

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

**May 5, 2026**

**FROM**

**ARLENE MOLINA, Director, Preschool Services Department**

**SUBJECT**

Amendment to Contract with Loma Linda University, Department of Occupational Therapy, for Occupational Therapy Consultation Services

**RECOMMENDATION(S)**

Approve **Amendment No. 2 to Contract No. 23-524** with Loma Linda University, Department of Occupational Therapy, revising the contract invoicing terms, with no change to the contract amount of \$1,370,000 or to the total contract period of July 1, 2023 through June 30, 2028.

(Presenter: Arlene Molina, Director, 383-2078)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

This item will not result in the use of Discretionary General Funding (Net County Cost). The contract amount of \$1,370,000 for occupational therapy consultation services of which approximately \$1,100,000 is funded by the Administration for Children and Families and approximately \$270,000 is funded by the Mental Health Services Act, through an existing Memorandum of Understanding with the Department of Behavioral Health. Adequate appropriation and revenue have been included in the Preschool Services Department (PSD) 2025-26 budget and will be included in future recommended budgets

**BACKGROUND INFORMATION**

PSD operates the Early Head Start, Early Head Start-Child Care Partnership, Head Start, State General Child Care and Development, and State Preschool programs. These programs provide education, health, nutrition, cognitive, social/emotional, physical growth and development, and parent involvement services for children ages zero to five years of age with the overall goal of increasing family engagement and the school readiness of young children in economically disadvantaged families.

On June 13, 2023 (Item No. 49), the Board of Supervisors (Board) approved Contract No. 23-524 with Loma Linda University, Department of Occupational Therapy (LLU), in the amount of \$274,000, to provide occupational therapy consultation services for the contract period of July 1, 2023, through June 30, 2026.

On January 28, 2025 (Item No. 36), the Board approved Amendment No. 1 to Contract No. 23-524 with LLU to provide occupational therapy consultation services, increasing the contract

**Amendment to Contract with Loma Linda University, Department of Occupational Therapy, for Occupational Therapy Consultation Services  
May 5, 2026**

amount by \$1,096,000, from \$274,000 to \$1,370,000, and extending the contract period by an additional two years, for a total contract period of July 1, 2023 through June 30, 2028

Approval of this item will change the contract language regarding invoices to better align with standard County practices. Invoices will be submitted on a monthly basis, rather than a quarterly basis. This change is a result of a desk audit conducted by the Human Services Administration Fiscal Monitoring Unit, which determined that the current contract language relating to invoicing did not accurately reflect the nature of the services.

LLU's performance will continue to be monitored by review of monthly reports to ensure compliance with the administrative, fiscal, and program requirements of the contract. LLU will cooperate with the County in the monitoring and evaluation of this contract and comply with all established reporting requirements. The contract may be terminated without cause by the County with 30 days' written notice.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services (Lisa Rivas-Ordaz, Contracts Manager, 388-0222) on March 23, 2026; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on March 26, 2026; and County Finance and Administration (Allegra Pajot, Administrative Analyst, 388-0218) on April 19, 2026.

**Amendment to Contract with Loma Linda University, Department of  
Occupational Therapy, for Occupational Therapy Consultation Services  
May 5, 2026**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman   Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: May 5, 2026



cc:   PSD - Zamets w/agree  
      Contractor - c/o PSD w/agree  
      File - w/agree  
MBA  05/7/2026