Services 20-29			
1	<b>EXPENSES</b>							
2	SALARIES	\$ 3,170	\$ 19,017	\$ 6,339	\$ 34,865		\$ 63,390	
3	BENEFITS	\$ 892	\$ 5,351	\$ 1,784	\$ 9,810		\$ 17,837	
4	(2+3 must equal total staffing costs)	\$ 4,061	\$ 24,368	\$ 8,123	\$ 44,675		\$ 81,227	
5	OPERATING EXPENSES	\$ 1,564	\$ 9,382	\$ 3,127	\$ 17,201		\$ 31,274	
6	<b>TOTAL EXPENSES (2+3+5)</b>	\$ 5,625	\$ 33,750	\$ 11,250	\$ 61,875		\$ 112,500	
7	<b>AGENCY REVENUES</b>							
8	PATIENT FEES						\$ -	
9	PATIENT INSURANCE						\$ -	
10	GRANTS/OTHER						\$ -	
11	<b>TOTAL AGENCY REVENUES (8+9+10)</b>	\$ -	\$ -	\$ -	\$ -		\$ -	
12	<b>CONTRACT AMOUNT (6-11)</b>	\$ 5,625	\$ 33,750	\$ 11,250	\$ 61,875		\$ 112,500	
13	<b>FUNDING</b>							
14	MHSA	\$ 5,625	\$ 33,750	\$ 11,250	\$ 61,875		\$ 112,500	
15	<b>TOTAL FUNDING</b>	\$ 5,625	\$ 33,750	\$ 11,250	\$ 61,875		\$ 112,500	
17	TARGET COST PER UNIT OF SERVICE (Minutes)	\$ 0.60	\$ 0.60					
18	UNITS OF TIME (Minutes)	\$ 9,421	\$ 56,527					
19	<b>UNDUPLICATED PARTICIPANTS</b>							
20	TOTAL UNDUPLICATED PARTICIPANTS	12	12	54	126		0	
21	COST PER UNDUPLICATED PARTICIPANT	\$ 455.58	\$ 2,733.50	\$ 210.27	\$ 489.71		\$ -	
22	<b>SERVICES</b>							
23	TOTAL SERVICES	25	123	58	362		568	
24	COST PER TOTAL SERVICES	\$ 227.80	\$ 273.35	\$ 195.26	\$ 170.84		\$ 198.08	

APPROVED:

<i>Angie Wiechert</i>	05/13/2026	<i>Thelma Rodriguez</i>	05/14/2026	<i>Jeanine Wymer</i>	05/18/2026
PROVIDER AUTHORIZED SIGNATURE	DATE	DBH FISCAL SERVICES	DATE	DBH PROGRAM MANAGER	DATE
Angie Wiechert		Thelma Rodriguez		Jeanine Wymer	
PROVIDER AUTHORIZED SIGNER (PRINT NAME)		DBH FISCAL SERVICES (PRINT NAME)		DBH PROGRAM MANAGER (PRINT NAME)	



SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

FY 2027 - 2028

Victor Community  
Contractor Name: Support Services  
Region High Desert  
Contract # 22-1221  
Address: 1360 E. Lassen Avenue  
Date Form Completed: 5/2/26  
Updated \_\_\_\_\_

Prepared by: Matt Jafari  
Title: Financial Analysis Manager

Operating Expenses - Please list all operating costs charged to this program, including administrative support costs and management fees along with a detail explanation of the categories below.

July 1, 2027 to December 31, 2027

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO CONTRACT	TOTAL COST TO CONTRACT	Budget Revision	
						Request Change	Revised Budget
1 Professional Fees	\$514	50%	\$257	50%	\$257	0	257
2 Software Maintenance	\$3,623	50%	\$1,811	50%	\$1,811		1,811
3 Employment Expenses	\$803	50%	\$401	50%	\$401		401
4 Office Supplies	\$606	50%	\$303	50%	\$303		303
5 Program Supplies	\$2,034	50%	\$1,017	50%	\$1,017		1,017
6 Rent	\$6,863	50%	\$3,432	50%	\$3,432		3,432
7 Utilities	\$4,799	50%	\$2,399	50%	\$2,399		2,399
8 Building Maintenance	\$1,798	50%	\$899	50%	\$899		899
9 Equipment Expense	\$4,607	50%	\$2,304	50%	\$2,304		2,304
10 Transportation	\$8,004	50%	\$4,002	50%	\$4,002		4,002
11 General & Administrative Costs	\$276	50%	\$138	50%	\$138		138
12 Conferences & Meetings	\$3,777	50%	\$1,888	50%	\$1,888		1,888
13 Taxes & Insurance	\$736	50%	\$368	50%	\$368		368
14 Indirect Expense	\$24,107	50%	\$12,054	50%	\$12,054		12,054
15		100%	\$0		\$0		0
<b>SUBTOTAL B:</b>	\$62,547		\$31,274		\$31,274	0	31,274
<b>GROSS TOTAL STAFFING AND OPERATING COSTS</b>					\$112,500		

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2027 - 2028**

Contractor Name: Victor Community Support Services  
 Region High Desert  
 Contract # 22-1221  
 Address: \_\_\_\_\_  
1360 E. Lassen Avenue  
 Date Form Completed: 5/2/26  
 Updated \_\_\_\_\_

Prepared by: Matt Jafari  
 Title: Financial Analysis Manager

**Budget Narrative for Operating Expenses.** Explain each expense by line item. Provide an explanation for determination of all figures ( rate, duration, quantity, Benefits, FTE's, etc.) for example explain how overhead or indirect cost were calculated.

July 1, 2027 to December 31, 2027

ITEM	Justification of Cost
1 Professional Fees	Direct costs associated with contract support, interpreter services, staff training materials, and guest speakers for training.
2 Software Maintenance	Direct costs associated with technical support services as well as annual software licenses and maintenance costs; software maintenance includes correcting, updating and enhancing current company software.
3 Employment Expenses	Direct cost associated with recruiting, advertising, completion of 3rd party physical, drug testing, fingerprinting, clinical license renewals, and continuing education.
4 Office Supplies	Direct costs associated with general office supplies, such as paper, pens, pencils, envelopes, folders, tape, printed brochures, checks, business cards, kitchen supplies, toner for copier, fax machine, paper for fax machine, copier and computer printers, postage and shipping costs, PPE-masks, disinfectant wipes, Covid testing and subscription expense.
5 Program Supplies	Direct costs associated with general program support supplies. Which may include curriculums, ESL materials, orientation and treatment packets, tutoring materials, etc.
6 Rent	Direct costs associated with facility rental, the rental cost of a leased building and costs related to leasehold improvements. Rent for this site's facility is \$1
7 Utilities	Direct costs associated with general utility costs, such as telephone, water, natural gas, electricity, cable television, internet, and garbage.
8 Building Maintenance	Direct costs associated with janitorial, maintenance, building and ground supplies, licenses and permits.
9 Equipment Expense	Direct costs associated with equipment leases, equipment maintenance, office equipment, furnishing, and computer equipment.
10 Transportation	Direct costs associated with staff mileage reimbursements as well as agency vehicle operating, repair, maintenance, and licensing costs. This is budgeted
11 General & Administrative Costs	Direct costs associated with miscellaneous charges, bank fees, interest expense, dues and membership.
12 Conferences & Meetings	Direct costs associated with meetings, staff events, and conferences, such as airfare, food and lodging to attend conferences and training.
13 Taxes & Insurance	Direct costs associated with property tax as well as property, liability, and vehicle insurance expense.
14 Indirect Expense	Indirect operating costs that support our administrative services which include, but are not limited to, Agency Leadership, Agency Human Resource functions, Agency-wide Administrative and Executive support functions, Agency-wide Technology services, Agency-wide Fiscal and Accounting functions including payroll, accounting, and financial management. This is based on an estimated calculation of 12% of total costs.
15	

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2027 - 2028**

July 1, 2027 to December 31, 2027

**Contractor Name:** Victor Community Support Services  
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Year to Date Unduplicated Participant Count				
Early Intervention		Mental Health Promotion	Comm. Client Services	Program
Case Management	MHS			
12	12	54	126	

**PEI County Program: Military Services and Family Support**

**State Defined Program: PREVENTION**

Service Projections for:		Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28	Apr-28	May-28	Jun-28	TOTAL
Early Intervention Services	Case Management	4	4	4	4	4	4							25
	Mental Health Services	21	21	21	21	21	21							123
Mental Health Promotion		10	10	10	10	10	10							58
Community Client Services		60	60	60	60	60	60							362
<b>TOTAL</b>		95	95	95	95	95	95	0	0	0	0	0	0	568
Hours Projections for:		Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28	Apr-28	May-28	Jun-28	TOTAL
Early Intervention Services	Case Management	26	26	26	26	26	26							157
	Mental Health Services	157	157	157	157	157	157							942
Mental Health Promotion		52	52	52	52	52	52							314
Community Client Services		288	288	288	288	288	288							1,727
<b>TOTAL</b>		523	523	523	523	523	523	0	0	0	0	0	0	3,140
Cost Projections for:		Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28	Apr-28	May-28	Jun-28	TOTAL
Early Intervention Services	Case Management	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938	\$ 938							\$ 5,625
	Mental Health Services	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625	\$ 5,625							\$ 33,750
Mental Health Promotion		\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875	\$ 1,875							\$ 11,250
Community Client Services		\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313	\$ 10,313							\$ 61,875
<b>TOTAL</b>		\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,500



## Levine Act – Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or County policy
- Contracts with labor unions regarding employee salaries and benefits
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of development agreements unless there is a material modification or amendment to the agreement
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

### **DEFINITIONS**

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, District Attorney, Auditor-Controller/Treasurer/Tax Collector] for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the County in a proceeding on the matter for the purpose of influencing the County's decision on the matter; or (c) communicates with County employees, for the purpose of influencing the County's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Board or County employees for purposes of influencing the County's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Board of Supervisors. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

**Contractors must respond to the questions on the following pages. If a question does not apply respond N/A or Not Applicable.**

SCHEDULES A & B

1. Name of Contractor: Victor Community Support Services, Inc.
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?  
 Yes  If yes, skip Question Nos. 3-4 and go to Question No. 5      No
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: Not applicable
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):  
Not applicable
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
Victor Treatment Centers, Inc.	

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
Not applicable	Not applicable	Not applicable

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the County or board governed special district.

Company Name	Subcontractor(s):	Principal and/or Agent(s):
Not applicable	Not applicable	Not applicable

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Board and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name
Not applicable	Not applicable

9. Was a campaign contribution, of more than \$500, made to any member of the San Bernardino County Board

of Supervisors or other County elected officer within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No

Yes  If **yes**, please provide the contribution information in Question 11.

10. Has an agent of Contractor made a campaign contribution of any amount to any member of the San Bernardino County Board of Supervisors or other elected officer involved with this Contract while award of this Contract is being considered?

No

Yes  If **yes**, please provide the contribution information in Question 11.

11. Name of Board of Supervisor Member or other County elected officer: Not applicable

Name of Contributor: Not applicable

Date(s) of Contribution(s): Not applicable

Amount(s): Not applicable

Please add an additional sheet(s) to identify additional Board Members or other County elected officers to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor acknowledges that agents are prohibited from making any campaign contributions, regardless of amount, to any member of the Board of Supervisors or other County elected officer involved with this Contract, while award of this Contract is being considered and for 12 months after a final decision by the County. Contractor understands that the other individuals and entities (excluding agents) listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer involved with this Contract, while award of this Contract is being considered and for 12 months after a final decision by the County.