



Contract Number

20-488- A-3

SAP Number

4400014179

Department of Behavioral Health

Department Contract Representative	Rebecca Lombard
Telephone Number	909-383-3978
Contractor	High Desert Child, Adolescent and Family Services Center, Inc.
Contractor Representative	Shannon Baird
Telephone Number	760-243-7151
Contract Term	July 1, 2020 – December 31, 2024
Original Contract Amount	\$1,949,499
Amendment Amount	\$ 161,150
Total Contract Amount	\$2,110,649
Cost Center	1018611000
Grant Number (If applicable)	N/A

THIS CONTRACT is entered into in the State of California by and between San Bernardino County, hereinafter called the County, and High Desert Child, Adolescent and Family Services Center, Inc. referenced above, hereinafter called Contractor.

IT IS HEREBY AGREED AS FOLLOWS:

WITNESSETH:

IN THAT CERTAIN **Contract No. 20-488** by and between San Bernardino County, a political subdivision of the State of California, and Contractor for Non-Residential Drug Court Services, which Contract first became effective July 1, 2020, the following changes are hereby made and agreed to, effective October 1, 2024:

- I. ARTICLE IV FUNDING, paragraphs K and L are hereby amended to read as follows:
 - K. The Contract amendment amount of \$161,150 shall increase the total contract amount from \$1,949,499 to \$2,110,649 for the contract term.
 - Fiscal Year 2024-2025 – Increase of \$161,150

- L. This amendment hereby revises Schedules A and B for FY 2024-2025 as set forth in Exhibit II. All previously approved schedules remain in effect.
- II. ARTICLE XV DURATION and TERMINATION, paragraph A is hereby amended to read as follows:
 - A. The term of this Agreement shall be from July 1, 2020 through December 31, 2024 inclusive.
- III. This amendment hereby adds Exhibit II Schedules A and B for FY 2024-2025.

- IV. All other terms, conditions and covenants in the basic agreement remain in full force and effect.
- V. This Agreement 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 Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (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 Agreement upon request.

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

High Desert Child, Adolescent and Family Services
Center, Inc.
(Print or type name of corporation, company, contractor, etc.)

By  _____
(Authorized signature - sign in blue ink)

Name Shannon Baird
(Print or type name of person signing contract)


Title Executive Director
(Print or Type)

Dated: _____

Address 16248 Victor Street
Victorville CA, 92395

FOR COUNTY USE ONLY

Approved as to Legal Form

 _____
Dawn Martin, Deputy County Counsel

Date _____

Reviewed for Contract Compliance

 _____
Ellayna Hoatson, Contracts Supervisor

Date _____

Reviewed/Approved by Department

 _____
Georgina Yoshioka, Director

Date _____

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SUBSTANCE USE DISORDER & RECOVERY SERVICES (SUDRS) - DRUG COURT SERVICES
Personnel Expense Detail

BUDGET PERIOD: 10/1/2024-12/31/2024

PROVIDER NAME:	High Desert Center	PREPARER:	Shannon Baird
FACILITY ADDRESS:	16241 Victor st.	DATE PREPARED:	8/21/2024
	Victorville		
PROVIDER NUMBER : (36XX)	3634		

Position Title	Full Time Annual Salary	Full Time Fringe Benefits	Total Full Time Salaries & Benefits	% / FTE of Total Salary & Benefits	Total Salaries and Benefits Charged to Contract Services
Counselor 1	\$ 61,440	\$ 6,144	\$ 67,584	100.0%	\$ 67,584
Counselor 1	\$ 61,440	\$ 6,144	\$ 67,584	20.0%	\$ 13,517
			\$ -		\$ -
			\$ -		\$ -
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TOTAL COST	\$ 81,101
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SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SUBSTANCE USE DISORDER & RECOVERY SERVICES (SUDRS) - DRUG COURT SERVICES
Budget Detail

BUDGET PERIOD: 10/1/2024-12/31/2024

PROVIDER NAME: High Desert Center

*Explain each expense by line item. Provide an explanation for determination of all figures (rate, duration, quantity, benefits, FTE, etc.). For example, show how indirect costs or overhead were calculated.

(1)	(2)	(3)
Schedule of Expenditures for Costs	Costs	Cost Assignment Explanations*
TOTAL SALARIES AND BENEFITS	\$ 81,101	

Equipment, Materials and Supplies		
Depreciation - Equipment		
Maintenance - Equipment		
Medical, Dental and Laboratory Supplies		
Membership Dues	\$ 99	Ratio and proportion allocated as a percentage of total cost
Rent and Lease Equipment	\$ 300	Ratio and proportion allocated as a percentage of total cost
Clothing and Personal Supplies		
Food		
Laundry Services and Supplies		
Small Tools and Instruments		
Training	\$ 200	Ratio and proportion allocated as a percentage of total cost
Miscellaneous Supplies		
Operating Expenses		
Communications	\$ 800	Ratio and proportion allocated as a percentage of total cost
Depreciation - Structures and Improvements		
Household Expenses	\$ 2,500	Ratio and proportion allocated as a percentage of total cost
Insurance	\$ 2,000	Ratio and proportion allocated as a percentage of total cost
Interest Expense		
Lease Property Maintenance, Structures, Improvements and Grounds		
Maintenance - Structures, Improvements, and Grounds	\$ 200	Ratio and proportion allocated as a percentage of total cost

Miscellaneous Expense		
Office Expense		
	\$ 3,000	Ratio and proportion allocated as a percentage of total cost
Publications and Legal Notices		
Rents & Leases - Land, Structure, and Improvements	\$ 6,000	Ratio and proportion allocated as a percentage of total cost
Taxes and Licenses		
	\$ 200	Ratio and proportion allocated as a percentage of total cost
Drug Screening and Other Testing	\$ 2,000	Ratio and proportion allocated as a percentage of total cost
Utilities	\$ 2,000	Ratio and proportion allocated as a percentage of total cost
Other		
Professional and Special Services		
Pharmaceutical		
Professional and Special Services	\$ 300	Ratio and proportion allocated as a percentage of total cost
Transportation		
Transportation	\$ 200	Ratio and proportion allocated as a percentage of total cost
Travel	\$ 100	Ratio and proportion allocated as a percentage of total cost
Gas, Oil, & Maintenance - Vehicles		
Rents & Leases - Vehicles		
Depreciation - Vehicles		
Other Costs		
Administrative Indirect Costs	\$ 1,000	10 percent of admin allocation for administrative, program manager, and executive director.
OTHER:	\$ 7,000	Medical Director
TOTAL OPERATING EXPENSES	\$ 27,899	
FEES/OTHER AGENCY REVENUE		
	\$ 2,850	Fees from clients

TOTAL EXPENDITURES	\$ 106,150
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SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SUBSTANCE USE DISORDER & RECOVERY SERVICES (SUDRS) - DRUG COURT SERVICES
SCHEDULE A - Proposed Budget
BUDGET PERIOD: 10/1/2024-12/31/2024

Contractor Name: High Desert Center Prepared by: Shannon Baird
Facility Address: 16241 Victor st. Title: Executive Director
Victorville Date Prepared: 8/21/2024
Provider Number (36xx): 3634

Service Level	FUNDING SOURCE	Drug Medi-Cal	Juvenile Drug Court	Drug Court	TOTAL
	Gross Expenses	\$ 98,225	\$ 7,925	\$ -	\$ 106,150
	Less Applicable Revenue				\$ -
	Net Expenses	\$ 98,225	\$ 7,925	\$ -	\$ 106,150
1.0	Outpatient Treatment				
	Cost - Individual Counseling	\$ 1,700	\$ 2,000		\$ 3,700
	Units of Service	74	87		161
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	Cost - Group Counseling	\$ 40,000	\$ 3,000		\$ 43,000
	Units of Service	1,739	130		1,870
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
2.1	Intensive Outpatient Treatment				
	Cost - Individual Counseling	\$ 12,525	\$ 400		\$ 12,925
	Units of Service	545	17		562
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	Cost - Group Counseling	\$ 6,000	\$ 1,150		\$ 7,150
	Units of Service	261	50		311
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	Case Management				
	Cost - Outpatient Case Management	\$ 2,000	\$ 1,000		\$ 3,000
	Units of Service	87	43		130
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	Cost - IOT Case Management	\$ 1,000	\$ 125		\$ 1,125
	Units of Service	43	5		49
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	Recovery Services				
	Cost - Individual Counseling	\$ 15,000	\$ 125		\$ 15,125
	Units of Service	652	5		658
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	Cost - Group Counseling	\$ 20,000	\$ 125		\$ 20,125
	Units of Service	870	5		875
	Interim Rate	\$ 23.00	\$ 23.00	\$ 0.00	\$ 23.00
	SUMMARY OF ALL SERVICES				
	Total Costs	\$ 98,225	\$ 7,925	\$ 0	\$ 106,150
	Units of Service	4,271	345	0	4,615

* Round Costs to nearest dollar

APPROVED:		
<u>Shannon Baird</u> <small>Shannon Baird (Aug 25, 2024 11:56 PM)</small>	Shannon Baird	Aug 25, 2024
PROVIDER AUTHORIZED SIGNATURE	PRINTED NAME	DATE
<u>Anthony Altamirano</u> <small>Anthony Altamirano (Aug 27, 2024 12:44 PM)</small>	Anthony Altamirano	Aug 27, 2024
DBH FISCAL SERVICES AUTHORIZED SIGNATURE	PRINTED NAME	DATE
<u>Matty Grounds</u> <small>Matty Grounds (Aug 27, 2024 09:43 PM)</small>	Matty Grounds	Aug 27, 2024
DBH PROGRAM MANAGER or DESIGNEE SIGNATURE	PRINTED NAME	DATE

Federal funds include:			
CFDA title	CFDA No.	Award Name	Federal Agency
Substance Abuse Prevention & Treatment Block Grant	93.959	SABG	SAMHSA
MediCal Asst Prgm	93.778	DMC	DHHS

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SUBSTANCE USE DISORDER & RECOVERY SERVICES (SUDRS) - DRUG COURT SERVICES
Personnel Expense Detail

BUDGET PERIOD: 10/1/2024-12/31/2024

PROVIDER NAME: High Desert Center
FACILITY ADDRESS: 58045 Business Center Dr. J,P,N
Yuca Valley
PROVIDER NUMBER : (36XX) 86BM

PREPARER: Shannon Baird
DATE PREPARED: 8/21/2024

Position Title	Full Time Annual Salary	Full Time Fringe Benefits	Total Full Time Salaries & Benefits	% / FTE of Total Salary & Benefits	Total Salaries and Benefits Charged to Contract Services
Counselor 1	\$ 61,440	\$ 6,144	\$ 67,584	50.0%	\$ 33,792
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			\$ -		\$ -

TOTAL COST	\$ 33,792
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SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SUBSTANCE USE DISORDER & RECOVERY SERVICES (SUDRS) - DRUG COURT SERVICES
Budget Detail

BUDGET PERIOD: 10/1/2024-12/31/2024

PROVIDER NAME: High Desert Center

*Explain each expense by line item. Provide an explanation for determination of all figures (rate, duration, quantity, benefits, FTE, etc.). For example, show how indirect costs or overhead were calculated.

(1)	(2)	(3)
Schedule of Expenditures for Costs	Costs	Cost Assignment Explanations*
TOTAL SALARIES AND BENEFITS	\$ 33,792	

Equipment, Materials and Supplies		
Depreciation - Equipment		
Maintenance - Equipment		
Medical, Dental and Laboratory Supplies		
Membership Dues	\$ 98	Ratio and proportion allocated as a percentage of total cost
Rent and Lease Equipment	\$ 300	Ratio and proportion allocated as a percentage of total cost
Clothing and Personal Supplies		
Food		
Laundry Services and Supplies		
Small Tools and Instruments		
Training	\$ 200	Ratio and proportion allocated as a percentage of total cost
Miscellaneous Supplies		
Operating Expenses		
Communications	\$ 800	Ratio and proportion allocated as a percentage of total cost
Depreciation - Structures and Improvements		
Household Expenses	\$ 2,500	Ratio and proportion allocated as a percentage of total cost
Insurance	\$ 2,000	Ratio and proportion allocated as a percentage of total cost
Interest Expense		
Lease Property Maintenance, Structures, Improvements and Grounds		
Maintenance - Structures, Improvements, and Grounds	\$ 200	Ratio and proportion allocated as a percentage of total cost

Miscellaneous Expense		
Office Expense	\$ 3,000	Ratio and proportion allocated as a percentage of total cost
Publications and Legal Notices		
Rents & Leases - Land, Structure, and Improvements	\$ 5,160	Ratio and proportion allocated as a percentage of total cost
Taxes and Licenses	\$ 200	Ratio and proportion allocated as a percentage of total cost
Drug Screening and Other Testing	\$ 2,000	Ratio and proportion allocated as a percentage of total cost
Utilities	\$ 2,000	Ratio and proportion allocated as a percentage of total cost
Other		
Professional and Special Services		
Pharmaceutical		
Professional and Special Services	\$ 300	Ratio and proportion allocated as a percentage of total cost
Transportation		
Transportation	\$ 200	Ratio and proportion allocated as a percentage of total cost
Travel	\$ 100	Ratio and proportion allocated as a percentage of total cost
Gas, Oil, & Maintenance - Vehicles		
Rents & Leases - Vehicles		
Depreciation - Vehicles		
Other Costs		
Administrative Indirect Costs	\$ 1,000	10 percent of admin allocation for administrative, program manager, and executive director.
OTHER:	\$ 4,000	Medical Director
TOTAL OPERATING EXPENSES	\$ 24,058	
FEES/OTHER AGENCY REVENUE	\$ 2,850	Fees from clients

TOTAL EXPENDITURES	\$ 55,000
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SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SUBSTANCE USE DISORDER & RECOVERY SERVICES (SUDRS) - DRUG COURT SERVICES
SCHEDULE A - Proposed Budget
BUDGET PERIOD: 10/1/2024-12/31/2024

Contractor Name:	High Desert Center	Prepared by:	Shannon Baird
Facility Address:	58945 Business Center Dr. J,P,N	Title:	Executive Director
	Yucca Valley	Date Prepared:	8/21/2024
Provider Number (36xx):	86BM		

Service Level	FUNDING SOURCE	Drug Medi-Cal	Juvenile Drug Court	Drug Court	TOTAL
	Gross Expenses	\$ 55,000	\$ -	\$ -	\$ 55,000
	Less Applicable Revenue				\$ -
	Net Expenses	\$ 55,000	\$ -	\$ -	\$ 55,000
1.0	Outpatient Treatment				
	Cost - Individual Counseling	\$ 1,700			\$ 1,700
	Units of Service	74			74
	Interim Rate	\$ 23.00	\$ 0.00	\$ 0.00	\$ 23.00
	Cost - Group Counseling	\$ 30,000			\$ 30,000
	Units of Service	1,304			1,304
2.1	Intensive Outpatient Treatment				
	Cost - Individual Counseling	\$ 3,000			\$ 3,000
	Units of Service	130			130
	Interim Rate	\$ 23.00	\$ 0.00	\$ 0.00	\$ 23.00
	Cost - Group Counseling	\$ 6,000			\$ 6,000
	Units of Service	261			261
	Case Management				
	Cost - Outpatient Case Management	\$ 1,000			\$ 1,000
	Units of Service	43			43
	Interim Rate	\$ 23.00	\$ 0.00	\$ 0.00	\$ 23.00
	Cost - IOT Case Management	\$ 500			\$ 500
	Units of Service	22			22
	Recovery Services				
	Cost - Individual Counseling	\$ 3,000			\$ 3,000
	Units of Service	130			130
	Interim Rate	\$ 23.00	\$ 0.00	\$ 0.00	\$ 23.00
	Cost - Group Counseling	\$ 9,800			\$ 9,800
	Units of Service	426			426
	SUMMARY OF ALL SERVICES				
	Total Costs	\$ 55,000	\$ 0	\$ 0	\$ 55,000
	Units of Service	2,391	0	0	2,391

* Round Costs to nearest dollar

APPROVED:		
<u>Shannon Baird</u> <small>Shannon Baird (Aug 25, 2024 11:57 PDT)</small>	Shannon Baird	Aug 25, 2024
PROVIDER AUTHORIZED SIGNATURE	PRINTED NAME	DATE
<u>Anthony Altamirano</u> <small>Anthony Altamirano (Aug 27, 2024 07:44 PDT)</small>	Anthony Altamirano	Aug 27, 2024
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<u>Matty Grounds</u> <small>Matty Grounds (Aug 27, 2024 06:43 PDT)</small>	Matty Grounds	Aug 27, 2024
DBH PROGRAM MANAGER or DESIGNEE SIGNATURE	PRINTED NAME	DATE

Federal funds include:			
CFDA title	CFDA No.	Award Name	Federal Agency
Substance Abuse Prevention & Treatment Block Grant	93.959	SABG	SAMHSA
MediCal Asst Prgm	93.778	DMC	DHHS