

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

**December 7, 2021**

**FROM**

**TRACY REECE, Chief Probation Officer, Probation Department**

**SUBJECT**

**Amendment to Standard Contract Template for Counseling Services Provided to Juveniles**

**RECOMMENDATION(S)**

1. Approve Amendment No. 3, effective December 7, 2021, updating the standard contract template to provide services to Youthful Offenders ages 18 to 23, with no change to the contract term and no change to the total aggregate contract amount of \$1,650,000.
2. Authorize the Purchasing Agent to execute individual contract amendments for counseling services to Youthful Offenders ages 18 to 23, not to exceed \$300,000 per agency, effective December 7, 2021 through June 30, 2022, for the following 10 agencies:
  - a. Lutheran Social Services of Southern California (Contract No. 4400004868)
  - b. Institute of Advanced Studies/New Horizons Counseling (Contract No. 4400004874)
  - c. Carol Voll (Contract No. 4400004882)
  - d. Lighthouse Counseling, Inc. (Contract No. 4400004884)
  - e. Youth's Hope Licensed Clinical Social Worker, Inc. (Contract No. 4400008014)
  - f. Behavioral Awareness Center of San Bernardino County (Contract No. 4400007090)
  - g. Lea Leonard (Contract No. 4400004886)
  - h. The Counseling and Psychotherapy Center of the Greater Boston, Inc. (Contract No. 4400004883)
  - i. Inland Valley Drug and Alcohol Services (Contract No. 4400004442)
  - j. San Bernardino County Superintendent of Schools, aka CA HELP (Contract No. 4400004876)

(Presenter: Tracy Reece, Chief Probation Officer, 387-5692)

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

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

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The cost of contracts for counseling services will not exceed an aggregate amount of \$1,650,000 over a five-year period and is fully funded by Juvenile Justice Crime Prevention Act (JJCPA) funds, which are received annually from the State of California. Adequate appropriation and revenue are included in the Probation Department's (Probation) 2021-22 budget.

**BACKGROUND INFORMATION**

The recommended amendment to the contract template will allow 10 of the current 15 contractors to provide counseling services to Youthful Offenders ages 18 to 23 in addition to those ages 11 to 17. Pursuant to JJCPA, the Juvenile Justice Coordinating Council prepares a

**Amendment to Standard Contract Template for Counseling Services  
Provided to Juveniles  
December 7, 2021**

Comprehensive Multi-Agency Juvenile Justice Plan, which is submitted to and approved by the Board of State and Community Corrections every three years. As part of this plan, Probation utilizes a portion of the JJCPA funding, which is received annually, to contract for counseling services provided to juveniles in all geographical areas of the County. Due to the realignment of responsibilities with the California Department of Juvenile Justice, the additional definition of Youthful Offender needs to be added to include youth ages 18 to 23.

Qualified counselors provide counseling services and treatment plans for youth who have committed delinquent acts, or who are at risk of committing delinquent acts, and their families. The counseling contracts are designed to support juveniles and their families who do not have any other method to pay for therapeutic services.

Contractor performance is measured through review of monthly reports by Probation staff to monitor compliance with the administrative, fiscal, and program requirements of the contract. Staff will also monitor individual referrals to ensure that total payments to each contractor do not exceed the Board of Supervisors (Board) approved spending authority.

**PROCUREMENT**

On January 10, 2017 (Item No. 25), as a result of a successful formal procurement, the Board approved a contract template for agencies to provide counseling services to juveniles, in an aggregate amount of \$1,650,000, effective March 1, 2017 through June 30, 2020.

On June 23, 2020 (Item No. 59), the Board approved Amendment No.1 to the contract template, exercising the first option to extend the contracts for an additional year through June 30, 2021, with no change to the aggregate amount of \$1,650,000.

On May 18, 2021 (Item No. 45), the Board approved Amendment No. 2 to the contract template, exercising the final option to extend the contracts for an additional year, for a total contract period of March 1, 2017 through June 30, 2022, with no change to the total aggregate amount of \$1,650,000.

The Purchasing Agent will execute the individual contract amendments with each agency, under the recommended delegation of authority.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Jamie Ryan, Deputy County Counsel, 387-5455) on October 26, 2021; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on November 10, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on November 16, 2021.

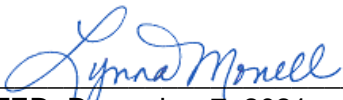
**Amendment to Standard Contract Template for Counseling Services  
Provided to Juveniles  
December 7, 2021**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: December 7, 2021



cc: File - Probation Department w/attach  
CCM 12/15/2021