

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

**Contract Number****18-347-A-3****SAP Number****4400008353**

Department of Behavioral Health

Department Contract Representative	Jesus Maciel
Telephone Number	909-388-0887
Contractor	Lutheran Social Services of Southern California
Contractor Representative	LaSharnda Beckwith
Telephone Number	(714) 485-8493
Contract Term	July 1, 2018 – September 30, 2024
Original Contract Amount	\$5,152,278
Amendment Amount	\$249,299
Total Contract Amount	\$5,401,577
Cost Center	9203212200

THIS AMENDMENT is entered into in the State of California by and between San Bernardino County, hereinafter called the County, and Lutheran Social Services of Southern California referenced above, hereinafter called Contractor.

IT IS HEREBY AGREED AS FOLLOWS:**WITNESSETH:**

IN THAT CERTAIN **Contract No. 18-347** by and between San Bernardino County, a political subdivision of the State of California, and Contractor for 0-5 Comprehensive Treatment Services (CTS): Screening, Assessment, Referral and Treatment (SART) and Early Intervention and Identification Services (EIS), which Contract first became effective July 1, 2018, the following changes are hereby made and agreed to:

- I. ARTICLE IV FUNDING AND BUDGETARY RESTRICTIONS, paragraphs E and K are hereby amended, and paragraph L is hereby added to read as follows:
 - E. County will take into consideration requests for changes to Contract funding, within the existing contracted amount. All requests must be submitted in writing by Contractor to DBH Fiscal no later than March 1 for the operative fiscal year. Requests must be addressed to the Fiscal Designee written on organizational letterhead, and include an explanation of the revisions being requested.

- K. The Contract amendment amount of \$249,299 shall increase the total contract amount from \$5,152,278 to \$5,401,577 for the contract term.
 - L. The allowable funding sources for this Contract may include: the Children and Families Commission for San Bernardino County (First 5), Federal Financial Participation Medi-Cal, and Mental Health Services Act Prevention and Early Intervention funds.
- 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, 2018, through September 30, 2024 inclusive.
- III. ARTICLE XVI PERSONNEL, paragraphs L and M are hereby added to read as follows:
- L. Executive Order N-6-22 Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>), as well as any sanctions imposed under state law (<https://www.dgs.ca.gov/OLS/Ukraine-Russia>). The EO directs state agencies and their contractors (including by agreement or receipt of a grant) to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should it be determined that Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. Contractor shall be provided advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the County.
 - M. Campaign Contribution Disclosure (SB 1439)

Contractor has disclosed to the County using Attachment III - Campaign Contribution Disclosure Senate Bill 1439, whether it has made any campaign contributions of more than \$250 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 \$250 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. This amendment hereby adds ATTACHMENT III "Campaign Contribution Disclosure Form" (SB 1439).

V. All other terms, conditions and covenants in Contract No. 18-347 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 Amendment. 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.

SAN BERNARDINO COUNTY

Dawn Rowe

Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 25 2024

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 *Georgina Yoshioka*
Deputy



LUTHERAN SOCIAL SERVICES OF SOUTHERN CALIFORNIA

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

By *LaSharnda Beckwith*

(Authorized signature - sign in blue ink)

Name LaSharnda Beckwith

(Print or type name of person signing contract)

Title 6/17/2024

(Print or Type)

Dated: 6/17/2024

Address 32770 Old Woman Springs Rd., Ste 100
Lucerne Vally, CA. 92356

FOR COUNTY USE ONLY

Approved as to Legal Form

Dawn Martin

Dawn Martin, Deputy County Counsel

Date 6/17/2024

Reviewed for Contract Compliance

Ellayna Hoatson

Ellayna Hoatson, Contracts Supervisor

Date 6/17/2024

Reviewed and Approved by Department

Georgina Yoshioka

Georgina Yoshioka, Director

Date 6/17/2024

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH

Early Identification and Intervention Services (EIIS)

Contractor Name: Lutheran Social Services

Actual Cost Contract (cost reimbursement)

Provider RU #

Contract/RFP#

Address:

FY 2024 - 2025
July 1, 2024 - September 30, 2024

Prepared by: Tawanda Counts
Title:

Date Form Completed:
Date Form Revised:

LINE #	MODE OF SERVICE	Early Intervention Services					Prevention Services			TOTAL
		Case Mgmt and ICC (01-09)	Mental Health Services (10-50)	Intensive Home Based Services (57)	Medication Support (60)	Crisis Intervention (70)	Client Flexible Support (72)	Non-Medi-Cal Client Support (78)		
1	Distribution %	7.00%	82.87%	0.01%	0.01%	0.01%	0.00%	10.00%		
1	Distribution %	7.00%	89.97%	0.01%	0.01%	0.01%	0.00%	3.00%		
EXPENSES										
2	SALARIES	8,104	96,050	12	12	12		11,576		115,765
3	BENEFITS	1,982	23,487	3	3	3		2,831		28,308
(2+3 must equal total staffing costs)										
4	OPERATING EXPENSES	10,085	119,537	14	14	14		14,407		144,072
5	TOTAL EXPENSES (2+3+4)	7,368	94,672	11	11	11		3,157		105,227
6	PATIENT FEES	17,451	214,209	25	25	25		17,564		249,299
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
11	CONTRACT AMOUNT (5-10)	17,451	214,209	25	25	25		17,564		249,299
FUNDING										
12	MEDI-CAL (FFP)	8,614	105,735	12	12	12				114,366
13	PEI Matching Funds (BHSA)	8,614	105,735	12	12	12				114,366
14	Provider Matching Funds (if applicable)	0	0	0	0	0				0
15	FIRST-5 (Non-Medi-Cal)	223	2,740	0	0	0				20,528
16	FUNDING TOTAL	17,451	214,209	25	25	25		17,564		249,299
17	NET COUNTY FUNDS (Local Cost)	0	0	0	0	0		0		0
18	STATE FUNDING (Including Realignment)	8,614	105,735	12	12	12				114,366
19	AGENCY FUNDING (non-DBH)	0	0	0	0	0				0
20	FEDERAL FUNDING	8,837	108,474	13	13	13		17,564		134,913
21	TOTAL FUNDING	17,451	214,209	25	25	25		17,564		249,299
22	TARGET COST PER UNIT OF SERVICE	\$0.49	\$0.63	\$0.66	\$1.24	\$0.93				
23	UNITS OF TIME (Days (Mode 05) / Minutes (Mode 15))	35,703	337,645	38	20	27				373,433
24										0
25										0

APPROVED: _____

PROVIDER AUTHORIZED SIGNATURE: Anthony Altamirano DATE: May 21, 2024

PROVIDER AUTHORIZED SIGNER (PRINT NAME): Anthony Altamirano

DBH FISCAL SERVICES (PRINT NAME): DBH FISCAL SERVICES

PROVIDER AUTHORIZED SIGNATURE: Timothy E. Hougren, Ph.D. DATE: May 21, 2024

PROVIDER AUTHORIZED SIGNER (PRINT NAME): Timothy E. Hougren, Ph.D.

DBH FISCAL SERVICES (PRINT NAME): DBH FISCAL SERVICES

PREPARED BY: Michael Guerrero

DBH FISCAL SERVICES

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

FY 2024 - 2025

Contractor Name: Lutheran Social Services
 Provider RU# _____
 Contract/RFP# _____
 Address: _____

Prepared by: Tawanda Counts
 Title: _____

Date Form Completed: _____

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, 2024 - September 30, 2024

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO PROGRAM	TOTAL COST TO PROGRAM
1 Supportive Services	\$9,420	0%	\$0	100%	\$9,420
2 Emergency Assistance	\$10,463	0%	\$0	100%	\$10,463
3 Equipment Rental	\$0	0%	\$0	100%	\$0
4 Information Tech Costs	\$110,250	95%	\$104,738	5%	\$5,513
5 Insurance	\$47,833	95%	\$45,441	5%	\$2,392
6 Maintenance	\$7,305	0%	\$0	100%	\$7,305
7 Misc - Adv, Bank, Printing, Postage, Employee	\$0	0%	\$0	100%	\$0
8 Office & Program Supplies	\$9,145	0%	\$0	100%	\$9,145
9 Professional/Contract Costs	\$126	0%	\$0	100%	\$126
10 Rent	\$17,049	54%	\$9,206	46%	\$7,843
11 Staff Travel/Meetings/ Trainings & Mileage	\$11,318	0%	\$0	100%	\$11,318
12 Taxes & Licenses, Dues & Subscriptions	\$0	0%	\$0	100%	\$0
13 Telephone & Utilities	\$13,543	0%	\$0	100%	\$13,543
14 Vehicle Expense	\$28,160	0%	\$0	100%	\$28,160
15 Depreciation	\$0	0%	\$0	100%	\$0
16		100%	\$0		\$0
54		100%	\$0		\$0
55		100%	\$0		\$0
SUBTOTAL B:	\$264,612		\$159,385		\$105,227
GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:					\$249,299

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

Contractor Name: Lutheran Social Services
 Provider RU# _____
 Contract/RFP# _____
 Address: _____

Prepared by: Tawanda Counts
 Title: _____

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.

Date Form Completed: _____

July 1, 2024 - September 30, 2024

ITEM	Justification of Cost
1 Supportive Services	Federal allowable indirect admin costs (LSS approved by DBH for 19.0%)
2 Emergency Assistance	Direct Allocation: Client flex funds - any expenses spent on behalf of a client or client's family.
3 Equipment Rental	FTE Allocation: This includes operating lease payments for any kind of rented equipment such as copiers, phones, postage meters, etc. It will not include auto lease payments (see vehicle expense).
4 Information Tech Costs	FTE and Direct Allocations: This includes all IT related costs including costs associated with maintenance of servers, trouble tickets for computer & laptop issues, web hosting fees, software and hardware upgrades/maintenance, etc.
5 Insurance	FTE Allocation: This includes insurance for professional liability, commercial, directors and officers, volunteer, auto, and excess/umbrella, insurance. It excludes health insurance and other employee insurances.
6 Maintenance	FTE Allocation: This includes all building maintenance costs & expenses. It can include parts for buildings, cleaning services, contracted fees for independent labor to fix/maintain building property and premises, etc. Building maintenance to individual programs is determined based upon the programs square footage/usage it occupies, which can vary from month to month.
7 Misc - Adv, Bank, Printing, Postage, Employee Exp	DTE and Direct Allocation: This includes costs for advertising (cost of being in yellow pages, advertising for vacant positions, or advertising for achievement of program specific goals (if applicable)), bank charges, interest on loans (if allowable under OMB), printing (flyers/brochures, etc), postage, pre-employment costs (livescan and TB testing), employee morale & safety expenses, and food expenses. Food expenses include food for staff while traveling and food for meetings if deemed necessary.
8 Office & Program Supplies	Direct and FTE Allocations: This includes expendable office, program, janitorial, and household supplies such as pens, paper, folders, videos, testing materials, books, toys for therapy, craft supplies, cleaners, bleaches, TP, papertowels, plates, cups, water, etc. This also includes equipment, furniture & fixtures, etc. that individually do not meet LSS capitalization policy requirements of \$1,000 and an estimated useful life of 3 years or more.
9 Professional/Contract Costs	Direct Allocation: This includes services for expenses such as the annual audit, legal fees, etc. Occupational Therapy Cost listed on Staff page as she provides direct services and needs to be counted in service projections.
10 Rent	FTE Allocations: This includes rent expense for real property. Rent for tangible property will be in equipment rental. Rent to individual programs is determined based upon the programs square footage/usage it occupies, which can vary from month to month.
11 Staff Travel/Meetings/ Trainings & Mileage	
12 Taxes & Licenses, Dues & Subscriptions	FTE and Direct Allocations: This includes costs such as monthly subscriptions, property taxes and other governmental non-penalty fees assessed, and m
13 Telephone & Utilities	FTE and Direct Allocations: This includes costs for utilities & telephone, such as cable, electric, gas, internet, phone & T1 lines, etc. Utilities & telephone
14 Vehicle Expense	Direct Allocations: This includes all vehicle related expenses such as leases, R&M, gas, car washes, etc.
15 Depreciation	This includes costs for depreciation expense. Items depreciated include furniture & fixtures, vehicles, equipment, etc.
16	
17	
54	
55	

**SAN BERNARDINO COUNTY
DEPARTMENT OF BEHAVIORAL HEALTH
SCHEDULE B
FY 2024 - 2025
Service Projections (Mode 15)**

Contractor Name: Lutheran Social Services
 Provider RU#
 Contract/RFP#
 Address:
 Date Form Completed:
 Date Form Revised:

Productivity Expectation: 60%
 Agency Per Min Rates: CM Rate per Min. \$2.20 MHS Rate/Min \$2.99 MSS Rate/Min \$5.56 Crisis Rate/Min \$4.20
 Target Cost Per Unit of Service \$0.49 \$0.63 \$1.24 \$0.93

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Case Management and ICC (01-09)	Projected Revenue Generated by Service Type					Clients Served		
				Mental Health Services (10-50)	Intensive Home Based Services (57)	Medication Support (60)	Crisis Intervention (70)	Admissions (Episodes Opened)	Discharges (Episodes Closed)	Starting Census	Monthly Census
Jul-22	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	2	1	14
Aug-22	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	2	1	15
Sep-22	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	4	1	18
Oct-22	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	4	1	21
Nov-22	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	4	1	24
Dec-22	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	4	1	27
Jan-23	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	5	1	31
Feb-23	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	5	1	35
Mar-23	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	5	1	39
Apr-23	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	5	1	43
May-23	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	5	1	47
Jun-23	124,478	7.70	\$5,817	\$71,403	\$8	\$8	\$8	\$8	2	1	48
TOTAL	373,433		\$17,451	\$214,209	\$25	\$25	\$25	\$25	47	12	60
Total Revenue								\$231,735	Unduplicated Clients Served	60	
Estimated Cost Per Client:								\$3,862			

15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	TOTAL
Case Management	Mental Health Services	Medication Support Services	Crisis Intervention			
35,703	337,682	20	27			373,433
2975	28140	2	2			31119
99	933	0	0			1032
1.64	15.55	0.00	0.00			17.19

Total Minutes of Services

Total Monthly Minutes of Services (Average)

Dosage (minutes) per client per month

Dosage (hours) per client per month

Total Hours Per Unduplicated Client for Duration of the Program: 0.00

Avg Monthly Census	30
Expected Length of Program (months)	



ATTACHMENT III

Campaign Contribution Disclosure (SB 1439)

DEFINITIONS

Actively supporting 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: Lutheran Social Services of Southern California
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: _____
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): _____
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
N/A	N/A

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
N/A	N/A	N/A

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):
N/A	N/A	N/A

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
N/A	N/A

9. Was a campaign contribution, of more than \$250, 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/County elected officer 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 \$250 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.