

COUNTY OF MONTEREY

ORIGINAL

AMENDMENT #1 to AGREEMENT # A-12746

Rebekah Children’s Services

This Amendment is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter, "COUNTY"), and Rebekah Children’s Services (hereinafter, "CONTRACTOR").

This Amendment modifies the agreement for the Care Coordination for the Wraparound Monterey County Program between the parties executed on July 22, 2014, (hereinafter, "Original Agreement ") by **modifying Contractor’s responsibilities under the Scope of Work**. Therefore, the parties agree:

- 1. Section 1.0 GENERAL DESCRIPTION of the Original Agreement is amended to read as follows:

- 1.01 The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit AA**, in conformity with the terms of this Agreement. The services are generally described as follows: Provide the Care Coordination function for the Wraparound Monterey County SB 163 and Adoption Assistance program (AAP) to adoption assisted families and foster youth and their families.

- 2. Section 2.0 PAYMENT PROVISIONS of the Original Agreement is amended to read as follows:

- 2.01 COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit AA**, subject to the limitations set forth in this Agreement. The total amount payable by COUNTY to CONTRACTOR under this agreement shall not exceed the sum of \$1,504,000.

- 3. Section 4.0 of the Original Agreement SCOPE OF SERVICES AND ADDITIONAL PROVISIONS is amended to read as follows:

- 4.01 The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit AA	Scope of Services/Payment Provisions
Exhibit B	DSS Additional Provisions
Exhibit C	Budget
Exhibit D-1	Contract invoice
Exhibit D-2	Family Support Funds Invoice
Exhibit E	Child Abuse and Neglect Reporting
Exhibit F	HIPAA Certification
Exhibit G	Lobbying Certification
Exhibit H	Audit Requirements

4. Section 2.01 of Exhibit B of the Original Agreement is amended to read as follows:

2.01 Outcome objectives and performance standards: CONTRACTOR shall, for the entire term of this Agreement, provide the service outcomes set forth in **Exhibit AA**. CONTRACTOR shall meet the contracted level of service and the specified performance standards described in **Exhibit AA** unless prevented from doing so by circumstances beyond CONTRACTOR's control including, but not limited to, natural disasters, fire, theft and shortages of necessary supplies or materials due to labor disputes.

5. Exhibit A is rescinded, and replaced by Exhibit AA, attached.

If there is any conflict or inconsistency between the provisions of the AGREEMENT, or this AMENDMENT, the provisions of this AMENDMENT shall govern. A copy of this AMENDMENT shall be attached to the original AGREEMENT, as it may have been previously amended.

Except as provided herein, all remaining terms, conditions, provisions, entitlements and obligations of the original AGREEMENT shall remain unchanged and unaffected by this AMENDMENT and shall continue in full force and effect.


IN WITNESS HEREOF, the parties hereby execute this amendment as follows:

COUNTY OF MONTEREY:

By: 
Elliott Robinson
Director, DSS

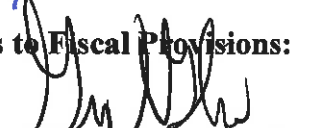
Date: 11/28/15

Approved as to Form:


Deputy County Counsel

Date: 11/18/15


Approved as to Fiscal Provisions:


Auditor-Controller's Office


Date: 11/19/15

CONTRACTOR:

Rebekah Children's Services

By: 
(Chair, President, Vice-President)
Christopher E. Rebboah, LMFT, ED
(Print Name & Title)

Date: 11/3/15

By: 
(Secretary, CFO, Treasurer)

Elsa Dahl Sr. Director of Finance
(Print Name and Title)

Date: 11-4-15

**MONTEREY COUNTY DEPARTMENT OF SOCIAL SERVICES
& REBEKAH CHILDREN'S SERVICES
WRAPAROUND SERVICES**

JULY 1, 2014 – JUNE 30, 2016

Scope of Services/Payment Provisions

I. CONTACTS

1. Contract Administrators:

<i>County</i>	<i>Contractor</i>
<p>Virginia R. Pierce, Management Analyst III DSS, Family & Children's Services 1000 S. Main Street, Suite 205 Salinas, CA 93901 Tel: (831) 759-6768 FAX: (831) 755-4600 Piercevr@co.monterey.ca.us</p>	<p>Christopher E. Rebboah, LMFT Executive Director Rebekah Children's Services 290 100F Avenue Gilroy, CA 95020 Tel: (408) 846-2106 FAX: (408) 846-2430 crebboah@rskids.org</p>

2. Administrative Oversight Team:

<p>Virginia R. Pierce, Management Analyst III (same as above)</p>	<p>Jennifer Malone, PhD Director of Quality Improvement Rebekah Children's Services 290 100F Avenue Gilroy, CA 95020 (408)846-2125 FAX: (408) 846-2430 jmalone@rskids.org</p>
<p>Melissa Mairose, Finance Manager II Monterey County DSS 1000 S. Main Street, Suite 306 Salinas, CA 93901 Tel: (831) 755-4433 FAX: (831) 755-8476 mairosema@co.monterey.ca.us</p>	<p>VACANT RCS Wraparound Director Rebekah Children's Services 290 100F Avenue Gilroy, CA 95020 Tel: (408) 846-2144 FAX: (408) 846-2430 crebboah@rskids.org</p>

II. PURPOSE

The purpose of this agreement is to provide the Care Coordination function for the Wraparound Monterey County Program. Wraparound Monterey County Care Coordination involves working with referred families to construct a **Child and Family Team (CFT)** composed of each family's individual network of support, including friends, colleagues, extended family members and formal service providers. The Wraparound Monterey County Care Coordination Team consists of a two person team of hired staff to include a Facilitator and a Parent Partner. This team shares responsibility for working with families referred and found eligible through the Interagency Placement Committee. This agreement solidifies the role and partnership of Monterey County Children's Behavioral Health and Monterey County Probation in this process and in the provision of Wraparound Monterey County. This agreement outlines and specifies the roles and responsibilities of all CONTRACTED parties working within Wraparound Monterey County. This agreement serves to specify the mechanism/procedures to be used for the tracking, claiming and reporting on the families served, the supports and interventions provided and the amount of funds requested for reimbursement. This agreement also solidifies the requirement for the CONTRACTOR to create, publish and submit to Monterey County an annual outcome and trends report regarding Wraparound Monterey County in January of each contract year.

III. BACKGROUND

When Wraparound first came into practice in California, SB 163 targeted Wraparound services and supports for children and families who currently reside in, are eligible for, or are at imminent risk of out-of-home care at a rate classification level (RCL) of 10 or higher. Monterey County has been operating a collaborative Wraparound program since 2002, and added an AAP Wraparound Program in 2005. The program has been maintained through a collaborative consisting of Monterey County Department of Social Services, Monterey County Probation, Monterey County Behavioral Health and local community partners who contractually support and provide the care coordination, service provision and shared oversight of Wraparound Monterey County. In Wraparound Monterey County the practices emphasize a team driven, family centered, and community driven program for individual families.

Through the years counties have modified their target population and their Wraparound Service Plans. In response to the Katie A v. Bonta class action lawsuit, the California Department of Social Services and the Department of Health Care Services released the first draft of the Core Practice Model (CPM) guide. The CPM describes the practice standards and activities for a coordinated, comprehensive and individualized approach between child welfare and mental health systems. One way Monterey County is responding to this CPM is through building the Wraparound Monterey County program and partnership.

Along with serving youth who are exiting from group home care, or are at imminent risk of entering high-end, high cost group home care, Monterey County is also putting emphasis on the provision of Wraparound to any youth ages 10 and older, any large sibling group working toward reunifying as a family, and any youth who is re-entering foster care.

Wraparound Monterey County works to provide an in-home alternative so that children don't have to sacrifice attachment and connection in order to access intensive treatment, and families aren't forced to be separated from their loved ones in order to access intensive treatment. Additionally, since mental illness impacts the entire family, other family members may also be

offered a range of supportive services and clinical interventions as needed via Wraparound and discussed in the CFT Meeting. Wraparound Monterey County incorporates an ongoing goal to develop, maintain and grow as a System of Care. This allows for a coordinated network of County and community-based services and supports that are organized to meet the challenges of children and youth with serious mental health needs and their families. Our System of Care approach where families, children and youth work in partnership with public and private organizations to ensure that services and supports are effective is served well through Wraparound Monterey County. Our System of Care agencies work together to achieve the best outcomes for the high need and high cost population while keeping **them** at home in our local community. As a team we place needed emphasis on the role of local parent partners in the success of Wraparound Monterey County. This Agreement outlines the roles, responsibilities and duties of the Care Coordination role in Wraparound Monterey County.

IV. TARGET POPULATION

The target population for this Agreement is eligible Monterey County children. "Eligible child" means any of the following:

1. A child who has been adjudicated as either a dependent or ward of the juvenile court pursuant to Welfare & Institutions Code Section 300 or 602, and who would be placed in a group home licensed by the State at a RCL of 10 or higher; or
2. A child who has been adjudicated as either a dependent or ward of the juvenile court pursuant to Welfare & Institutions Code Section 300 or 602, and is currently placed in a group home licensed by the State at a RCL of 10 or higher and is identified as appropriate to transition into family home care; or
3. A child who would be voluntarily placed in out-of-home RCL 10 or higher group care pursuant to Section 7572.5 of the Government Code; or
4. Children eligible for the Adoption Assistance Program (AAP) under an existing or deferred agreement; or
5. Any child who is a dependent of the court who is a) age ten and older; b) is a members of a large sibling group working toward reunification; or c) is a re-entry child are also focus populations for the receipt of Wraparound Monterey County; **or d) and families on a case-by-case basis as agreed upon by DSS and the CONTRACTOR**

V. CONTRACTOR RESPONSIBILITIES:

- 1) CONTRACTOR agrees to be available to receive referrals during regular business hours and must be prepared to initiate the first phone call within three (3) hours of receiving the referral.
- 2) CONTRACTOR agrees to input the Wraparound referrals into the designated system within 24 hours of receiving the information.
- 3) CONTRACTOR agrees to send a representative to the Probation and DSS Interagency Placement Committees as requested by the COUNTY.
- 4) **CONTRACTOR will provide an identified facilitator or management staff position to attend the monthly Administrative Reviews at DSS.**
- 5) CONTRACTOR agrees to complete face-to-face contact with the family within 72 hours to 1 week of receiving the referral.
- 6) CONTRACTOR must employ a no reject acceptance policy for every family approved by the Interagency Placement Committee (IPC) to receive Wraparound who resides within the boundaries of Monterey County.

- 7) CONTRACTOR agrees to notify the DSS designee, via agreed upon means, if timelines are not able to be maintained, including the reason why and strategies to successfully engage the family.
- 8) CONTRACTOR will engage the family in a minimum of one (1) face-to-face meeting alone before development of a Plan of Care is completed. Additional contact may include phone or face-to-face contact with other potential team members.
- 9) CONTRACTOR will perform all enrollment activities to include completing required paperwork, providing necessary information to the family about the process while team preparation activities include gathering various perspectives on why the family was referred for receipt of Wraparound Services.
- 10) CONTRACTOR agrees that the Parent Partner may have more frequent meetings to just provide peer-to-peer support for the family throughout the formal Wraparound process.
- 11) CONTRACTOR agrees to explain Wraparound Monterey County, including reviewing formalized publications and webinars with families.
- 12) CONTRACTOR agrees to assess for immediate safety needs and arrange or provide time-limited safety/stabilization response until the Plan of Care is completed.
- 13) CONTRACTOR agrees to identify at least one other person (outside of the Care Coordination team) to be part of the CFT within the first 30 days.
- 14) CONTRACTOR agrees to complete a Plan of Care for each family participating in Wraparound Monterey County within the first 30 days of enrollment, and perform ongoing updates specific to domains as needed on a not less than 90 day interval based on enrollment date. The Plan of Care will be completed electronically and signed by the families and the County Case Manager during the CFT meeting.
- 15) CONTRACTOR will obtain necessary releases and allow other members of the Care Coordination team to contact potential team members (including natural supports and possible permanent connections) to seek their opinions and concerns.
- 16) CONTRACTOR agrees to complete strengths lists sorted by domain along with the family and the first Plan of Care within 30 days based on enrollment date.
- 17) CONTRACTOR agrees to provide all of the necessary technology needed by staff to complete their job scopes in an efficient, responsible and user friendly manner.
- 18) CONTRACTOR agrees that in order for any meeting with the family to be considered a CFT meeting, the family, the Care Coordination Team and at least one other person must be in attendance.
- 19) CONTRACTOR agrees to maintain ongoing contact with the designee from the referring agency for the family.
- 20) CONTRACTOR agrees to schedule a CFT meeting on a regular basis, at a minimum of once every 30 days, to ensure continuation of services for the approval.
- 21) CONTRACTOR agrees to complete the Family Team Survey every thirty (30) days.
- 22) CONTRACTOR agrees to check in with the family at least weekly to determine progress on the Plan of Care.
- 23) CONTRACTOR agrees to maintain and prioritize peer-to-peer support to the parent through the team identifying level of needed for support.
- 24) CONTRACTOR agrees to take the lead on introduction of the idea of completion, seeking feedback from the entire team about areas of accomplishment, and any concerns team members may have about the ending.

- 25) **CONTRACTOR** agrees to notify the designated **COUNTY** representative if it appears a family will need to continue with Wraparound Monterey County past a twelve-month period. This notification will need to occur 30 days before the 12 month benchmark and will be done through a mutually agreed upon manner.
- 26) **CONTRACTOR** agrees to initiate, encourage and rehearse with the families the use of their safety plan and other plans identified in the transition plan through pre-discharge role play.
- 27) **CONTRACTOR** agrees to actively participate in the Wraparound Monterey County Leadership Team.
- 28) **CONTRACTOR** agrees to work with the **COUNTY** and its partners in capacity building, fiscal partnerships and program design modifications as they arise to best meet the needs of the identified and eligible youth of Monterey County.
- 29) **CONTRACTOR** agrees to develop solid internal social marketing tools and to participate in the county-wide marketing development plan. Marketing materials will include, but are not limited to, tri-fold materials, family partner role brochure and Wraparound Monterey County branding.
- 30) **CONTRACTOR** will meet with the identified BH, DSS and Probation Program Managers at the discretion of the **COUNTY** managers.
- 31) **CONTRACTOR** will take the lead and partner with other community entities on the provision of minimally monthly trainings pertaining to Wraparound skill building.
- 32) **CONTRACTOR** agrees to provide an annual Wraparound Fidelity Index (WFI) report. The **COUNTY** agrees to provide financial resources needed to complete the Wraparound Fidelity Index.
- 33) **CONTRACTOR**, in partnership with Social Solutions and the **COUNTY**, agrees to create an Efforts to Outcomes (ETO) training manual/user guide specific to Wraparound Monterey County.
- 34) **CONTRACTOR** will provide a 30% Quality Assurance/Quality Control position to support the Efforts to Outcome and Avatar data systems.
- 35) In partnership with Department of Social Services, and Monterey County Children's Behavioral Health the **CONTRACTOR** agrees to provide up to two (2) dedicated Wraparound /Care Coordinator Program Managers in the constellation of the program design, and **one (1) full-time** Wraparound Senior Manager, providing ongoing oversight, training, support and guidance to local Wraparound Monterey County staff.
- 36) **CONTRACTOR** agrees to maintain a Wraparound Care Coordination caseload that averages 12 families at any one time.
- 37) **CONTRACTOR** will interface regularly with the Wraparound Administrative Service Agency (WASA), identified county case managers and Provider Network coordinators to assure that families have access to timely, tailored and individualized services that fit their needs.
- 38) **CONTRACTOR** will provide an identified facilitator or management staff position to attend the monthly Administrative Reviews at DSS.
- 39) **CONTRACTOR** agrees to provide staff that is competent and capable of performing the following tasks and functions while employed within Wraparound Monterey County:
- 40) **CONTRACTOR** agrees to the following duties and roles specific to each **CONTRACTOR** Wraparound Monterey County position.
- 41) The Wraparound Facilitator is responsible for initial stabilization and crisis response for families until they are able to interface with the Provider Network and a formalized signed crisis response is set in place.

- 42) The Wraparound Facilitator agrees to facilitate groups of individuals including families and service providers to formulate a creative, strength based and integrated community plan that is future oriented and customized to meet the unique needs of the family.
- 43) The Wraparound Facilitator will engage a family through the use of technology, charting and other facilitator tools to consistently review and promote a family's vision and goals, always being ready to redesign and change as the family moves through the Wraparound process.
- 44) The Wraparound Facilitator will be well trained in identifying a family's needs in common, language and create a creative plan to address these needs.
- 45) The Wraparound Parent Partner agrees to work with the family to assure that the CFT membership understands their perspective.
- 46) The Wraparound Parent Partner agrees to manage the Wraparound Facilitation process in the event of turnover, vacation, illness or other Leave of Absence of the Facilitator.
- 47) The Wraparound Parent Partner agrees to work collaboratively in a county/community partnership toward successful outcomes in Wraparound Monterey County.
- 48) The Wraparound Parent Partner agrees to complete tasks related to the provision, input and collection of applicable data.
- 49) The Wraparound Parent Partner in their role as a back-up for the Wraparound Facilitator, agrees to complete and submit electronic and paper records within the ETO program, or other program as identified by the County, to the Wraparound Administrative Service Agency in a timely and accurate fashion.
- 50) The Wraparound Program Manager must have two (2) years Wraparound experience;
- 51) The Wraparound Program Manager agrees to be responsible for providing supervision, guidance and support to the people in the Wraparound Coordination function while assuring quality implementation of Wraparound practices.
- 52) The Wraparound Program Manager agrees to coach and train staff to practice in a manner that is compatible with Wraparound Monterey County.
- 53) The Wraparound Program Manager agrees to coordinate, provide access to, or provide the necessary training for staff to be successful in their roles within Wraparound Monterey County;
- 54) The Wraparound Program Manager will implement Wraparound Monterey County with professionalism and quality in product.
- 55) The Wraparound Program Manager will work with the Department of Social Services, and Children's Behavioral Health to ensure the program is meeting all documentation requirements.
- 56) The Wraparound Program Manager will monitor staff including recruiting, hiring, coaching, supervising and transitioning staff.
- 57) **The Wraparound Program Manager agrees to identify staff to best represent the Care Coordination role in trainings and presentations when requested by the COUNTY.**
- 58) **The Wraparound Program Manager agrees to be responsible for maintaining the established budget for program services and will promote fiscal efficiency in consultation with the Wraparound Director.**
- 59) The Wraparound Director will work with the appropriate Technology Team member to complete ongoing ETO Quality Assurance and Quality Control with all staff and seek out training and supports when needed to best complete this task.
- 60) The Wraparound Director agrees to perform staff and program decisions based on data analysis.

- 61) **The Wraparound Director agrees to respond to concerns raised by families as well as other County and community partners.**
- 62) **The Wraparound Director agrees to possess, and be able to illustrate, expertise in the ability to provide quality management and Wraparound fidelity.**
- 63) **The Wraparound Director agrees to work in a collaborative fashion to problem solve with County and community providers on system and community development.**
- 64) **The Wraparound Director agrees to respond and adapt to changing service, system and community environment.**
- 65) **The Wraparound Director agrees to develop quality improvement processes designed to improve outcomes for the Wraparound Monterey County initiative.**
- 66) **The Wraparound Director agrees to identify staff to best represent the Care Coordination role in trainings and presentations when requested by the COUNTY.**
- 67) **The Wraparound Director agrees to maintain professional standards regarding clients' rights, mandated child abuse reporting and duty to warn procedures.**
- 68) **The Wraparound Director agrees to provide consultation to the Wraparound Program Manager to ensure effective Wraparound Services.**
- 69) **The Quality Assurance Team agrees to assist with system design to match practice standards;**
- 70) **The Quality Assurance Team agrees to monitor to ensure that personnel are adhering to practice standards.**
- 71) **The Quality Assurance Team agrees to report regularly on gains and deficiencies as shown by data in the system.**
- 72) **The Quality Assurance Team agrees to assist in training regarding the system, documentation and practice standards.**
- 73) **The Quality Assurance Team agrees to support the program in reviewing critical incident reports and consumer complaints;**
- 74) **The Quality Assurance Team agrees to support in efforts of quality improvements;**
- 75) **The Quality Assurance Team agrees to work collaboratively to problem solve with COUNTY and community providers;**
- 76) **The Quality Assurance Team agrees to develop and provide a Case Management System User Guide for all staff.**
- 77) **The Quality Assurance Team agrees to support the program in promoting privacy awareness and managing privacy incidents, and serves as the conduit for all Privacy matters.**

VI. COUNTY RESPONSIBILITIES

Within Wraparound Monterey County, the COUNTY will encourage collaboration with the CONTRACTOR and will include collaborative engagement among parents and community partners, such as the Department of Social Services, the Health Department, Behavioral Health, special education local planning agencies, school districts, and NGOs, for the purpose of planning and providing individualized services for children and their families. In addition the COUNTY will:

- 1) **Perform an annual internal program audit to ensure program responsibility, compliance and fidelity.**
- 2) **In partnership with the CONTRACTOR, perform a monthly electronic random case review within ETO on approximately 10% of families served.**

- 3) Meet with the CONTRACTOR's senior management team on a quarterly basis to discuss rate of referrals and program implementation needs.
- 4) Comply with the requirements of Senate Bill 163, Chapter 795, and Statutes of 1997, as applicable.
- 5) Comply with the California Administrative Code Title 22, Division 2, §35325 et seq., as applicable.
- 6) Assign appropriate staff to participate in CFT, Community Team and oversight meetings.
- 7) Determine Medi-Cal eligibility and Federal determination on all families referred for Wraparound services.
- 8) Provide required case information for all families referred to Wraparound.
- 9) Participate in not less than one (1) CFT per month and sign the Plan of Care as required to meet Plan of Care deadlines.
- 10) Confirm the open and close dates for Wraparound Monterey County with the CONTRACTOR.
- 11) Maintain a wraparound enrollment log for fiscal and program reconciliation.
- 12) Maintain a program managerial and fiscal managerial point of contact for the CONTRACTOR.
- 13) Meet with the Administrative Oversight Team for the CONTRACTOR on a monthly basis.
- 14) Work on and implement Wraparound Fidelity training opportunities for staff.
- 15) In partnership with the CONTRACTOR and WASA, develop solid county-wide social marketing tools and plan.

VII. FISCAL PROVISIONS

The CONTRACTOR will be paid a flat rate per family per month based on the average monthly census within the program. The flat rate per child per family per month is \$1,500 for the Wraparound Monterey County Care Coordination. This rate structure will be reviewed by the COUNTY and the CONTRACTOR no less than quarterly for the duration of the Agreement. All administrative costs associated with performance of the duties of the Wraparound Care Coordination are included in this estimate.

CONTRACTOR will be allowed to bill the COUNTY for individual familial needs and one-time services and supports through the Single-use Wraparound Incentive Flexible Trust (SWIFT) fund, which will not exceed \$100,000 for the two-year contract period, not to exceed \$50,000 each contract year. The SWIFT funds can be used to meet immediate needs of the family (rent, respite, utilities, food, etc.), as a way to support unique informal one-time service provision for a family, or as part of a strategy to increase the effectiveness of Wraparound Facilitation and engagement. These SWIFT funds will be tracked through a separate invoicing process. See Exhibit D-2 for a copy of the expenditure report to be submitted to the DSS Wraparound Monterey County designee on a monthly basis. Ongoing services fund expenditures for families will be operated through the Plan of Care and be the responsibility of the WASA.

For the purpose of this Agreement the following terms apply:

1. COUNTY and CONTRACTOR acknowledge that funding for this Agreement is being provided in order to provide intensive wraparound services.
2. The total maximum amount of funding that may be expended for Care Coordination under this Agreement for FY 2014-15 is \$648,000, supporting an average of 36 families per month. The total maximum amount of funding that may be expended for Care Coordination under this

Agreement for FY 2015-16 is \$756,000, supporting an average of 42 families per month. The two-year contract total *for care coordination* for the period July 1, 2014 – June 30, 2016 shall not exceed one million four hundred and four thousand dollars (\$1,404,000).

3. The maximum amount of funding that may be expended for the SWIFT services and supports for the two-year FY 2014-16 contract is one hundred thousand dollars (\$100,000).
4. The two-year contract total for Care Coordination and SWIFT funds for the period July 1, 2014 – June 30, 2016 shall not exceed one million five hundred and four thousand dollars (1,504,000).
5. A unit of service consists of a wraparound service slot, hereinafter “slot”, in which a child and his/her family has been enrolled and approved by the Interagency Placement Committee to receive Wraparound services.
6. COUNTY and CONTRACTOR acknowledge that for the purposes of this Agreement, the term Single-use Wraparound Incentive Flexible Trust (SWIFT) fund refers to the funds to be used to meet immediate needs of the family (rent, respite, utilities, food, etc.), as a way to support unique informal one time service provision for a family, or as part of a strategy to increase the effectiveness of Wraparound Facilitation and engagement. These funds will be tracked separately from the unit of service funds. Itemized reporting for the use of these funds will be provided via invoicing on a monthly basis.
7. CONTRACTOR will work with Children’s Behavioral Health on specifics related to the Medi-Cal billing for the Care Coordinator services rendered, and this will be billed under a separate contract.
8. While a child is enrolled in the Wraparound Program, charges for any concurrent out-of-home placement costs shall be the responsibility of the COUNTY.
9. COUNTY shall allocate sufficient funding to reimburse the CONTRACTOR for services, not to exceed an average enrollment of 36 for FY 2014-15 and 42 for FY 2015-16 paid slots per month for the duration of this Agreement.
10. The Slot payment for each youth enrolled in Wraparound is \$1,500 per month, and the CONTRACTOR shall submit monthly invoices reflecting this rate and enrollment in the program.
11. Partial month payments will be based on the number of overnights a youth participated in Wraparound Monterey County based on the exact monthly per diem rate.
12. CONTRACTOR shall submit all invoices pursuant to the invoicing procedures set forth in Exhibit C, and using the invoice forms set forth in Exhibits D-1 and D-2.
13. COUNTY shall reimburse CONTRACTOR pursuant to the invoicing procedures set forth in Exhibit D-1 and D-2.
14. COUNTY retains the right to withhold any new slot funded Wraparound referrals to the CONTRACTOR should all required fiscal invoicing and case management documentation not be provided by CONTRACTOR to the COUNTY within 30 days of the due dates specified.

VIII. SERVICE SLOT MANAGEMENT

1. The slot payment level for each enrollment will not exceed \$1,500.
2. One child per family may be enrolled in Wraparound Monterey County at any given time.
3. Children are referred and approved for participation in Wraparound Monterey County through the Interagency Placement Committee.
4. The Interagency Placement Committee will make the referral to CONTRACTOR once the approval process and all required paperwork has been completed.
5. The child referred to Wraparound is approved for up to one (1) year.
6. The primary contact for COUNTY and Interagency Placement Committee must review all cases identified as needing to continue with Wraparound past twelve months.
7. The Family Team will decide Wraparound exit dates and communicate these directly to the COUNTY contact.

8. COUNTY reserves the right to cease Wraparound services to families for something other than outcome achievement with a written notice to the provider.

IX. MEETINGS/COMMUNICATIONS

1. It is estimated that meetings and communications between the COUNTY and CONTRACTOR will be frequent. Contract meetings between the CONTRACTOR, the primary contact for the county, Executive Leadership, fiscal, and at times the WASA should occur regularly and not less than four (4) times per year. Attendees to these meetings can be negotiated based on need and items to be addressed.
2. The primary contact for the COUNTY shall convene a least once per month a larger Wraparound Leadership Meeting, which will be chaired by an individual selected by the Leadership group. This meeting will include representation of all COUNTY partners participating in Wraparound Monterey County. The purpose of these meetings shall be to oversee implementation of the contract; discuss contract issues; evaluate contract usage and effectiveness; perform quality assurance, provide technical assistance on difficult cases, share resource ideas and make recommendations for contract modifications. These meetings will also address maximization of sound internal processes to maintain fidelity to the Wraparound model. The Wraparound Leadership Team does not have the authority to authorize changes requiring a contract amendment. A separate agreed upon agenda shall be distributed by the CONTRACTOR with approval by the COUNTY contact prior to these meetings.
3. The Out-of-Home-Care Policy Committee shall convene as needed for Wraparound Monterey County and act as an executive oversight team regarding Wraparound disputes and resolutions that cannot be agreed upon at the Wraparound Leadership Team. The Contract Administrator for COUNTY shall act as liaison to the Out-of-Home Care Committee, and will facilitate committee meetings as appropriate.
4. The CONTRACTOR will agree to participate in a training planning meeting specific to the needs of Wraparound Monterey County.