

**AMENDMENT NO. 1  
TO THE AGREEMENT BETWEEN THE  
COUNTY OF MONTEREY  
AND  
MONTEREY COUNTY OFFICE OF EDUCATION**

**This Amendment No. 1** to Agreement, No. A-17143, is made and entered into by and between the County of Monterey, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and the Monterey County Office of Education, hereinafter referred to as "CONTRACTOR."

**WHEREAS**, the COUNTY and CONTRACTOR entered into Agreement A-17143 with a start date of July 1, 2024 in an amount not to exceed \$416,793.29 for the provision to establish the infrastructure needed to develop an Enhanced Care Management (ECM) Hub; and

**WHEREAS**, the COUNTY and CONTRACTOR wish to amend AGREEMENT No. A-17143 to replace Exhibit A and add \$4,500 to increase the total amount of the Agreement to \$421,293.29 to cover procurement of electronics and equipment for children, youth, and families served in schools and juvenile facilities, with no change to the term of July 1, 2024, through June 30, 2025.

**NOW THEREFORE**, both parties hereby agree to renew and amend the Agreement as follows:

1. **Section 2.0, "PAYMENT PROVISIONS"**, shall be amended by removing, "The total amount payable by County to CONTRACTOR under this Agreement is not to exceed the sum of \$416,793.29" and replacing it with "The total amount payable by County to CONTRACTOR under this Agreement is not to exceed the sum of \$421,293.29".
2. **Exhibit A is replaced** with Exhibit A-1. All references in the Agreement to Exhibit A shall be construed to refer to Exhibit A-1.
3. All other terms and conditions of the Agreement remain unchanged and in full force. This Amendment No. 1 shall be attached to the Agreement and incorporated therein as if fully set forth in the Agreement.
4. A copy of this Amendment No. 1 shall be attached to the original Agreement executed by the County on October 25, 2024.
5. This Amendment No. 1 is effective upon execution.

**\*\*\*\*\* SIGNATURE PAGE TO FOLLOW \*\*\*\*\***

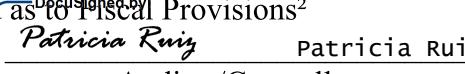
IN WITNESS WHEREOF, COUNTY and CONTRACTOR have executed this Amendment No. 1 as of the day and year written below.

**COUNTY OF MONTEREY**

By:   
 Debra Wilson  
7B741937AA0D41B...  
 Contracts/Purchasing Officer  
 Date: 5/5/2025 | 3:55 PM PDT

By: \_\_\_\_\_  
 Department Head (if applicable)  
 Date: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Board of Supervisors (if applicable)  
 Date: \_\_\_\_\_

Approved as to Form<sup>1</sup>  
 By:   
 Stacy Saetta  
COCE1B99F4D98  
 County Counsel  
 Chief Deputy County Counsel  
 Date: 4/1/2025 | 9:31 AM PDT

Approved as to Fiscal Provisions<sup>2</sup>  
 By:   
 Patricia Ruiz  
F70EF64E57A5E111  
 Auditor-Controller/Controller  
 Auditor Controller Key Analyst I  
 Date: 4/2/2025 | 7:23 AM PDT

Approved as to Liability Provisions<sup>3</sup>  
 By: \_\_\_\_\_  
 Risk Management  
 Date: \_\_\_\_\_

\*INSTRUCTIONS: If CONTRACTOR is a corporation, including non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two (2) specified officers per California Corporations Code Section 313. If CONTRACTOR is a Limited Liability Corporation (LLC), the full legal name of the LLC shall be set forth above together with the signatures of two (2) managers. If CONTRACTOR is a partnership, the full legal name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement or Amendment to said Agreement.

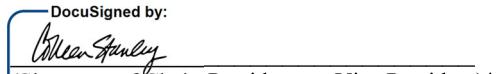
<sup>1</sup>Approval by County Counsel is required.

<sup>2</sup>Approval by Auditor-Controller is required.

<sup>3</sup>Approval by Risk Management is necessary only if changes are made in paragraphs 8 or 9 of Standard County Agreement.

**CONTRACTOR**

Monterey County Office of Education  
 Contractor's Business Name\*

By:   
 Colleen Stanley  
7A6B41C2D52470...  
 (Signature of Chair, President, or Vice President)\*

Colleen Stanley Chief Business Official  
 Name and Title  
 Date: 3/28/2025 | 2:58 PM PDT

(Signature of Secretary, Asst. Secretary, CFO, Treasurer or Asst. Treasurer)\*

Name and Title

## **EXHIBIT A-1**

**To Agreement by and between**  
**County of Monterey, for services at Monterey County Health Department, (“COUNTY”)**  
**AND**  
**Monterey County Office of Education (“CONTRACTOR”)**

### **Scope of Services / Payment Provisions**

#### **A. BACKGROUND & PURPOSE**

- A.1** Monterey County Office of Education is expanding ECM services to more effectively serve children and families experiencing homelessness, children and youth involved in Child Welfare, non-English speakers, and youth involved in the juvenile justice system. This expansion directly responds to the gap analysis conducted by the Central California Alliance for Health, which identified these populations as underserved. By leveraging our access to schools and districts across Monterey County, including operating court schools in juvenile facilities, we are uniquely positioned to fill these service gaps and provide targeted support.

The allocation of grant funds will also enable the Monterey County Office of Education to provide comprehensive wrap-around services. These services will include housing assistance, tenancy and sustainability services, referrals to community support, and outreach and engagement support.

#### **B. SCOPE OF SERVICES**

- B.1** CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

1. Establish the infrastructure needed to develop an ECM Hub that is focused on serving children and families experiencing homelessness, children and youth involved in Child Welfare, non-English speakers, and youth involved in the juvenile justice system in Monterey County:

a. **Hire dedicated staff:**

1. CONTRACTOR shall hire Program Director (Program Coordinator .20 FTE)
2. CONTRACTOR shall hire Program Specialist (Lead Case Manager 1.0 FTE)

Monterey County Office of Education  
Exhibit A-1  
Term: 7/1/2024 – 06/30/2025  
NTE: \$421,293.29

3. CONTRACTOR shall hire Administrative Assistant (Administrative Assistant I Bilingual 1.0 FTE)
4. CONTRACTOR shall hire Program Liaison (Identification and Recruitment Liaison I 1.0 FTE)

**b. Establish Processes:**

1. CONTRACTOR shall participate in onboarding sessions for ECM platforms and Activate Care to gain a comprehensive understanding of operational protocols.
2. CONTRACTOR shall design and establish a referral mechanism, identifying strategic partners such as Monterey County Behavioral Health, Zocalo Health, and educational institutions throughout Monterey County, to facilitate comprehensive wrap-around services for ECM members.
3. CONTRACTOR shall formulate employee protocols to efficiently address and fulfill all individual client needs, ensuring a seamless service delivery process.

**c. Purchase of Electronics and Equipment:**

1. CONTRACTOR shall procure electronics, including computers, and equipment, such as desks, to support the children, youth, and families served in schools and juvenile facilities, up to but not to exceed \$4,500.

**C. PAYMENT PROVISIONS**

**C.1 COMPENSATION/ PAYMENT**

Personnel expenditures for CONTRACTOR staff, for performance of the duties detailed in this agreement shall be reimbursed based on salaries, benefits, and 5% indirect costs if necessary.

Q1	July 2024 – September 2024:	Due October 15, 2024
Q2	October 2024 – December 2024:	Due January 15, 2025
Q3	January 2025 – March 2025:	Due April 15, 2025
Q4	April 2025 – June 2025:	Due July 15, 2025

COUNTY shall pay an amount not to exceed **\$421,293.29** for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. CONTRACTOR'S compensation for services rendered shall be based on the following rates or in accordance with the following terms:

## PROJECT ACTIVITIES AND DELIVERABLES

Foundational Planning (August 2024 - June 2025)

Milestone	DELIVERABLE	ACTIVITY	TIMELINE
ESTABLISH CONTRACT AND DEVELOP PLAN	<ul style="list-style-type: none"> <li>-Signed contract with Alliance</li> <li>-Signed contract with MCHD Roadmap</li> <li>-Staff recruitment and training records.</li> </ul>	<ul style="list-style-type: none"> <li>-Finalize contract with the County of Monterey Health Department (MCHD)</li> <li>-Finalize contract with CCAH for ECM services</li> <li>-Develop a detailed roadmap for development of an ECM that will guide Milestones 2-4 Set up financial tracking and review systems to monitor expenditure and prevent duplicative funding.</li> <li>-Hire dedicated staff to oversee MCOE ECM services.</li> </ul>	August - October 2024
LAUNCH ECM SERVICE INFRASTRUCTURE	<ul style="list-style-type: none"> <li>-Plan for integration of Activate Care database to be used</li> <li>-ECM policies, procedures, and quality monitoring and improvement metrics with ECM services providers drafted.</li> </ul>	<ul style="list-style-type: none"> <li>-Activate Care will be the database used for integration with Medi-Cal systems</li> <li>-Establish ECM policies and procedures.</li> <li>-Update existing contracts with funded partners to reflect changes that are needed to bill for ECM services</li> </ul>	October - December 2024
PILOT TEST	<ul style="list-style-type: none"> <li>-Short report on outcome of the Pilot Test that summarizes each of the above-mentioned activities.</li> </ul>	<ul style="list-style-type: none"> <li>-Start pilot to document ECM services into data system</li> <li>-Develop CQI to determine if procedures developed in Milestone 2 are effective or need to be updated</li> <li>-Start to bill ECM services to the Alliance</li> <li>-Develop performance reviews and financial audits</li> <li>Resolve any issues that arise in pilot testing</li> </ul>	January - March 2025
SUSTAINABILITY PLAN & LAUNCH	<ul style="list-style-type: none"> <li>-Final project review report.</li> <li>-Detailed sustainability plan.</li> </ul>	<ul style="list-style-type: none"> <li>-Develop a sustainability plan for post-CITED funding.</li> <li>-Conduct a comprehensive final review of project outcomes and impacts.</li> </ul>	April-June 2025

All written reports required under this Agreement must be delivered to Stacy Fiess, Management Analyst ([fiesss@countyofmonterey.gov](mailto:fiesss@countyofmonterey.gov)), in accordance with the schedule above.

There shall be no travel reimbursement allowed during this Agreement.

CONTRACTOR warrants that the costs charged for services under the terms of this contract are not in excess of those charged any other client for the same services performed by the same individuals.

Monterey County Office of Education

Exhibit A-1

Term: 7/1/2024 – 06/30/2025

NTE: \$421,293.29

## C.2 CONTRACTORS BILLING PROCEDURES

NOTE: Payment may be based upon satisfactory acceptance of each deliverable, payment after completion of each major part of the AGREEMENT, payment at conclusion of the AGREEMENT, etc.

### INVOICES

Invoices shall be emailed directly to: [hdadminfinance@countyofmonterey.gov](mailto:hdadminfinance@countyofmonterey.gov)  
Cc: [fiesss@countyofmonterey.gov](mailto:fiesss@countyofmonterey.gov)

Invoices may be mailed to: Monterey County Health Department  
Attn: Accounts Payable/Administration  
1270 Natividad Road  
Salinas, CA 93906

COUNTY may, in its sole discretion, terminate the contract or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this AGREEMENT.

No payments in advance or in anticipation of services or supplies to be provided under this AGREEMENT shall be made by COUNTY.

COUNTY shall not pay any claims for payment for services submitted more than 30 days after the end of this agreement.

**DISALLOWED COSTS:** CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.