

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

**Contract Number**

16-405 A-4

SAP Number

4400009467

Department of Behavioral Health

Department Contract Representative	Tammi Phillips
Telephone Number	(909) 388-0860
Contractor	Mountain Counseling & Training, Inc.
Contractor Representative	Michael Beavers
Telephone Number	(909) 336-3330
Contract Term	July 1, 2016 – December 31, 2021
Original Contract Amount	\$2,100,000
Amendment Amount	\$255,000
Total Contract Amount	\$2,355,000
Cost Center	9206352200

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, hereinafter called the County, and Mountain Counseling & Training referenced above, hereinafter called Contractor.

IT IS HEREBY AGREED AS FOLLOWS:

WITNESSETH:

IN THAT CERTAIN **Contract No. 16-405** by and between the County of San Bernardino, a political subdivision of the State of California, and Contractor for wraparound mental health services, which Contract first became effective July 1, 2016, the following changes are hereby made and agreed to, effective July 1, 2021:

- I. ARTICLE IV Funding and Budgetary Restrictions, paragraph K is hereby amended to read as follows:
 - K. The maximum financial obligation under this contract shall not exceed \$360,000 per fiscal year for fiscal years 2016-17, 2017-18, and 2018-19 and shall not exceed \$510,000 for fiscal year 2019-20 and shall not exceed \$765,000 for fiscal year 2020-21. This amendment shall increase the total contract by \$255,000, from \$2,100,000 to \$2,355,000 for fiscal year 2021-2022. This amendment hereby adds the Comprehensive Children and Family Support Services (CCFSS) Schedules A and B for fiscal year 2021-22. All previously approved schedules remain in effect.

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

A. The term of this Agreement shall be from July 1, 2016 through December 31, 2021 inclusive.

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III. All other terms, conditions and covenants in the basic agreement remain in full force and effect.

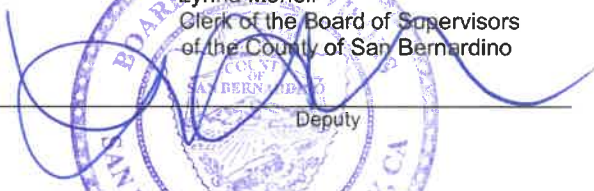
This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether 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.

COUNTY OF SAN BERNARDINO

► 
Curt Hagman, Chairman, Board of Supervisors

Dated: **MAY 18 2021**

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

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

By 
Deputy



Mountain Counseling & Training, Inc.

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

By 
7BD9F185A0444A (Authorized signature - sign in blue ink)

Name Michael Beavers
(Print or type name of person signing contract)

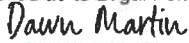
Title CEO
(Print or Type)

Dated: 5/6/2021

Address 340 Highway 138
Crestline, CA 92325

FOR COUNTY USE ONLY

Approved as to Legal Form

► 
8ED744A7697D47B
Dawn Martin, Deputy County Counsel

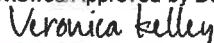
Date 5/6/2021

Reviewed for Contract Compliance

► 
7F23C1A05B04B75
Natalie Kesse, Contracts Manager

Date 5/6/2021

Reviewed/Approved by Department

► 
B128EE1A85354BD
Veronica Kelley, Director

Date 5/10/2021

SCHEDULE A

SCHEDULE A - Planning Estimates

Actual Cost Contract (cost reimbursement)

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH

Contractor Name: Mountain Counseling & Training, Inc.
Provider # 02028
Contract/RFP: 16-405 A3
Address: 340 Highway 138
Crestline, CA 92325-6300
Date Form Completed: 9/15/2020

CCFSS/ Success First Wraparound

FY 2021 - 2022

July 1, 2021 - December 31, 2021 (6 Month)

Prepared by: Stephen Tilden
Title: Chief Financial Officer

Mountains to Arrowhead- Success First/Early Wrap

LINE	MODE OF SERVICE	15- Case Management (01-06,08-09)	15-Outpatient Intensive Care Coordination (07)	15-Outpatient Mental Health Services (10-50)	15-Outpatient Intensive Home Based Services (57)	15-Outpatient TBS (58)	15-Outpatient Medication Support (60)	15-Outpatient Crisis Intervention (70)	Client Flexible Support (72)	60 - Support Other Non-Med- Cal Client Support (78)	TOTAL
1	100% Distribution %	8.50%	11.00%	62.50%	12.00%	2.00%	0.00%	0.50%	4.00%	1.50%	
2	SALARIES	10,798	18,257	103,730	19,916	3,319	0	830		2,490	159,330
3	BENEFITS	2,158	3,651	20,746	3,983	664	0	166		498	31,865
4	OPERATING EXPENSES	12,946	21,908	124,477	23,900	3,983	0	996	0	2,987	160,299
5	TOTAL EXPENSES (2+3+4)	4,147	7,018	39,878	7,656	1,276	0	319	2,552	957	63,804
6	PATIENT FEES	17,093	28,926	164,354	31,556	5,259	0	1,315	2,552	3,944	255,000
7	PATIENT INSURANCE										0
8	MEDI-CARE										0
9	GRANTS/OTHER										0
10	TOTAL AGENCY REVENUES (6+7+8+9)	0	0	0	0	0	0	0	0	0	0
11	CONTRACT AMOUNT (5-10)	17,093	28,926	164,354	31,556	5,259	0	1,315	2,552	3,944	255,000
12	MEDI-CAL (FFP)	5,982	10,124	57,524	11,045	1,841	0	460	0	0	86,976
13	EPSDT (2011 REALIGNMENT)	4,311	7,296	41,452	7,959	1,326	0	332	0	0	62,676
14	MHSA MATCH-	1,672	2,828	16,072	3,085	515	0	128	0	0	24,300
15	MHSA FUNDING	5,128	8,678	49,306	9,467	1,578	0	394	2,552	3,944	81,048
16	AB2726	0	0	0	0	0	0	0	0	0	0
17	REALIGNMENT - NET COUNTY	0	0	0	0	0	0	0	0	0	0
18											0
19	FUNDING TOTAL	17,093	28,926	164,354	31,556	5,259	0	1,315	2,552	3,944	255,000
20	NET COUNTY FUNDS (Local Cost) MUST = ZERO										0
21	STATE FUNDING (Including Realignment)	11,111	18,802	106,830	20,511	3,418	0	855	2,552	3,944	168,024
22	FEDERAL FUNDING	5,982	10,124	57,524	11,045	1,841	0	460	0	0	86,976
23	TOTAL FUNDING	17,093	28,926	164,354	31,556	5,259	0	1,315	2,552	3,944	255,000
24	SCHEDULE OF MAXIMUM ALLOWANCES (CCR)	2,20	2,20	2,99	2,99	2,99	5,58	4,20	1,00	1,00	1,00
25	TARGET COST PER UNIT OF SERVICE	1,90	1,90	2,57	2,57	2,45	0,00	4,02	1,00	1,00	1,00
26	UNITS OF TIME (Minutes)	9,015	15,257	61,463	11,801	2,145	0	327			100,010

SCHEDULE B

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH

STAFFING DETAIL

Schedule B

FY 2021 - 2022

July 1, 2021 - December 31, 2021 (6 Month)

Mountains to A rowhead/Success First

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

CONTRACTOR NAME: Mountain Counseling & Training, Inc.

Name	Degree/ License	Position Title	Full Time Annual Salary	Full Time Fringe Benefits*	Total Full Time Salaries & Benefits*	% Cost Allocated Contract Services	Total Salaries and Benefits Charged to Contract Services (6 Month)	Budgeted Hours of Contract Services (6 Month)	Total Salaries Charged to Contract (6 Month)	Total Benefits Charged to Contract (6 Month)
TBD	AS	Family Specialist	36,000	7,200	43,200	25.00%	5,400	490	4,500	900
TBD	BA	Family Specialist	36,000	7,200	43,200	25.00%	5,400	490	4,500	900
Tyler Glenn	BA	Family Specialist	36,000	7,200	43,200	25.00%	5,400	490	4,500	900
Leona Chen	MA	Family Specialist	36,000	7,200	43,200	25.00%	5,400	490	4,500	900
Kelly Gmeiner-Trisotto	MA	Program Manager	50,000	10,000	60,000	36.00%	10,800	706	9,000	1,800
TBD	BS	Sr Prog Coordinator	37,500	7,500	45,000	36.00%	8,100	706	6,750	1,350
Amy Johnson		Prog. Coord/Office Assistant	32,500	6,500	39,000	36.00%	7,020	706	5,850	THE FOLL
Erin Martinez	BA	Prog. Coord/Office Assistant	32,500	6,500	39,000	36.00%	7,020	706	5,850	1,170
TBD	LMFT	Interim Lead Clinician	52,500	10,500	63,000	36.00%	11,340	706	9,450	1,890
TBD	AMFT/APCC/ACSW	Licensed Clinician	50,000	10,000	60,000	36.00%	10,800	706	9,000	1,800
Susie Gamboa	AMFT	PreLicensed Clinician	47,500	9,500	57,000	48.00%	13,680	941	11,400	2,280
TBD	AMFT/APCC/ACSW	PreLicensed Clinician	47,500	9,500	57,000	100.00%	28,500	1,960	23,750	4,750
Joelle Jacobs	AMFT	PreLicensed Clinician	47,500	9,500	57,000	48.00%	13,680	941	11,400	2,280
TBD	AMFT/APCC/ACSW	PreLicensed Clinician	47,500	9,500	57,000	48.00%	13,680	941	11,400	2,280
Michael Beavers	LMFT	Clinical Director	90,000	18,000	108,000	14.40%	7,776	282	6,480	1,296
Rhonda Boss	LMFT	Clinical Supervisor	75,000	15,000	90,000	36.00%	16,200	706	13,500	2,700
Kelly Simione		Parent Partner/Case Manager	35,000	7,000	42,000	100.00%	21,000	1,960	17,500	3,500
							159,330		159,330	31,866

TOTAL COST:	191,196	95,598
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Detail of Fringe Benefits: Employer FICA/Medicare, Workers Comp
Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits

* = Sub-Contracted Person listed on Schedule "A" Planning as operating expenses, not salaries & benefits.

SCHEDULE B

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

Prepared by: Stephen Tilden
Title: Chief Financial Officer

FY 2021 - 2022

Contractor Name: Mountain Counseling & Training, Inc.
Provider # 02028
Contract/RFP# 16-405 A3
Address: 340 Highway 138
Crestline, CA 92325-6300

Success First
"Mountains to Arrowhead"

Date Form Completed: 9/15/2020

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, 2021 - December 31, 2021 (6 Month)

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO PROGRAM	TOTAL COST TO PROGRAM	Budget Revision	
						Request Change	Revised Budget
1 External Database Fee (.26% of Contract)	\$1,326	0%	\$0	100%	\$663	0	663
2 Building Rent	\$29,200	71.0%	\$20,732	29.00%	\$4,234		4,234
3 Building Maintenance	\$18,500	71.0%	\$13,135	29.00%	\$2,683		2,683
4 Telephone & Internet	\$900	71.0%	\$639	29.00%	\$131		131
5 Program Specific costs	\$7,500	0.0%	\$0	100.00%	\$3,750		3,750
6 Cel Phone-Usage/Access	\$7,900	71.0%	\$5,609	29.00%	\$1,146		1,146
7 Utilities	\$6,500	71.0%	\$4,615	29.00%	\$943		943
8 Equipment	\$25,600	71.0%	\$18,176	29.00%	\$3,712		3,712
9 Office Supplies	\$15,000	71.0%	\$10,650	29.00%	\$2,175		2,175
10 Professional Outside Services	\$22,035	71.0%	\$15,645	29.00%	\$3,195		3,195
11 Interest & Bank Charges	\$13,500	71.0%	\$9,585	29.00%	\$1,958		1,958
12 Insurance	\$3,886	71.0%	\$2,759	29.00%	\$563		563
13 Training, Development, & Resources	\$11,500	71.0%	\$8,165	29.00%	\$1,668		1,668
14 Travel & Mileage	\$18,700	71.0%	\$13,277	29.00%	\$2,712		2,712
15 Dues & Subscriptions	\$4,900	71.0%	\$3,479	29.00%	\$711		711
16 Business Support Services	\$17,800	71.0%	\$12,638	29.00%	\$2,581		2,581
17 General & Administrative (NTE 15%)	\$61,965	0.0%	\$0	100.0%	\$30,983		30,983
SUBTOTAL B:	\$266,712		\$139,104		\$63,804		63,804
GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:					\$255,000		

SCHEDULE B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B (SF-EW)
BUDGET NARRATIVE
FY 2021-2022

Contractor Name: Mountain Counseling & Training, Inc.
Contract # 18-405
Address: 340 Hwy 138
Cresline, CA 92325-4300
Date Form Completed: 9/15/2020
Updated

Prepared by: Stephen Tilden
Title: CFO

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, 2021 - December 31, 2021

ITEM		Justification of Cost
1	External Database Fee (.26% of Contract)	Participation in external database is a required aspect of program to facilitate focus of treatment services and reporting of outcomes.
2	Building Rent	Lease/rent for office space. Base rent of \$2187 per month with annual increases of 5%.
3	Building Maintenance	Repairs/improvements related to facility (including landscaping/exterior maintenance, pest control, phone/data infrastructure repair/installation costs), snow removal.
4	Telephone & Internet	Phone and internet costs (landline and internet access).
5	Program Specific costs	Normally unallowed cost specifically permitted in contract. (client incentives, community outreach)
6	Cell Phone—Usage/Access	Cell Phone costs related to monthly usage (access, governmental fees, etc.).
7	Utilities	Utilities (sanitation , water, gas , trash collection, electric, security, etc.).
8	Equipment	Computers, phones, furniture, copier, printers, related technology (maintenance and purchase). Cell phone equipment purchase costs. Depreciation
9	Office Supplies	Office supplies, computer supplies, postage.
10	Professional Outside Services	Review and/or auditing costs (use of external audit/consulting firm to ensure fidelity to Generally Accepted Accounting Practices and Dept. of Health and Human Services regulations/requirements). Allowable legal costs. Payroll processing service.
11	Interest	Interest on credit lines for daily operations due to timing of county payments.
12	Insurance	Insurance costs including: liability, Directors & Officers insurance, includes all required/recommended county coverages such as auto, cyber-, sexual misconduct, etc.
13	Training, Development, & Resources	Program-related consultants, external and internal staff development and training costs, includes mandatory County trainings (CPR, First Aid, HIPAA) and program-related trainings such as program-specific best practices, certification training required for classes, and clinical resources.
14	Travel & Mileage	Reimbursement to employees for use of owned vehicles, travel/accommodation related to program-related workshops, leased car (if applicable). Based on IRS rates at 7/1/18 and adjusted quarterly if IRS rates change.
15	Dues & Subscriptions	program-related professional/organizational memberships.
16	Business Support Services	Monthly Electronic Health Records costs, Information Technology consulting support and other costs related to use of technology, includes software subscription costs
17	General & Administrative (NTE 15%)	Includes Executive (e.g. CEO, CFO, HRD, Admn Asst) administrative salaries and wages and related taxes and benefits. Indirect admin. costs will not exceed 15% of direct costs.

SCHEDULE B

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B
FY 2021 - 2022

Contractor Name: Mountain Counseling & Training, Inc.
 Provider # 02028
 Contract/RFP# 16-405 A3
 Address: 340 Highway 138
 Crestline, CA 92325-6300
 Date Form Completed: 9/15/2020
 Date Form Revised: 2/5/20

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

Projected Revenue Generated by Service Type														Clients Served		
MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Required Productivity (based on 168 hours per month per FTE)	Case Mgmt (01-09)	Intensive Care Coordination (07)	Mental Health Services (10-50)	Intensive Home Based Services (57)	TBS (58)	Medication Support (60)	Crisis Intervention (70)	Starting Census		Monthly Census			
											Admissions (Episodes Opened)	Discharges (Episodes Closed)				
Jul-19	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	2	2	7			
Aug-19	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	3	2	8			
Sep-19	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	4	1	11			
Oct-19	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	4	2	13			
Nov-19	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	5	2	16			
Dec-19	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	3	1	18			
Jan-20	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	5	2	21			
Feb-20	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	5	3	23			
Mar-20	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	5	4	24			
Apr-20	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	4	3	25			
May-20	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	3	2	26			
Jun-20	8,334	3.66	23%	\$1,424	\$2,411	\$13,696	\$2,630	\$438	\$0	\$110	1	4	23			
TOTAL	100,010			\$17,093	\$28,926	\$164,354	\$31,556	\$5,259	\$0	\$1,315	44	28				
Total Revenue										\$248,503	Unduplicated Clients Served			51		
										Est. Medi-Cal Cost Per Client:	\$4,873					
										Est. Non-Medi-Cal Cost Per Client:	\$127					
										Est. Total Cost Per Client:	\$5,000					