

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY

**Contract Number****22-1221 A-1****SAP Number****4400020768**

## Department of Behavioral Health

<b>Department Contract Representative</b>	Nathaniel Rodriguez
<b>Telephone Number</b>	(909) 388-0861
<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 June 30, 2026
<b>Original Contract Amount</b>	\$562,500
<b>Amendment Amount</b>	\$225,000
<b>Total Contract Amount</b>	\$787,500
<b>Cost Center</b>	9203282200
<b>Grant Number (if applicable)</b>	N/A

**IT IS HEREBY AGREED AS FOLLOWS:****AMENDMENT NO.1**

IN THAT CERTAIN **Contract No. 22-1221** by and between San Bernardino County, a political subdivision of the State of California, (hereinafter referred to as County) and Victor Community Support Services, Inc. (hereinafter referred to as Contractor), which first became effective January 1, 2023, the following changes are hereby made and agreed to:

- I. ARTICLE V Funding and Budgetary Restrictions, paragraph H is hereby amended to read as follows:
  - H. The maximum financial obligation under this contract shall not exceed \$787,500 for the contract term.
- II. ARTICLE VI Provisional Payment, paragraph B.1 is hereby amended to read as follows:
  - B.1. For fiscal year period (FY 2022/23), no single monthly payment for any mode of service shall exceed one-sixth (1/6) of the maximum allocations for the mode of service unless there have been payments of less than one-sixth (1/6) of such amount for any prior month of the Agreement. For fiscal year periods (FYs 2023/24, 2024/25, and 2025/26), no single monthly payment for any mode

of service shall exceed one-twelfth (1/12) of the maximum allocations for the mode of service unless there have been payments of less than one-twelfth (1/12) of such amount for any prior month of the Agreement. To the extent that there have been such lesser payments, then the remaining amount(s) may be used to pay monthly services claims which exceed one-twelfth (1/12) of the maximum for that mode of service. Each claim shall reflect the actual costs expended by the Contractor subject to the limitations and conditions specified in this Agreement.

III. ARTICLE XVII Personnel, paragraph M is hereby added:

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 Senate Bill (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 \$250 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.

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 June 30, 2026 inclusive.

V. ARTICLE XIX Licensing, Certification and Accreditation paragraph H.3.a is hereby amended to read as follows:

H.3.a S&I List can be accessed at <https://mcweb.apps.prd.cammis.medi-cal.ca.gov/references/sandi>.

VI. This amendment hereby adds Schedules A and B for Fiscal Years 2025-26. All previously approved schedules remain in effect.

VII. ATTACHMENT III LEVINE ACT-CAMPAIGN CONTRIBUTION DISCLOSURE (formerly referred to as SB 1439) is hereby added.

VIII. All other terms and conditions 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*  
Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 10 2025

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  
San Bernardino County

By *[Signature]* Deputy



Victor Community Support Services, Inc.

(Print or type name of corporation, company, contractor, etc.)

By ► *Edward Hackett*  
(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: 5/28/2025

Address 1360 East Lassen Avenue  
Chico, CA 95973

**FOR COUNTY USE ONLY**

Approved by Legal Form  
*Dawn Martin*  
Dawn Martin, Deputy County Counsel  
Date 5/28/2025

Reviewed for Contract Compliance  
*Michael Shin*  
Michael Shin, Administrative Manager  
Date 5/28/2025

Reviewed/Approved by Department  
*Georgina Yoshioka*  
Georgina Yoshioka, Director  
Date 5/29/2025

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
PREVENTION AND EARLY INTERVENTION

Actual Cost Contract (cost reimbursement)

Victor Community Support

Contractor Name: Services  
Region Fort Irwin Barstow Region  
Contract # RTP# 25-07  
Address: 1380 E. Lassen Avenue  
Chico, CA 95973  
Date Form Completed: 3/26/25  
Updated 4/11/25

FY 2024 - 2025  
July 1, 2025 to June 30, 2026

Prepared by: Matt Jafari  
Title: Financial Analyst

PEI County Program: Military Services and Family Support Project										
State Defined Program: Prevention and Early Intervention										
		Distribution			Prevention Services				TOTAL	
		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					
#	COMPONENTS									
1	EXPENSES									
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	TOTAL EXPENSES (2+3+5)	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$	225,000
7	AGENCY REVENUES									
8	PATIENT FEES								\$	-
9	PATIENT INSURANCE								\$	-
10	GRANTS/OTHER								\$	-
11	TOTAL AGENCY REVENUES (8+9+10)	\$ -	\$ -	\$ -	\$ -				\$	-
12	CONTRACT AMOUNT (6-11)	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$	225,000
13	FUNDING									
14	MHSA	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$	225,000
15	TOTAL FUNDING	\$ 11,250	\$ 67,500	\$ 22,500	\$ 123,750				\$	225,000
16	TARGET COST PER UNIT OF SERVICE (Minutes)	\$ 0.60	\$ 0.60							
17	UNITS OF TIME (Minutes)	\$ 18,842	\$ 113,054							
18	UNDULICATED PARTICIPANTS									
19	TOTAL UNDULICATED PARTICIPANTS	25	25	107	253					409
20	COST PER UNDULICATED PARTICIPANT	\$ 455.58	\$ 2,733.50	\$ 210.27	\$ 489.71				\$	550.00
21	SERVICES									
22	TOTAL SERVICES	49	247	115	724					1,136
23	COST PER TOTAL SERVICES	\$ 227.80	\$ 273.35	\$ 195.26	\$ 170.84				\$	198.08

APPROVED:

Angela Wleclert  
04/15/2025  
Thelma Rodriguez  
04/15/2025  
Jeanine Wymer  
04/15/2025

PROVIDER AUTHORIZED SIGNER (PRINT NAME) Andie Wleclert  
DBH FISCAL SERVICES (PRINT NAME) Thelma Rodriguez  
DBH PROGRAM MANAGER (PRINT NAME) Jeanine Wymer  
Director of Financial Analysis Administrative Supervisor I  
DBH FISCAL DBH FISCAL DBH PROGRAM MANAGER  
Roger Ma

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH

## Schedule B

## STAFFING DETAIL

FY 2024-2025

July 1, 2025 to June 30, 2026

(12 months)

Contractor Name: Victor Community Support Services  
Contract # RTP# 26-07

**Staffing Detail - Personnel (Includes Personal Services Contracts for Professional Services)**

**CONTRACTOR NAME:** Victor Community Support Services

[illegible]

**Detail of Fringe Benefits: Employee FICA: Medicare, Worker Compensation, Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits:**



SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

Contractor Name: Victor Community Support Services  
Region Fort Irwin Barstow Region  
Contract # RTP# 25-07  
Address: 1360 E Lassen Avenue  
Chico, CA 95973  
Date Form Completed: 3/26/25  
Updated 4/11/25

FY 2024 - 2025

Prepared by: Matt Jafari  
Title: Financial Analyst

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, 2025 to June 30, 2026

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
SUBTOTAL B:	\$62,547		\$0		\$62,547	0	62,547
GROSS TOTAL STAFFING AND OPERATING COSTS							\$225,000

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

FY 2024 - 2025

Contractor Name: Victor Community Support Services

Region Fort Irwin Barstow Region

Contract # RTP# 25-07

Address: 1380 E. Lassen Avenue

Chico, CA 95973

Date Form Completed: 3/26/25

Updated 4/1/25

Prepared by: Matt Jafari  
Title: Financial Analyst

**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, 2025 to June 30, 2026

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, craft supplies, therapeutic toys, snack packs, videos, games, nonprescription drugs, instructional supplies, and food provided to clients.
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 \$12,739 per month and allocated to each program based on relative percentage of compensation.
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 to cover the cost of staff travel related to service delivery, training, and meetings. The mileage reimbursement rate is reviewed and set by management annually. The annual rate will not exceed the IRS mileage reimbursement rate.
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.

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2024 - 2025

July 1, 2025 to June 30, 2026

Contractor Name: Victor Community Support Services  
Region: Fort Irwin Barstow Region  
Contract # RTP#25-07  
Address: 1360 E. Lassen Avenue  
Chico, CA 95973  
Date Form Completed: 3/29/25  
Updated 4/11/25

Year to Date Unduplicated Participant Count			
Early Intervention		Mental Health Promotion	Comm. Client Services
Case Management	MHS		Program
25	25	107	409

PEI County Program: Military Services and Family Support Project  
State Defined Program: Prevention and Early Intervention

Service Projections for:		Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	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
TOTAL		95	95	95	95	95	95	95	95	95	95	95	95	1136
Hours Projections for:		Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL
Early Intervention Services	Case Management	28	28	28	28	28	28	28	28	28	28	28	28	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
TOTAL		523	523	523	523	523	523	523	523	523	523	523	523	6,281
Cost Projections for:		Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	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
TOTAL		\$ 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





## 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 page. If a question does not apply respond N/A or Not Applicable.**

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.	Shared Management

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
Victor Community Support Services, Inc.	None	

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):
Victor Community Support Services, Inc.	None	

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
None	

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 ☒ If no, please skip Question No. 10.

Yes ☐ If yes, please continue to complete this form.

10. Name of Board of Supervisor Member or other County elected officer: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Date(s) of Contribution(s): \_\_\_\_\_

Amount(s): \_\_\_\_\_

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 understands that the individuals and entities 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 while award of this Contract is being considered and for 12 months after a final decision by the County.