Board of Supervisors
J. Merced Corona, District I
Daurice K. Smith, District II
Vice-Chair
Kent S. Boes, District III,
Gary J. Evans, District IV
Chair
Janice A. Bell, District V

County of Colusa
Wendy G. Tyler, CAO/Clerk to the
Board of Supervisors/Risk Manager
Ann Nordyke, Chief Deputy Clerk
Patricia Rodriguez, Deputy Clerk
Tiffany Jorgensen, Deputy Clerk
(530) 458-0508/050/0735
FAX (530) 458-0510
colusacountyca.iqm2.com
www.countyofcolusaca.gov

COLUSA COUNTY
BOARD OF SUPERVISORS

Agenda

October 15, 2024

Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

Welcome to a meeting of the Colusa County Board of Supervisors. If you are scheduled to address the Board, please state your full name for the record. The Board will not address timed items before they are scheduled. The "Consent Calendar" may be adopted by one motion. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

NOTE: You can listen to the meeting by dialing one of the numbers below:

Phone: **1-916-246-0723**
Toll-Free: **1-800-356-8278**
Code: **401978 - THIS LINE IS FOR LISTENING IN ONLY**

9:00 a.m. CALL TO ORDER
- Opening Prayer - Pledge of Allegiance
- Period of Public Comment
- Report out of October 1, 2024 Closed Session
- Announcement of Closed Session

I. STAFF REPORTS- **Note: 3 minutes allowed per Department for Staff Reports.** This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

CONSENT AGENDA

Approve Consent Agenda Item No.'s 1 through 13.

1. APPOINTMENT/FIRST 5 CHILDREN & FAMILIES COMMISSION
Appoint Robin Diaz to the First 5 Colusa Children and Families Commission as the Community Representative, effective October 20, 2024 through October 19, 2027. **(Application received: Robin Diaz)**

2. CLERK RECORDER/ELECTIONS
Adopt a Resolution appointing Directors to Colusa County Special Districts in lieu of election pursuant to Elections Code 10515 et. seq.

3. PURCHASING AND PROCUREMENT/AUDITOR-CONTROLLER
Approve 1st modification with **Fifth Asset Inc., dba DebtBook** for a premium support package to verify if approved contracts will qualify for GASB 87 or GASB 96, effective October 15, 2024.

4. PUBLIC WORKS/ROAD DEPARTMENT
Authorize the Director of Public Works to issue Encroachment Permit, closing 5th Street and all side streets from 6th to Lucas Street, to the Arbuckle Revitalization Committee for the annual car show on October 27, 2024.

5. PUBLIC WORKS/ROAD DEPARTMENT
Adopt Resolution Authorizing Execution of Administering Agency State Master Agreements for State and Federal-Aid Funded Projects.

6. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve 6th modification with **Granite Wellness Centers** for wellness-focused substance abuse recovery and related behavioral health services, effective October 15, 2024.

7. PURCHASING AND PROCUREMENT/PUBLIC WORKS
Approve 2nd modification with **R&F Engineering** for on-call flood management support services, effective August 2, 2024.

8. PURCHASING AND PROCUREMENT/SHERIFF-ANIMAL CONTROL
Approve contract with **Cross Electric Company, Inc** for electrical and lighting upgrades at Colusa County Animal Control located at 929 Bridge St., Colusa, Ca.

9. PURCHASING AND PROCUREMENT/DHHS
Pursuant to Colusa County Code Chapter 17, Section 17-3 and Policy 401, Section 4.1.3.3, ratify emergency contract with **AFM Environmental Inc** for asbestos abatement and furniture removal at Colusa County Department of Health and Human Services located at 251 E. Webster St., Colusa.

10. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve 1st modification with **Auburn Counseling Services Inc**., effective October 15, 2024.

11. PURCHASING AND PROCUREMENT
Approve contract with **Mission Linen Supply** for linen rental services, effective November 1, 2024.

12. PURCHASING AND PROCUREMENT
Approve Local Agency User Agreement with **U.S. Bank** for the State of California Department of General Services Master Agreement number 5-23-99-37-01 for the Statewide Travel Program.

13. HEALTH AND HUMAN SERVICES
Approve funding application with the California Department of Public Health (CDPH) Maternal, Child and Adolescent Health (MCAH) Division, for funding period FY 2024-2025, effective July 1, 2024. Further, authorize the Department of Health and Human Services Public Health and Fiscal staff to sign related documents required by the California Department of Public Health (CDPH).

END OF CONSENT AGENDA

III. PUBLIC WORKS/ROAD DEPARTMENT/EAST PARK ENTERPRISE

1. Introduction and first reading, by title only, of a proposed ordinance of the Colusa County Board Of Supervisors, State Of California, amending Sections 46-04, and 46-08 of Chapter 46 of the Colusa County Code prescribing the rules, regulations and fees for the East Park Reservoir; designate County Counsel to prepare a summary of the ordinance to be published by the Clerk of the Board.

IV. COUNTY ADMINISTRATIVE OFFICE

1. Discuss and Provide Direction on Composition, Terms and Purpose of County Budget Ad Hoc Committee.

V. BOARD OF SUPERVISORS

1. Selection of the 2024-2025 California State Association of Counties (CSAC) Board of Directors Member and Alternate.

2. Receive update from County Ad Hoc Committee on City of Colusa Annexation.

3. **SITTING AS THE COLUSA COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT BOARD:**
Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County Flood Control and Water Conservation District Board.

4. **SITTING AS THE COLUSA COUNTY AIR POLLUTION CONTROL DISTRICT BOARD:**
Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County Air Pollution Control District.

5. **SITTING AS THE COLUSA COUNTY IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY:**
Affirm Adoption Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County In-Home Supportive Services Public Authority.

VI. SUPERVISORS' REPORTS OR COMMENTS

VII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

RECESS

VIII. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
   Significant exposure to litigation pursuant to Government Code Section 54956.9 (d)(2): one matter.

2. CLOSED SESSION: PUBLIC EMPLOYMENT
   California Government Code 54957(b). Title: Community Development Director.

3. EMPLOYEE PERFORMANCE EVALUATION
   California Government Code section 54957(b). Title: CAO.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of **15 minutes per issue** and each individual or group will be limited to no more than **5 minutes each**. **Note:** No Board action shall be taken on comments received.

ORDINANCES AND PUBLIC HEARINGS: If you challenge in a court action a decision of the Colusa County Board of Supervisors regarding a zoning, planning, land use, or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues (1) you or someone else raised at such public hearing, or (2) raised in written correspondence delivered to the Colusa County Board of Supervisors at, or prior to, such public hearing.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS: Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received more than $250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item since January 1, 2023. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than $250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of

the Board of Supervisors prior to the subject hearing or by verbal disclosure at the time of the hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.

COUNTY OF COLUSA, CA **2.1**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Board of Supervisors**
FROM:	**Patricia Rodriguez**
SUBJECT:	**Appoint Robin Diaz to the First 5 Colusa Children and Families Commission as the Community Representative, effective October 20, 2024 through October 19, 2027. (Application received: Robin Diaz)**

Appoint Robin Diaz to the First 5 Colusa Children and Families Commission as the Community Representative, effective October 20, 2024 through October 19, 2027.
(Application received: Robin Diaz)

Detailed Description/Background of request

The Board Clerk's office received a resignation letter from Kimberly Nall on October 1, 2024 from the First 5 Executive Director.

Ms. Diaz has submitted an application requesting to be appointed to the First 5 Colusa Children and Families Commission to serve a 3-year term effective October 20, 2024 through October 19, 2027.

Ms. Diaz meets the qualifications for the position set forth in Section D of First 5 Colusa's Standing Rules which reads as follows:

"D. The remaining members of the Commissioners shall be from the following categories: representatives of local child care resource or referral agency, or a local child care coordination group; representative of a local organization for prevention or early intervention for families at risk; representatives of community -based organizations that have the goal of promoting nurturing and early childhood development."

This Vacancy was advertised in the newspaper of local circulation per California Government Code section 54973 (Maddy Act) on December 22, 2023.

Prior Board Action

None.

Fiscal Impact/Funding Source

None.

Action for the Clerk

Send notice of appointment and oath of office to Robin Diaz 50 Wintun Road, Colusa, CA 95932 and copy First 5 Children and Families Commission, Attn: Ginger Harlow, 217 9th Street, Ste. B, Colusa, CA 95932

ATTACHMENTS:

- Application from Robin Diaz (PDF)
- Resignation Letter from Kimberly Nall (PDF)

Patricia Rodriguez

From: noreply@civicplus.com
Sent: Wednesday, October 2, 2024 9:52 AM
To: Ann Nordyke; Tiffany Jorgensen; Patricia Rodriguez
Subject: Online Form Submittal: Colusa County Board of Supervisors Application to Fill a Vacancy

⚠ **REMINDER:** This email originated from outside of the organization, only you can prevent ransomware attacks. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact the Helpdesk at helpdesk@countyofcolusaca.gov.

Colusa County Board of Supervisors Application to Fill a Vacancy

UPON COMPLETION PRESS SUBMIT OR RETURN TO:
Clerk to the Board of Supervisors 547 Market Street, Suite 102 Colusa, CA 95932
(530) 458-0508 boardclerk@countyofcolusa.org

NAME OF COMMITTEE/COMMISSION/DISTRICT/OTHER:	First 5 Commission Community Representative
NAME OF APPLICANT:	Robin Diaz
LIST YOUR PHYSICAL AND MAILING ADDRESS IF DIFFERENT:	
Address1	50 Wintun Road
Address2	*Field not completed.*
City	Colusa
State	California
Zip	95932
PHONE:	5304586550
E-MAIL:	rdiaz@colusa-nsn.gov
SUPERVISORIAL DISTRICT:	5
LIST ANY QUALIFICATIONS AND/OR REASONS YOU WISH TO SERVE ON THIS COMMITTEE:	1. Child Care Center Director, as director, I instill a positive environment for my teachers and children in our care. Our childcare center is considered to be an early learning center, it is our goal to ensure that the children are taught positive interactions,

Attachment: Application from Robin Diaz (10115 : Appointment to First 5 Colusa Children and Families Commission)

positive behaviors, and school readiness.
2. Board of Director, Tribal Child Care Association of California
3. Advisory Panelist, CDSS Equity-Centered

(Section Break)

Email not displaying correctly? View it in your browser.

Attachment: Application from Robin Diaz (10115 : Appointment to First 5 Colusa Children and Families Commission)

Kimberly Nall
1606 Wescott Road
Colusa, CA 95932

RECEIVED
OCT 01 2024
COUNTY OF COLUSA
BOARD OF SUPERVISORS

Sunday, August 18, 2024

Ginger Harlow
Executive Director
First 5 Colusa Children and Families Commission
217 9th Street Suite B
Colusa CA, 95932

Dear Ms. Harlow and Commissioners,

It is with regret that I need to inform you about my decision to resign from the First 5 Commission, Colusa County. My current role as the Executive Director of the nonprofit the Tribal Child Care Association of California, has made it challenging for me to give the time it requires to be truly effective in my role as a Commissioner.

I have seen substantial growth and impressive initiatives to support children and families throughout Colusa County during the last ten plus years that I have served as a Commissioner, Vice President and President. I am more than confident you will continue to grow this amazing organization with your skilled leadership and vision.

Thank you for giving me a chance to work with such amazing leaders and to be a part of this team for so many years. I look forward to seeing the success you will continue to achieve, and I am always here to support if I can.

Respectfully,

Kimberly Nall

Kimberly Nall

Attachment: Resignation Letter from Kimberly Nall (10115 : Appointment to First 5 Colusa Children and Families Commission)

COUNTY OF COLUSA, CA **2.2**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Clerk Recorder/Elections**
FROM:	**Cristy Edwards**
SUBJECT:	**Adopt a Resolution Appointing Directors to Colusa County Special Districts in lieu of election pursuant to Elections Code 10515 et. seq.**

Adopt a Resolution Appointing Directors to Colusa County Special Districts in lieu of election pursuant to Elections Code 10515 et. seq.

Detailed Description/Background of request

California Elections Code section 10515(a)(2) and 10515(a)(3) provides in part that if by 5 p.m. on the 83rd day prior to the day fixed for the general district election no one has filed a declaration of candidacy for such an office and/or the number of persons who have filed a declaration of candidacy for director does not exceed the number of offices of director at large to be filled then 10515 (b) & 10515 (c) apply: *If no person has filed a declaration of candidacy for any office or if , the number of candidates who filed a declaration of candidacy for director does not exceed the number of offices for director the supervising authority shall appoint any person to the office who is qualified on the date when the election would have been held. The person appointed shall qualify and take office and serve exactly as if elected at a general district election for the office.*

Prior Board Action: Acknowledge receipt of the County Clerk's Certification of Facts regarding the November 5, 2024 Presidential General Election.

Fiscal Impact/Funding Source None

Action for the Clerk

Copy of Signed Resolution to the County Clerk.

ATTACHMENTS:

- Letter requesting appointment MPUD (PDF)
- Letter of Appointment CCWD (PDF)
- Certification of Facts 11052024 BOS (PDF)
- Resolution appointing Special Districts 2024 (DOCX)

MAXWELL PUBLIC UTILITY DISTRICT *INCORPORATED FEBRUARY 23, 1934*
Post Office Box 294, Maxwell, California 95955 • 54 N. San Francisco St.
• Phone (530) 438-2505 • Web Page maxwellpud.myruralwater.com • Email-kurt.maxwellpud@frontier.com

RECEIVED
AUG 15 2024
COLUSA COUNTY CLERK-RECORDER

August 13, 2024
To: Colusa County Board of Supervisors

The Maxwell Public Utility Board of Directors have discussed and would like to continue to have both members that missed the filing deadline of August 9, 2024; remain as part of our board body.

These two individuals are currently serving on our board and possess all qualifications of the office.

The two members are Carmen (Carmelo) Parra and James Lausten.

We would appreciate the Colusa County Board of Supervisors vote to appoint them back in for another term.

Thank you,

Kenneth Cohen, MPUD Board President

Attachment: Letter requesting appointment MPUD (10047 : Adopt a Resolution Appointing Directors to Special Districts)

COLUSA COUNTY WATER DISTRICT

Directors: Larry Rominger • Halbert W. Charter • Joseph Marsh • Shandon Smith • Frank Nobriga, Jr.

September 3, 2024

Colusa County Elections Department
Board of Supervisors
Attn: Cristy Edwards
546 Jay Street, Suite 200
Colusa, CA 95932

Re: Insufficient number of Candidates

Dear Esteemed Board:

Per notice received August 27, 2024, Colusa County Water District (CCWD) has one vacant board position. The CCWD Board of Directors would like to recommend Tim Kalfsbeek be appointed to the open position effective December 3, 2024.

Mr. Kalfsbeek is a lifetime resident of the Arbuckle College-City area and has continued farming in the area since graduating College. His experience and youth will be an asset to the District in bringing new ideas forward.

He is a registered voter of and resides within the Colusa County Water District boundaries. He is fully aware of the Board duties and is both willing and capable of carrying out those duties as required.

Thank you, in advance, for your consideration in filling the existing vacancy with the CCWD Board of Directors recommendation.

Sincerely,

Shelly Murphy
General Manager

Attachment: Letter of Appointment CCWD (10047 : Adopt a Resolution Appointing Directors to Special Districts)

CERTIFICATION OF FACTS
PURSUANT TO ELECTION CODE SECTION 10515
Election Date: November 5, 2024

As the office conducting the election for the districts, below I hereby certify that by 5:00 p.m. on the 83rd day prior to the day fixed for the general district election the following conditions existed:

In the following districts, where directors are to be elected at large or by division, the number of persons who have filed a declaration of candidacy does not exceed the number of seats to be filled at the November 5, 2024 election and no election will be held. All seats are for 4-year terms unless otherwise noted.

ARBUCKLE COLLEGE CITY FIRE PROTECTION DISTRICT - 3 seats to be filled, 3 candidates filed

Clarke Ornbaun, Joseph Kalfsbeek, Charles Grimmer

ARBUCKLE PARK & RECREATION DISTRICT - 2 seats to be filled, 2 candidates filed

Trevor Rabena, Susan Lytal

ARBUCKLE PUBLIC UTILITY DISTRICT - 1 seats to be filled, 1 candidate filed

Jose Ambriz-Corona

BEAR VALLEY–INDIAN VALLEY FIRE PROTECTION DIST - 3 seats to be filled, 3 candidates filed

Frank A. Pendell, Dwain Whitney, Bryan James Evans

COLUSA COUNTY WATER DISTRICT - 3 seats to be filled, 2 candidates filed

Halbert W. Charter, Joseph M. Marsh
No candidate filed for the 3nd seat. District will provide recommendations for appointment in lieu of election

CORTINA COMMUNITY SERVICES DISTRICT - 2 seats to be filled, 2 candidates filed

Rod Brandford, Maria Dolores Gomez

MAXWELL FIRE PROTECTION DISTRICT - 3 seats to be filled, 2 candidates filed

Jack L. Barrett Jr., DJ Mathis
No candidate filed for the 3nd seat. District will provide recommendations for appointment in lieu of election

MAXWELL PARK & RECREATION DISTRICT - 3 seats to be filled, 3 candidates filed

Daniel Azevedo, Randy Wilkins, Patricia Nerli

MAXWELL PARK & RECREATION DISTRICT - 1 seat to be filled, 1 candidate filed

Thomas Kyle Miller

MAXWELL PUBLIC UTILITY DISTRICT - 3 seats to be filled, 1 candidates filed

Kenneth R. Cohen
No candidate filed for the 2nd and 3nd seat. District will provide recommendations for appointment in lieu of election.

I further, certify that by 5:00 p.m. on August 14, 2024 no petitions calling for an election in the aforementioned Districts have been filed.

I request the Colusa County Board of Supervisors appoint candidates to their respective offices by forthcoming Resolution.

Cristy Jayne Edwards

Cristy Jayne Edwards
County Clerk and Registrar of Voters

Attachment: Certification of Facts 11052024 BOS (10047 : Adopt a Resolution Appointing Directors to Special Districts)

RESOLUTION NO. 24-

RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS APPOINTING DIRECTORS TO SPECIAL DISTRICTS PURSUANT TO ELECTIONS CODE SECTION 10515 ET SEQ.

WHEREAS, California Elections Code Section 10515 et seq. states that if a Declaration of Candidacy has been filed by only one person, by no person, or if the number of persons who have filed does not exceed the number of offices to be filled, the supervising authority of the County shall make appointments to the District; and

WHEREAS, the Office of County Clerk and Registrar of Voters of the County of Colusa has reviewed the candidate filings for the November 5, 2024 General Election and has determined that one or all of the conditions allowed exist and has submitted a Certificate of Facts to the Board of Supervisors; and

WHEREAS, pursuant to Section 10515 of the Elections Code the Colusa County Board of Supervisors is required to appoint candidates to offices which qualify under that section of the Elections Code; and

WHEREAS, letters requesting appointments to the qualifying offices have been submitted by the Districts and are on file in the Office of the County Clerk along with timely filed Declarations of Candidacy, where applicable

NOW, THEREFORE, BE IT RESOLVED that the Colusa County Board of Supervisors hereby appoints Special District Directors to office to serve as indicated.

Section 1 - Appointment in-lieu of Election (I) Incumbent		
ARBUCKLE COLLEGE CITY FIRE PROTECTION DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Clarke Ornbaun (I)
4-year term	12/6/2024 – 12/1/2028	Joseph Kalfsbeek (I)
4-year term	12/6/2024- 12/1/2028	Charles Grimmer (I)
ARBUCKLE PARK AND RECREATION DISTRICT		
4-year term	12/6/2024 12/1/2028	Susan M. Lytal (I)
4-year term	12/6/2024 12/1/2028	Trevor Rabena
ARBUCKLE PUBLIC UTILITY DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Jose Ambriz-Corona
BEAR VALLEY INDIAN VALLEY FIRE PROTECTION DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Frank A. Pendell (I)

Attachment: Resolution appointing Special Districts 2024 (10047 : Adopt a Resolution Appointing Directors to Special Districts)

4-year term	12/6/2024 – 12/1/2028	Dwain Whitney (I)
4-year term	12/6/2024 – 12/1/2028	Bryan J. Evans (I)
COLUSA COUNTY WATER DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Halbert Charter (I)
4-year term	12/6/2024 – 12/1/2028	Joseph M. Marsh (I)
CORTINA COMMUNITY SERVICES DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Rod Bradford (I)
4-year term	12/6/2024 – 12/1/2028	Maria Dolores Gomez
MAXWELL FIRE PROTECTION DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Jack L. Barrett Jr. (I)
4-year term	12/6/2024 – 12/1/2028	DJ Mathis (I)
MAXWELL PARK AND RECREATION DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Daniel Azevedo(I)
4-year term	12/6/2024 – 12/1/2028	Patricia Nerli (I)
4 year term	12/6/2024 – 12/1/2028	Randy Wilkins
MAXWELL PARK AND RECREATION DISTRICT		
2-year term	12/6/2024 – 12/4/2026	Kyle Miller
MAXWELL PUBLIC UTILITY DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Kenneth Cohen (I)

Section 2 - Appointment Recommendations		
COLUSA COUNTY WATER DISTRICT		
4-year term	12/6/2024 – 12/1/2028	Tim Kalfsbeek
MAXWELL FIRE PROTECTION DISTRICT		
4-year term	12/6/2024 – 12/1/2028	
MAXWELL PUBLIC UTILITY DISTRICT		

Attachment: Resolution appointing Special Districts 2024 (10047 : Adopt a Resolution Appointing Directors to Special Districts)

4-year term	12/6/2024 – 12/1/2028	Carmen Parra (I)
4-year term	12/6/2024 – 12/1/2028	James Lausten (I)
Section 3 – No Recommendations		

PASSED AND ADOPTED this 15th day of October 2024 by the following vote:

AYES:

NOES:

ABSENT:

_____
Gary Evans, Board Chair

ATTEST: Wendy G. Tyler, Clerk of the Board of Supervisors

By _____
Patricia Rodriguez, Deputy Board Clerk

APPROVED AS TO FORM:

_____
Richard Stout, County Counsel

Attachment: Resolution appointing Special Districts 2024 (10047 : Adopt a Resolution Appointing Directors to Special Districts)

COUNTY OF COLUSA, CA

2.3

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: Purchasing and Procurement

FROM: Molly West

SUBJECT: Approve 1st modification with Fifth Asset Inc., dba DebtBook for a premium support package to verify if approved contracts will qualify for GASB 87 or GASB 96, effective October 15, 2024.

Approve 1st modification with **Fifth Asset Inc., dba DebtBook** for a premium support package to verify if approved contracts will qualify for GASB 87 or GASB 96, effective October 15, 2024.

Detailed Description/Background of request

The Auditor/Controller's Office is requesting approval of the first modification of the current agreement (C23-079) which adds Premium Support Services to the original package as referenced in the addition to Attachment A.1.

DebtBook is offering a Premium Support package whereby clients are able to provide applicable agreements (both leases and subscription-based I.T. arrangements) to DebtBook throughout the fiscal year as they are approved by the Board of Supervisors. The DebtBook staff will verify that those agreements qualify for disclosure under GASB 87 or GASB 96 and will process them within the DebtBook software within 90 days of receipt. The positive aspect to the county is in the amount of manual time saved by county staff trying to understand the intricacies of GASB 87 and 96, determining if the agreements do indeed qualify, and attempting to enter the proper information into the software product so the annual audit information is calculated correctly.

Prior Board Action

C23-079

Fiscal Impact/Funding Source

Budgeted 001-53180-421

Action for the Clerk

Please obtain signatures, number contract, forward to Robert Zunino for vendor distribution.

ATTACHMENTS:

- 1st Mod_DebtBook(DOCX)
- Attachment A.1_Colusa County_OF_PS_08_30_2024 (PDF)

- C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (PDF)

First Modification Renewal Order Form

This First Modification of the Renewal Order Form ("Contract") is between County of Colusa (“County”), a political subdivision of the State of California, and Fifth Asset, Inc., dba DebtBook, a Delaware Corporation.

Background

On April 15, 2022, the parties executed Contract C23-079 for the Contractor to provide County with the DebtBook platform.

The parties now want to modify the Contract to add Attachment A.1. approving additional services in the form of a Premium Support package. With this package, clients are able to provide applicable agreements to DebtBook which then verify if those agreements qualify for disclosure under GASB 87 or GASB 96.

Modification

The parties agree to modify the Contract effective October 15, 2024, as follows:

1. Attachment A.1, Order Form is included to add Premium Support Services.

COUNTY OF COLUSA

_____Date:_____
Gary J. Evans, Chair

APPROVED AS TO FORM

_____
Richard Stout, County Counsel

FIFTH ASSET, INC., DBA DEBTBOOK

_____Date:_____
Signature

_____
Printed Name and Title

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

_____
Patricia Rodriguez, Deputy Clerk

Attachment: 1st Mod_DebtBook (10072 : Approve 1st Modification with Fifth Asset Inc., dba DebtBook)

DebtBook

ORDER FORM

I. **General Information**

Customer Information

Customer Name:	Colusa County, CA ("Customer")
Address:	546 Jay Street, Suite 202 Colusa, CA 95932
Contact Name:	Robert Zunino
Email:	rzunino@countyofcolusa.org

Customer Billing Information

Address:	546 Jay Street, Suite 202 Colusa, CA 95932
Billing Email:	rzunino@countyofcolusa.org

Order Form Information

Order Form Effective Date: Date of last signature

Agreement Effective Date: April 15, 2022

II. **Products & Services**

Item & Description	Quantity	Unit Price	Total
Premium Support Annual recurring fee for Premium Support Services provided in units of up to 25 agreements per unit per 12 month term	1	$1,250.00	$1,250.00
		Total	**$1,250.00**

III. **Order Form Terms**

1. **Services**. This Order Form sets forth the Services to be provided to Customer, including the specific Products to be provided to Customer through its access to the Applications Services.
2. **Term**. The Initial Term of this Order Form begins on the Effective Date and ends on April 14, 2025. Thereafter, this Order Form will renew in accordance with the Agreement (as defined below).
3. **Fees**. DebtBook will invoice Customer upon signature of this Order Form. DebtBook will charge Customer the Annual Fees payable for the period beginning on the Effective Date of this Order Form and ending on April 14, 2025. For the avoidance of doubt, the Annual Fees will not be prorated. All Fees thereafter will be due and payable annually and subject to the payment terms of the Agreement. Each invoice will be emailed to Customer's billing contacts indicated above.

IV. **Additional Terms**

1. Customer will provide applicable agreements to DebtBook as the Customer receives the agreements throughout the year. Failure to provide the agreements promptly as they are received throughout the year may cause material delays or otherwise limit DebtBook's ability to perform the Premium Support Services.
2. All agreements submitted by Customer to DebtBook in accordance with the Agreement will be processed by DebtBook within 90 days of receipt.
3. DebtBook will not issue refunds or credits for any unused Premium Support.

V. **General Terms**

This Order Form and the Services are governed by the written Agreement (the "Agreement") executed between the Parties, as amended. The Agreement supersedes any prior discussion or representations regarding Customer's purchase and use of the Products and Services described in this Order Form. Each of the undersigned represents that (1) they are authorized to execute and deliver this Order Form on behalf of their respective party, (2) they are authorized to bind their respective party to the

Attachment: Attachment A.1_Colusa County_OF_PS_08_30_2024 (10072 : Approve 1st Modification with Fifth Asset Inc., dba DebtBook)

terms of the Agreement, and (3) if Customer is a Government Entity, sufficient funds have been appropriated and are available to pay any Fees due under the Agreement in Customer's current fiscal year. Capitalized terms not defined in this Order Form will have the same meaning ascribed to them as set forth in the Agreement. This Order Form and any other documents executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. If permitted by applicable law, electronic signatures may be used for the purpose of executing this Order Form by email or other electronic means. Any document delivered electronically and accepted is deemed to be "in writing" to the same extent and with the same effect as if the document had been signed manually.

Fifth Asset, Inc. d/b/a DebtBook	**Colusa County, CA**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Attachment: Attachment A.1_Colusa County_OF_PS_08_30_2024 (10072 : Approve 1st Modification with Fifth Asset Inc., dba DebtBook)

CLERK OF THE BOARD OF SUPERVISORS

Wendy G. Tyler,
Clerk to the Board
of Supervisors

Ann Nordyke, CCB
Chief Deputy Clerk
to the Board

Patricia Rodriguez
Deputy Clerk
to the Board

Melissa Kitts
Deputy Clerk
to the Board

SUPERVISORS
J. Merced Corona,
District I

Daurice K. Smith,
District II

Kent S. Boes,
District III,
Chair

Gary J. Evans,
District IV,
Vice-Chair

Janice A. Bell,
District V

April 27, 2023

Debtbook
Attn: Tyler Traudt, CEO
PO Box 667950
Charlotte, NC 28266

RE: **Colusa County Contract No. C23-079**

Dear Mr. Traudt,

The Colusa County Board of Supervisors approved the above mentioned contract at their meeting held on April 25, 2023. Enclosed you will find two (2) duplicate original contracts for signature. Please have the enclosed contracts signed, and return one original to this office in the envelope provided.

To the extent that the contract contains an insurance provision, please ensure that evidence of coverage is provided to this office pursuant to the terms of the contract.

Should you have any questions regarding the contract please contact the Auditor-Controller's Office at (530)458-0400.

Sincerely,

Melissa Kitts,
Deputy Clerk

547 Market Street, Suite 102 ✦ Colusa, CA 95932 ✦ (530) 458-0508/0509/0735 ✦
(530) 458-0510 fax ✦ boardclerk@countyofcolusa.com

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset Inc.,

RENEWAL ORDER FORM

Fifth Asset, Inc., d/b/a DebtBook ("**DebtBook**") is pleased to provide Colusa County, CA ("**Customer**") with the Services subject to the terms established in this Order Form, including DebtBook's Price Quote attached as **Exhibit A** and incorporated herein by this reference (the "**DebtBook Quote**").

On and after the Effective Date listed below, this Order Form supersedes and replaces the Order Form previously executed and delivered by DebtBook and the Customer (the "**Original Order Form**"). This Order Form may be modified or replaced from time to time by a subsequent Order Form duly executed and delivered by each party in connection with any Renewal Term.

The Services are subject to DebtBook's General Terms & Conditions, which were provided to Customer in connection with the execution and delivery of the Original Order Form (the "**Terms & Conditions**"), and the Incorporated Documents referenced in the Terms & Conditions. Each capitalized term used but not defined in this Order Form has the meaning given in the Terms & Conditions.

Order Form Details	
Effective Date: 4/15/2023	Billing Frequency: Annually
Initial Term End Date: 4/14/2025	Payment Terms: Net 30
Initial Pricing Tier: Tier 2	See the DebtBook Quote for more details

Services. Subject to the terms described in this Order Form, DebtBook will grant Customer access to the Application Services during the Initial Term described above and, if applicable, each subsequent Renewal Term. As part of the onboarding process, DebtBook will provide Customer with the Onboarding Services and, if requested, the Implementation Services. DebtBook will also provide Customer with the Support Services throughout the Term.

Fees. DebtBook will charge Customer (1) a recurring Subscription Fee for Customer's access to the Onboarding Services, the Application Services, and the Support Services and (2) if applicable, an Implementation Fee for the Implementation Services, in each case as set forth in the DebtBook Quote and this Order Form.

Generally, DebtBook sets Fees using its standard pricing schedule for the Services based on the Customer's applicable Pricing Tier, which is based on the total number and amount of the Customer's Application Obligations at the time of determination. DebtBook's current pricing schedule and Pricing Tiers are set forth in the DebtBook Quote, which will remain in effect with respect to Customer throughout the Initial Term.

The Initial Pricing Tier indicated above is based on Customer's good faith estimate of its Application Obligations as of the Effective Date. The Subscription Fees to be charged as provided in the DebtBook Quote will not change during the Initial Term, regardless of any change to the actual number or amount of the Customer's Application Obligations during the Initial Term.

Implementation Services. At Customer's request, DebtBook will provide Implementation Services to Customer for a 12-month period, with each such period beginning, if applicable, on the Effective Date and on each anniversary of the Effective Date thereafter (each, an **"Implementation Period"**). Customer may request Implementation Services at any time during the Term.

If Implementation Services are requested for any Implementation Period, then the Implementation Fee will be based on the aggregate number and amount of the Customer's Application Obligations at the beginning of such Implementation Period. The Implementation Fee will be due and payable at the later of (1) the beginning of the applicable Implementation Period or (2) the date on which Customer requests Implementation Services for such Implementation Period, and will entitle Customer, in each case, to Implementation Services at the applicable Pricing Tier through the end of the Implementation Period then in effect.

For any Implementation Period, if the total number or amount of Customer's Application Obligations implemented causes Customer's applicable Pricing Tier to increase, then DebtBook will charge Customer an additional Implementation Fee such that the total Implementation Fee charged for such Implementation Period equals the Implementation Fee applicable to the increased Pricing Tier as set forth in the DebtBook Quote.

Billing. Unless otherwise provided in the Order Form or the Customer Terms, all Fees will be due and payable in advance on the terms indicated above, and each invoice will be emailed to the Customer's billing contact indicated below.

Renewal Term. The Agreement is subject to renewal on the terms set forth in the Terms & Conditions. The Pricing Tier applicable for each Renewal Term will be determined based on the aggregate number and amount of the Customer's Application Obligations at the time of renewal.

Termination. The Agreement is subject to early termination on the terms set forth in the Terms & Conditions.

Entire Agreement. By executing this Order Form, each party agrees to be bound by this Order Form, the Terms & Conditions, the Incorporated Documents, and any Customer Terms.

This Order Form, the Customer Terms, the Terms & Conditions, and the Incorporated Documents constitute the complete "Agreement" between the parties and supersede any prior discussion or representations regarding the Customer's purchase and use of the Services.

Intellectual Property. Except for the limited rights and licenses expressly granted to Customer under this Order Form and the Terms & Conditions, nothing in the Agreement grants to Customer or any third party any intellectual property rights or other right, title, or interest in or to the DebtBook IP.

Important Disclaimers & Limitations. EXCEPT FOR THE WARRANTIES SET FORTH IN THE TERMS & CONDITIONS, DEBTBOOK IP IS PROVIDED "AS IS," AND DEBTBOOK DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. IN ADDITION, TO THE EXTENT PERMITTED BY APPLICABLE LAW, THE PARTIES' LIABILITIES UNDER THE AGREEMENT ARE LIMITED AS SET FORTH IN THE TERMS & CONDITIONS.

Notices. Any Notice delivered under the Agreement will be delivered to the address below each party's signature below.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset Inc.,

Authority; Execution. Each of the undersigned represents that they are authorized to (1) execute and deliver this Order Form on behalf of their respective party and (2) bind their respective party to the terms of the Agreement. This Order Form and any other documents executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. To the extent permitted by applicable law, electronic signatures may be used for the purpose of executing the Order Form by email or other electronic means. Any document delivered electronically and accepted is deemed to be "in writing" to the same extent and with the same effect as if the document had been signed manually.

FIFTH ASSET, INC., D/B/A DEBTBOOK

By: Tyler Traudt
Name: Tyler Traudt
Title: CEO

COLUSA COUNTY, CA

By:
Name: Kent S. Boes
Title: Chairman, County Board of Supervisors

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

Melissa Kitts, Deputy

APPROVED AS TO FORM

Richard Stout, County Counsel

Notice Address

PO Box 667950
Charlotte, NC 28266
Attention: Chief Executive Officer
tyler.traudt@debtbook.com

Notice Address
Colusa County
Auditor-Controller
547 Market Street
Colusa, CA. 95932
Attention: Andrea Navarro
agnavarro@countyofcolusa.org

Billing Contact
Same as above.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset Inc.,

C23-079

Exhibit A

DebtBook Quote

[See attached.]

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

DebtBook Quote

Colusa County, CA

547 Market Street

Colusa, CA 95932

Andrea Navarro

Assistant Auditor-Controller

agnavarro@countyofcolusa.org

Prepared By:

DebtBook

Chad Cowan

Account Director

chad.cowan@debtbook.com

Notice Address:

PO Box 667950

Charlotte, NC 28266

Products & Services

Description	Qty	Annual Fee	Discount	Total
Implementation Charge: Tier 2 This represents the cost of our White Glove Implementation process for GASB 96 for your organization.	1	$2,000 Year 1	–	$2,000 Year 1 Cost
Subscription Charge: Tier 2 This represents the annual subscription charge your organization pays for access to the DebtBook platform. There are no additional charges - this covers unlimited users, external sharing, support and training.	1	$13,000 Year 1	–	$13,000 Year 1 Cost
Subscription Charge: Tier 2 This represents the annual subscription charge your organization pays for access to the DebtBook platform. There are no additional charges - this covers unlimited users, external sharing, support and training.	1	$13,000 Year 2	–	$13,000 Year 2 Cost

Total 2 Year Renewal Cost with Implementation (Billed Annually): $28,000

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

DEBTBOOK'S GENERAL TERMS & CONDITIONS

Please carefully read these General Terms and Conditions (these "**Terms & Conditions**") which govern the Customer's access and use of the Services described in the Order Form.

By executing the Order Form and using any of the Services, the Customer agrees to be bound by these Terms.

1. Definitions.

"**Aggregated Statistics**" means data and information related to Customer's use of the Services that is used by DebtBook in an aggregate and anonymized manner, including statistical and performance information related to the Services.

"**Agreement**" means, collectively and to the extent applicable, the Order Form, any Customer Terms, these Terms & Conditions, and the Incorporated Documents, in each case as may be amended from time to time in accordance with their terms.

"**Application Obligations**" means, collectively, Customer's debt, lease, and other financial obligations relevant to the Application Services.

"**Application Services**" means DebtBook's debt, lease, and financial obligation management and compliance software-as-a-service application.

"**Appropriate Security Measures**" means, collectively, commercially reasonable technical and physical controls and safeguards intended to protect Customer Data against destruction, loss, unauthorized disclosure, or unauthorized access by employees or contractors employed by DebtBook.

"**Authorized User**" means any of Customer's employees, consultants, contractors, or agents who are authorized by Customer to access and use any of the Services.

"**Customer**" means the person or entity purchasing the Services as identified in the Order Form.

"**Customer Data**" means, other than Aggregated Statistics, information, data, and other content, in any form or medium, that is transmitted by or on behalf of Customer or an Authorized User through the Services.

"**Customer Terms**" means any terms or agreements provided by Customer and applicable to the Services but only to the extent such terms or agreements are expressly referenced and incorporated into the Order Form. For the avoidance of doubt, "Customer Terms" does not include any purchase order or similar document generated by Customer unless such document is expressly referenced and incorporated into the Order Form.

"**DebtBook**" means Fifth Asset, Inc., d/b/a DebtBook, a Delaware corporation, and its permitted successor and assigns.

"**DebtBook IP**" means (1) the Services, Documentation, and Feedback, including all ideas, concepts, discoveries, strategies, analyses, research, developments, improvements, data, materials, products, documents, works of authorship, processes, procedures, designs, techniques, inventions, and other intellectual property, whether or not patentable or copyrightable, and all embodiments and derivative works of each of the foregoing in any form and media, that are developed, generated or produced by DebtBook arising from or related to the Services, Documentation, or Feedback; and (2) any intellectual property provided to Customer or any Authorized User in connection with the foregoing other than Customer Data.

"**Documentation**" means DebtBook's end user documentation and content, regardless of media, relating to the Services made available from time to time on DebtBook's website at https://support.debtbook.com.

"**Feedback**" means any comments, questions, suggestions, or similar feedback transmitted in any manner to DebtBook, including suggestions relating to features, functionality, or changes to the DebtBook IP.

"**Governing State**" means, if Customer is a Government Entity, the state in which Customer is located. If Customer is not a Government Entity, "Governing State" means the State of North Carolina.

"**Government Entity**" means any unit of state or local government, including states, counties, cities, towns, villages, school districts, special purpose districts, and any other political or governmental subdivisions and municipal corporations, and any agency, authority, board, or instrumentality of any of the foregoing.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

"**Implementation Services**" means, if requested by Customer, the additional implementation services provided to Customer on an annual basis, including tailored implementation support, review of Application Obligations, and entry of relevant Customer Data.

"**Incorporated Documents**" means, collectively, the Privacy Policy, the SLA, and the Usage Policy, as each may be updated from time to time in accordance with their terms. The Incorporated Documents, as amended, are incorporated into these Terms & Conditions by this reference. Current versions of the Incorporated Documents are available at https://www.debtbook.com/legal.

"**Initial Term**" means the Initial Term of the Services beginning on the Effective Date and ending on the Initial Term End Date, as established in the Order Form.

"**Onboarding Services**" means onboarding services, support, and training as required to make the Application Services available to the Customer during the Initial Term.

"**Order Form**" means (1) the order document executed and delivered by DebtBook and Customer for the Initial Term or (2) to the extent applicable, any subsequent order document executed and delivered by DebtBook and Customer for any Renewal Term.

"**Pricing Tier**" means the Customer's applicable pricing tier, determined based on the number and amount of Application Obligations at the time of determination, as set forth in the schedule included as part of the Order Form.

"**Privacy Policy**" means, collectively, DebtBook's privacy policy and any similar data policies generally applicable to all users of the Application Services, in each case as posted to DebtBook's website and as updated from time to time in accordance with their terms.

"**Renewal Term**" means any renewal term established in accordance with the terms of the Agreement.

"**Services**" means, collectively, the Application Services, the Onboarding Services, the Implementation Services, and the Support Services.

"**SLA**" means the Service Level Addendum generally applicable to all users of the Application Services, as posted to DebtBook's website and as updated from time to time in accordance with its terms.

"**Support Services**" means the general maintenance services and technical support provided in connection with the Application, as more particularly described in the SLA.

"**Term**" means, collectively, the Initial Term and, if applicable, each successive Renewal Term.

"**Usage Policy**" means, collectively, DebtBook's acceptable usage policy, any end user licensing agreement, or any similar policy generally applicable to all end users accessing the Application Services, in each case as posted to DebtBook's website and as updated from time to time in accordance with its terms.

Each capitalized term used but not otherwise defined in these Terms & Conditions has the meaning given to such term in the applicable Order Form.

2. Access and Use.

(a) Provision of Access. Subject to the terms and conditions of the Agreement, DebtBook grants Customer and Customer's Authorized Users a non-exclusive, non-transferable (except as permitted by these Terms) right to access and use the Application Services during the Term, solely for Customer's internal use and for the Authorized Users' use in accordance with the Agreement. DebtBook will provide to Customer the necessary passwords and network links or connections to allow Customer to access the Application Services.

(b) Documentation License. Subject to the terms and conditions of the Agreement, DebtBook grants to Customer and Customer's Authorized Users a non-exclusive, non-sublicensable, non-transferable (except as permitted by these Terms) license to use the Documentation during the Term solely for Customer's and its Authorized User's internal business purposes in connection with its use of the Services.

(c) Customer Responsibilities. Customer is responsible and liable for its Authorized Users' access and use of the Services and Documentation, regardless of whether such use is permitted by the Agreement. Customer must use reasonable efforts to make all Authorized Users aware of the provisions applicable to their use of the Services, including the Incorporated Documents.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

(d) Use Restrictions. Customer may not at any time, directly or indirectly through any Authorized User, access or use the Services in violation of the Usage Policies, including any attempt to (1) copy, modify, or create derivative works of the Services or Documentation, in whole or in part; (2) sell, license, or otherwise transfer or make available the Services or Documentation except as expressly permitted by the Agreement; or (3) reverse engineer, disassemble, decompile, decode, or otherwise attempt to derive or gain access to any software component of the Services, in whole or in part. Customer will not knowingly transmit any personally identifiable information to DebtBook or any other third-party through the Services.

(e) Suspension. Notwithstanding anything to the contrary in the Agreement, DebtBook may temporarily suspend Customer's and any Authorized User's access to any or all of the Services if: (1) Customer is more than 45 days late in making any payment due under, and in accordance with, the terms of the Agreement, (2) DebtBook reasonably determines that (A) there is a threat or attack on any of the DebtBook IP; (B) Customer's or any Authorized User's use of the DebtBook IP disrupts or poses a security risk to the DebtBook IP or to any other customer or vendor of DebtBook; (C) Customer, or any Authorized User, is using the DebtBook IP for fraudulent or other illegal activities; or (D) DebtBook's provision of the Services to Customer or any Authorized User is prohibited by applicable law; or (3) any vendor of DebtBook has suspended or terminated DebtBook's access to or use of any third-party services or products required to enable Customer to access the Services (any such suspension, a "**Service Suspension**"). DebtBook will use commercially reasonable efforts to (i) provide written notice of any Service Suspension to Customer, (ii) provide updates regarding resumption of access to the Services, and (iii) resume providing access to the Services as soon as reasonably possible after the event giving rise to the Service Suspension is cured. DebtBook is not liable for any damage, losses, or any other consequences that Customer or any Authorized User may incur as a result of a Service Suspension.

(f) Aggregated Statistics. Notwithstanding anything to the contrary in the Agreement, DebtBook may monitor Customer's use of the Services and collect and compile Aggregated Statistics. As between DebtBook and Customer, all right, title, and interest in Aggregated Statistics, and all intellectual property rights therein, belong to and are retained solely by DebtBook. DebtBook may compile Aggregated Statistics based on Customer Data input into the Services. DebtBook may (1) make Aggregated Statistics publicly available in compliance with applicable law, and (2) use Aggregated Statistics as permitted under applicable law so long as, in each case, DebtBook's use of any Aggregated Statistics does not identify the Customer or disclose Customer's Confidential Information.

3. Service Levels and Support. Subject to the terms and conditions of the Agreement, DebtBook will use commercially reasonable efforts to make the Application Services and Support Services available in accordance with the SLA.

4. Fees and Payment.

(a) Fees. Customer will pay DebtBook the fees ("**Fees**") set forth in the Order Form. DebtBook will invoice Customer for all Fees in accordance with the invoicing schedule and requirements set forth in the Order Form. Customer must pay all Fees in US dollars, and all Fees are fully earned once paid. To the extent permitted by applicable law, if Customer fails to make any payment when due, DebtBook may, without limiting any of its other rights, charge interest on the past due amount at the lowest of (1) the rate of 1.5% per month, (2) the rate established in any Customer Term, or (3) the maximum rate permitted under applicable law.

(b) Taxes. All Fees and other amounts payable by Customer under the Agreement are exclusive of taxes and similar assessments. Unless Customer is exempt from making any such payment under applicable law or regulation, Customer is responsible for all applicable sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer under the Agreement, other than any taxes imposed on DebtBook's income.

5. Confidential Information.

(a) From time to time during the Term, either party (the "**Disclosing Party**") may disclose or make available to the other party (the "**Receiving Party**") information about the Disclosing Party's business affairs, products, confidential intellectual property, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether in written, electronic, or other form or media, that is marked, designated, or otherwise identified as "confidential", or which a reasonable person would understand to be confidential or proprietary under the circumstances (collectively, "**Confidential Information**"). For the avoidance

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

of doubt, DebtBook's Confidential information includes the DebtBook IP and the Application Services source code and specifications. As used in the Agreement, "Confidential Information" expressly excludes any information that, at the time of disclosure is (1) in the public domain; (2) known to the receiving party at the time of disclosure; (3) rightfully obtained by the Receiving Party on a non-confidential basis from a third party; or (4) independently developed by the Receiving Party.

(b) To the extent permitted by applicable law, the Receiving Party will hold the Disclosing Party's Confidential Information in strict confidence and may not disclose the Disclosing Party's Confidential Information to any person or entity, except to the Receiving Party's employees, officers, directors, agents, subcontractors, financial advisors, and attorneys who have a need to know the Confidential Information for the Receiving Party to exercise its rights or perform its obligations under the Agreement or otherwise in connection with the Services. Notwithstanding the foregoing, each party may disclose Confidential Information to the limited extent required (1) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the party making the disclosure pursuant to the order must first give written notice to the other party; or (2) to establish a party's rights under the Agreement, including to make required court filings.

(c) On the expiration or termination of the Agreement, the Receiving Party must promptly return to the Disclosing Party all copies of the Disclosing Party's Confidential Information, or destroy all such copies and, on the Disclosing Party's request, certify in writing to the Disclosing Party that such Confidential Information has been destroyed.

(d) Each party's obligations under this Section are effective as of the Effective Date and will expire three years from the termination of the Agreement; provided, however, with respect to any Confidential Information that constitutes a trade secret (as determined under applicable law), such obligations of non-disclosure will survive the termination or expiration of the Agreement for as long as such Confidential Information remains subject to trade secret protection under applicable law.

(e) Notwithstanding anything in this Section to the contrary, if Customer is a Government Entity, then DebtBook expressly agrees and understands that Customer's obligations under this Section are subject in all respects to, and only enforceable to the extent permitted by, the public records laws, policies, and regulations of the Governing State.

6. Intellectual Property.

(a) DebtBook IP. As between Customer and DebtBook, DebtBook owns all right, title, and interest, including all intellectual property rights, in and to the DebtBook IP.

(b) Customer Data. As between Customer and DebtBook, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data. Customer hereby grants to DebtBook a non-exclusive, royalty-free, worldwide license to reproduce, distribute, sublicense, modify, prepare derivative works based on, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary or appropriate for DebtBook to provide the Services to Customer.

(c) Effect of Termination. Without limiting either party's obligations under Section 5 of the Agreement, DebtBook, at no further charge to Customer, will (1) provide Customer with temporary access to the Application Services for up to 60 days after the termination of the Agreement to permit Customer to retrieve its Customer Data in a commercially transferrable format and (2) use commercially reasonable efforts to assist Customer, at Customer's request, with such retrieval. After such period, DebtBook may destroy any Customer Data in accordance with DebtBook's data retention policies.

7. Limited Warranties.

(a) Functionality & Service Levels. During the Term, the Application Services will operate in a manner consistent with general industry standards reasonably applicable to the provision of the Application Services and will conform in all material respects to the Documentation and service levels set forth in the SLA when accessed and used in accordance with the Documentation. Except as expressly stated in the SLA, DebtBook does not make any representation, warranty, or guarantee regarding availability of the Application Services, and the remedies set forth in the SLA are Customer's sole remedies and DebtBook's sole liability under the limited warranty set forth in this paragraph.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

(b) Security. DebtBook has implemented Appropriate Security Measures and has made commercially reasonable efforts to ensure its licensors and hosting providers, as the case may be, have implemented Appropriate Security Measures intended to protect Customer Data.

(c) EXCEPT FOR THE WARRANTIES SET FORTH IN THIS SECTION, DEBTBOOK IP IS PROVIDED "AS IS," AND DEBTBOOK HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. DEBTBOOK SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN THIS SECTION, DEBTBOOK MAKES NO WARRANTY OF ANY KIND THAT THE DEBTBOOK IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

(d) DebtBook exercises no control over the flow of information to or from the Application Service, DebtBook's network, or other portions of the Internet. Such flow depends in large part on the performance of Internet services provided or controlled by third parties. At times, actions or inactions of such third parties can impair or disrupt connections to the Internet. Although DebtBook will use commercially reasonable efforts to take all actions DebtBook deems appropriate to remedy and avoid such events, DebtBook cannot guarantee that such events will not occur. ACCORDINGLY, DEBTBOOK DISCLAIMS ANY AND ALL LIABILITY RESULTING FROM OR RELATING TO ALL SUCH EVENTS, AND EXCEPT AS OTHERWISE EXPRESSLY PROVIDED IN THE AGREEMENT, ANY OTHER ACTIONS OR INACTIONS CAUSED BY OR UNDER THE CONTROL OF A THIRD PARTY.

8. Indemnification.

(a) DebtBook Indemnification.

(i) DebtBook will indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) (collectively, "**Losses**") incurred by Customer resulting from any third-party claim, suit, action, or proceeding ("**Third-Party Claim**") that the Application Services, or any use of the Application Services in accordance with the Agreement, infringes or misappropriates such third party's US patents, copyrights, or trade secrets, provided that Customer promptly notifies DebtBook in writing of the Third-Party Claim, reasonably cooperates with DebtBook in the defense of the Third-Party Claim, and allows DebtBook sole authority to control the defense and settlement of the Third-Party Claim.

(ii) If such a claim is made or appears possible, Customer agrees to permit DebtBook, at DebtBook's sole expense and discretion, to (A) modify or replace the DebtBook IP, or component or part of the DebtBook IP, to make it non-infringing, or (B) obtain the right for Customer to continue use. If DebtBook determines that neither alternative is reasonably available, DebtBook may terminate the Agreement in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer, so long as, in each case, DebtBook promptly refunds or credits to Customer all amounts Customer paid with respect to the DebtBook IP that Customer cannot reasonably use as intended under the Agreement.

(iii) DebtBook's indemnification obligation under this Section will not apply to the extent that the alleged infringement arises from Customer's use of the Application Services in combination with data, software, hardware, equipment, or technology not provided or authorized in writing by DebtBook or modifications to the Application Services not made by DebtBook.

(b) Sole Remedy. SECTION 8(a) SETS FORTH CUSTOMER'S SOLE REMEDIES AND DEBTBOOK'S SOLE LIABILITY FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE SERVICES INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY THIRD PARTY'S INTELLECTUAL PROPERTY RIGHTS. IN NO EVENT WILL DEBTBOOK'S LIABILITY UNDER SECTION 8(a) EXCEED $1,000,000.

(c) Customer Indemnification. To the extent permitted by applicable law, Customer will indemnify, hold harmless, and, at DebtBook's option, defend DebtBook from and against any Losses resulting from any Third-Party Claim that the Customer Data, or any use of the Customer Data in accordance with the Agreement, infringes or misappropriates such third party's intellectual property rights and any Third-Party

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

Claims based on Customer's or any Authorized User's negligence or willful misconduct or use of the Services in a manner not authorized by the Agreement.

9. Limitations of Liability. EXCEPT AS EXPRESSLY OTHERWISE PROVIDED IN THIS SECTION, IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER OR IN CONNECTION WITH THE AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES, REGARDLESS OF WHETHER EITHER PARTY WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. EXCEPT AS EXPRESSLY OTHERWISE PROVIDED IN THIS SECTION, IN NO EVENT WILL THE AGGREGATE LIABILITY OF DEBTBOOK ARISING OUT OF OR RELATED TO THE AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID TO DEBTBOOK UNDER THE AGREEMENT IN THE 12-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM. THE EXCLUSIONS AND LIMITATIONS IN THIS SECTION DO NOT APPLY TO CLAIMS PURSUANT TO SECTION 8.

10. Term and Termination.

(a) Term. Except as the parties may otherwise agree in the Order Form, or unless terminated earlier in accordance with the Agreement:

(i) the Initial Term of the Agreement will begin on the Effective Date and end on the Initial Term End Date;

(ii) the Agreement will automatically renew for successive 12-month Renewal Terms unless either party gives the other party written notice of non-renewal at least 30 days before the expiration of the then-current term; and

(iii) each Renewal Term will be subject to the same terms and conditions established under the Agreement, with any Fees determined in accordance with DebtBook's then-current pricing schedule published on DebtBook's website and generally appliable to all users of the Services, as provided to Customer at least 60 days before the expiration of the then-current term.

(b) Termination. In addition to any other express termination right set forth in the Agreement:

(i) DebtBook may terminate the Agreement immediately if Customer breaches any of its obligations under Section 2 or Section 5;

(ii) Customer may terminate the Agreement in accordance with the SLA;

(iii) either party may terminate the Agreement, effective on written notice to the other party, if the other party materially breaches the Agreement, and such breach: (A) is incapable of cure; or (B) being capable of cure, remains uncured 30 days after the non-breaching party provides the breaching party with written notice of such breach;

(iv) if (1) Customer is a governmental entity and (2) sufficient funds are not appropriated to pay for the Application Services, then Customer may terminate the Agreement at any time without penalty following 30 days prior written notice to DebtBook; or

(v) either party may, to the extent permitted by law, terminate the Agreement, effective immediately on written notice to the other party, if the other party becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law.

(c) Survival. Only this Section and Section 1 (Definitions), Sections 4 through 6 (Fees; Confidential Information; Intellectual Property), Section 7(c) (Disclaimer of Warranties), and Sections 8, 9 and 12 (Indemnification; Limitations of Liability; Miscellaneous) will survive any termination or expiration of the Agreement.

11. Independent Contractor. The parties to the Agreement are independent contractors. The Agreement does not create a joint venture or partnership between the parties, and neither party is, by virtue of the Agreement, authorized as an agent, employee, or representative of the other party.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

12. Miscellaneous.

(a) Governing Law; Submission to Jurisdiction. The Agreement will be governed by and construed in accordance with the laws of the Governing State, without regard to any choice or conflict of law provisions, and any claim arising out of the Agreement may be brought in the state or federal courts located in the Governing State. Each party irrevocably submits to the jurisdiction of such courts in any such suit, action, or proceeding.

(b) Entire Agreement; Order of Precedence. The Order Form, any Customer Terms, the Terms & Conditions, and the Incorporated Documents constitute the complete Agreement between the parties and supersede any prior discussion or representations regarding the Customer's purchase and use of the Services.

To the extent any conflict exists between the terms of the Agreement, the documents will govern in the following order or precedence: (1) the Order Form (2) the Customer Terms, (3) the Terms & Conditions, and (4) the Incorporated Documents. No other purchasing order or similar instrument issued by either party in connection with the Services will have any effect on the Agreement or bind the other party in any way.

(c) Amendment; Waiver. No amendment to the Order Form, the Terms & Conditions, or the Customer Terms will be effective unless it is in writing and signed by an authorized representative of each party. DebtBook may update the Incorporated Documents from time-to-time following notice to Customer so long as such updates are generally applicable to all users of the Services. No waiver by any party of any of the provisions of the Agreement will be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in the Agreement, no failure to exercise, delay in exercising, or any partial exercise of any rights, remedy, power, or privilege arising from the Agreement will in any way waive or otherwise limit the future exercise of any right, remedy, power, or privilege available under the Agreement.

(d) Notices. All notices, requests, consents, claims, demands, and waivers under the Agreement (each, a "**Notice**") must be in writing and addressed to the recipients and addresses set forth for each party on the Order Form (or to such other address as DebtBook or Customer may designate from time to time in accordance with this Section). All Notices must be delivered by personal delivery, nationally recognized overnight courier (with all fees pre-paid), or email (with confirmation of transmission), or certified or registered mail (in each case, return receipt requested, postage pre-paid).

(e) Force Majeure. In no event will either party be liable to the other party, or be deemed to have breached the Agreement, for any failure or delay in performing its obligations under the Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such party's reasonable control, including acts of God, flood, fire, earthquake, pandemic, epidemic, problems with the Internet, shortages in materials, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

(f) Severability. If any provision of the Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of the Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

(g) Assignment. Either party may assign its rights or delegate its obligations, in whole or in part, on 30 days prior written notice to the other party, to an affiliate or an entity that acquires all or substantially all of the business or assets of such party, whether by merger, reorganization, acquisition, sale, or otherwise. Except as stated in this paragraph, neither party may assign any of its rights or delegate any of its obligations under the Agreement without the prior written consent of the other party, which consent may not be unreasonably withheld, conditioned, or delayed. The Agreement is binding on and inures to the benefit of the parties and their permitted successors and assigns.

(h) Marketing. Neither party may issue press releases related to the Agreement without the other party's prior written consent. Either party may include the name and logo of the other party in lists of customers or vendors.

(i) State-Specific Certifications & Agreements. To the extent required under the laws of the Governing State, DebtBook hereby certifies and agrees as follows:

(i) DebtBook has not been designated by any applicable government authority or body as a company engaged in the boycott of Israel under the laws of the Governing State;

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset

C23-079

(ii) DebtBook is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the Agreement by any governmental department or agency of the Governing State;

(iii) DebtBook will not discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state, or local law; and

(iv) DebtBook will verify the work authorization of its employees using the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security and, if applicable, will require its subcontractors to do the same.

(j) Execution. Any document executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. To the extent permitted by applicable law, electronic signatures may be used for the purpose of executing the Order Form by email or other electronic means. Any document delivered electronically and accepted is deemed to be "in writing" to the same extent and with the same effect as if the document had been signed manually.

Attachment: C23-079 Colusa County 2023 DebtBook Renewal Order Form & Quote Signed (10072 : Approve 1st Modification with Fifth Asset Inc.,

COUNTY OF COLUSA, CA

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: Public Works/Road Department

FROM: Michael Azevedo

SUBJECT: **Authorize the Director of Public Works to issue Encroachment Permit , closing 5th Street and all side streets from 6th to Lucas Street, to the Arbuckle Revitalization Committee for the annual car show on October 27, 2024.**

Authorize the Director of Public Works to issue Encroachment Permit , closing 5th Street and all side streets from 6th to Lucas Street, to the Arbuckle Revitalization Committee for the annual car show on October 27, 2024.

Detailed Description/Background of request

Each year the Arbuckle Revitalization Committee requests an encroachment permit for the closure of various streets in the Arbuckle area for their car show. The car show is an annual community event consisting of lunch, awards ceremony and a Halloween Parade.

Section 29-3 of the Colusa County Code allows the County director of public works to issue an encroachment permit for use of a County street. The County Code requires these types of temporary street closures to be approved by the Board of Supervisors.

Prior Board Action

The Board has previously approved encroachment permits for this event.

Fiscal Impact/Funding Source

None.

Action for the Clerk

None needed.

ATTACHMENTS:

- Arbuckle Car Show 2024 (PDF)

COUNTY OF COLUSA
DEPARTMENT OF PUBLIC WORKS

1215 Market Street, Colusa, California 95932
(530) 458 - 2035 | Fax
(530) 458 - 0466 | Phone
dpwpermits@countyofcolusa.com
www.countyofcolusa.com

Office Use Only	
Notes:	
FEE	
PERMIT #	E-4744

ENCROACHMENT PERMIT APPLICATION

REAL PROPERTY OWNER NAME:	ARBUCKLE REVITALIZATION COMMITTEE						
Owner Mailing Address:	P.O. BOX 784	City:	ARBUCKLE	State:	California	Zip Code:	9591
E-Mail Address:	REVITALIZINGARBUCKLE@GMAIL.CO	Phone Number:	(530) 312-3796	Fax Number:			
AGENT'S NAME:	DEBBIE CHARTER						
Agent Address:	822 ALMOND AVENUE	City:	ARBUCKLE	State:	California	Zip Code:	9591
E-Mail Address:	DEBCHARTER@YAHOO.COM	Phone Number:	(530) 518-5955	Fax Number:			
ADDRESS OR LOCATION OF WORK TO BE PERFORMED:	5TH STREET	City:	ARBUCKLE	State:	California	Zip Code:	9591
DESCRIPTION OF WORK/PROJECT: Attach Maps & Plans		Requested Start Date: 10/27/2024		Anticipated Completion Date: 10/27/2024			

CLOSURE OF 5TH STREET AND ALL SIDE STREETS FROM 6TH TO LUCAS FOR ANNUAL CAR SHOW.

The undersigned hereby requests permission to excavate, construct, and/or otherwise encroach within the County Road Right of Way by performing work specifically as outlined above. By signing this form the Permittee Agrees to hold the County harmless for any damage arising from the performance of work su to this permit and to indemnify the county for any and all costs arising from Permitee's actions associated with this permit.

Property Owners must sign the Permit Application unless a Letter of Agency authorizing the agent to act on behalf of the property owner is submitt with the Permit Application. Form letters are available at the County website or by contacting the Department of Public Works.

Letter of Agency Attached: ☐ YES ☐ NO

PERMITEE'S SIGNATURE: ☐ Owner ☐ Agent

Signature	Date	Print Name
Debbie Charter	9/19/24	Debbie Char

The above requested permit is hereby approved. Approval is subject to compliance by applicant to "Perm Provisions" shown on page 2 hereof, approved plans, maps, and specifications, other local State and Federal Regulations and restrictions and conditions as outlined in **"ATTACHMENT A"**.

Permit Effective Date:	Permit Termination Date:	Extension Granted:	Extension Expiration Date & Issuer I
		☐ YES ☐ NO	

COUNTY OF COLUSA
Scott M. Lanphier, PE
Director of Public Works

By: _____
Permit Issuer Signature

Attachment: Arbuckle Car Show 2024 (10074 : Encroachment Permit for the Arbuckle Revitalization Committee Annual Car Show)

PERMIT PROVISIONS

1. **NO ENCROACHMENT IS TO BE PLACED OR ANY WORK DONE WITHIN THE HIGHWAY RIGHT OF WAY WITHOUT FIRST OBTAINING A PERMIT FROM COLUSA COUNTY DIRECTOR OF PUBLIC WORKS.**

2. **PERMITTEE MUST GIVE ADVANCE NOTICE TO THE COUNTY AT LEAST TWO WORKING DAYS PRIOR TO COMMENCING WORK AT COUNTY PHONE NO. 530-458-0466.**

3. **THIS PERMIT MUST BE AT THE JOB SITE WHENEVER WORK IS BEING PERFORMED.**

4. **COSTS:** All cost of work, placing or maintenance of any encroachment upon County road right of way, shall be at the sole expense of the permittee.

5. **NO PRECEDENT ESTABLISHED**: This permit is granted with the understanding that this action is not to be considered as establishing any precedent on the question of permitting any certain kind of encroachment within the right of way of a County road.

6. **PROTECTION OF TRAFFIC:** Adequate provisions must at all times be made for the protection and safety of the workmen and traveling public. Construction area or work zone shall be barricaded with adequate signs and lights, and properly flagged during the day. The permittee shall conduct his operations in such a manner as to allow orderly movement of traffic at all times. No street or highway shall be closed to traffic at any time unless specifically authorized under "Restrictions and Conditions" as shown on the face of this permit.

7. **LIABILITY FOR DAMAGES:** The permittee shall be responsible for all liability for personal injury or property damage which may arise out of work herein permitted, or which may arise out of failure on the permittee's part to perform his obligations under this permit in regard to maintenance. In the event any claim of such liability is made against the County of Colusa, or any employee thereof, permittee shall defend, indemnify and hold them and each of them harmless from such claim.

8. **ALTERATIONS AND CHANGES**: The Director of Public Works reserves the right to order any changes at the terms, conditions, and restrictions governing this permit that in his opinion may conflict with the proper construction and maintenance of the County road system, and may alter or change the type or method of doing any of the work under this permit due to unforeseen conditions.

9. **CLEAN-UP OF RIGHT OF WAY:** Upon completion of work, all debris and excess earth material shall be entirely removed and the right of way left in as presentable condition as before the work started.

10. **MAINTENANCE:** The permittee agrees by the acceptance of this permit to immediately repair any damage to any portion of the County road as a result of the work done under this permit, including any and all damage to the County road which would not have occurred had such work not been done or such encroachment had not been placed.

11. **TREES:** No trees or shrubs within the road right of way shall be cut or trimmed unless specifically authorized. Dangerous trees shall be removed at the discretion of the Director of Public Works.

12. **DRAINAGE:** No work shall be done on the highway which interferes with the flow of water according to the official or natural grade and cross-section. Irrigation water must not be allowed to flow or stand in the roadsides or ditches along the highway.

13. **POLES AND LINES:** Erection, placement, or construction of any poles or lines within the County road right of way requires filing of maps or sketches showing the location of the proposed construction thereon with the Director of Public Works. No pole line shall be constructed at any location where in the opinion of the Director of Public Works it is considered unsafe for the travelling public using the roadway. No poles shall be placed at locations greater than three feet from the right of way line.

14. **EXCAVATION, BACKFILL & PAVING:** Placement or construction of any underground facilities whether temporary or permanent requires filing of maps showing the location thereon with the permit application. There shall be a minimum depth of cover of two feet above all subsurface facilities. No metal wheels or tracks will be allowed on any paved or oiled road surfaces. Any excavation of oiled or paved surfaces must be cut or jack-hammered to obtain straight lines. The upper 2' of backfill material must be placed in layers of 8" thickness or less and compacted to at least 95% in all roadside ditches, shoulders, and traveled ways, while other areas must be compacted to 90%. The upper 12" of backfill material must be Class 2 aggregate base or equal in all roadside ditches, shoulders, and traveled ways. Existing paved or oiled areas disturbed must be paved with not less than 2" of asphaltic pavement. All work must be performed in accordance with accepted construction practices.

Attachment: Arbuckle Car Show 2024 (10074 : Encroachment Permit for the Arbuckle Revitalization Committee Annual Car Show)

PERMIT CONDITIONS (ATTACHMENT "A")
TO
ENCROACHMENT PERMIT #E-4744

1. NOTE ALL PROVISIONS ON THE REVERSE SIDE OF THIS PERMIT.

2. PERMITTEE SHALL COORDINATE WITH THE LOCAL CALIFORNIA HIGHWAY PATROL AND SHERIFF'S OFFICE AS SOON AS POSSIBLE PRIOR TO THE SCHEDULED EVENT. COORDINATION SHALL INCLUDE DESIGNATING AN ON-SITE CONTACT PERSON AND ALTERNATE WHO SHALL BE PRESENT AND ACCOUNTABLE DURING THE EVENT. SAID CONTACT PERSON AND ALTERNATE SHALL BE AVAILABLE BY RADIO OR CELL PHONE TO ALL LAW ENFORCEMENT PERSONNEL. ALL PEOPLE ASSISTING IN THE COORDINATION OF THE EVENT SHALL HAVE VISIBLE AND DISCERNABLE CLOTHING DURING THE EVENT WHICH HAVE BEEN PREVIOUSLY APPROVED BY THE CALIFORNIA HIGHWAY PATROL.

3. THE CALIFORNIA HIGHWAY PATROL MAINTAINS THE AUTHORITY TO MODIFY THE TERMS OF THIS PERMITTED CLOSURE IN THE INTEREST OF PUBLIC SAFETY.

4. PERMITTEE SHALL BE RESPONSIBLE FOR PROVIDING ALL SIGNS AND TRAFFIC CONTROL. TRAFFIC SHALL BE ROUTED VIA THE APPROVED ROUTE (SEE ATTACHMENT AND EXHIBIT). ALL SIGNS SHALL BE IN PLACE A MINIMUM OF 10 MINUTES PRIOR TO THE START OF THE EVENT AND THE CLOSING OF ANY PUBLIC STREET. CLOSURES OF PUBLIC STREETS SHALL BE SUCH THAT ACCESS FOR EMERGENCY VEHICLES WILL BE AVAILABLE IF NECESSARY. CLOSURES DENYING ACCESS TO EMERGENCY VEHICLES MAY OCCUR IF ALTERNATE ROUTING IS PRE-APPROVED BY ALL THE EMERGENCY AND LAW ENFORCEMENT AGENCIES INVOLVED. SIGNS MAY BE AVAILABLE FROM THE COLUSA COUNTY ROAD DEPARTMENT. CONTACT LARRY HARRIS AT 473-5301 OR 682-9070 FOR INFORMATION.

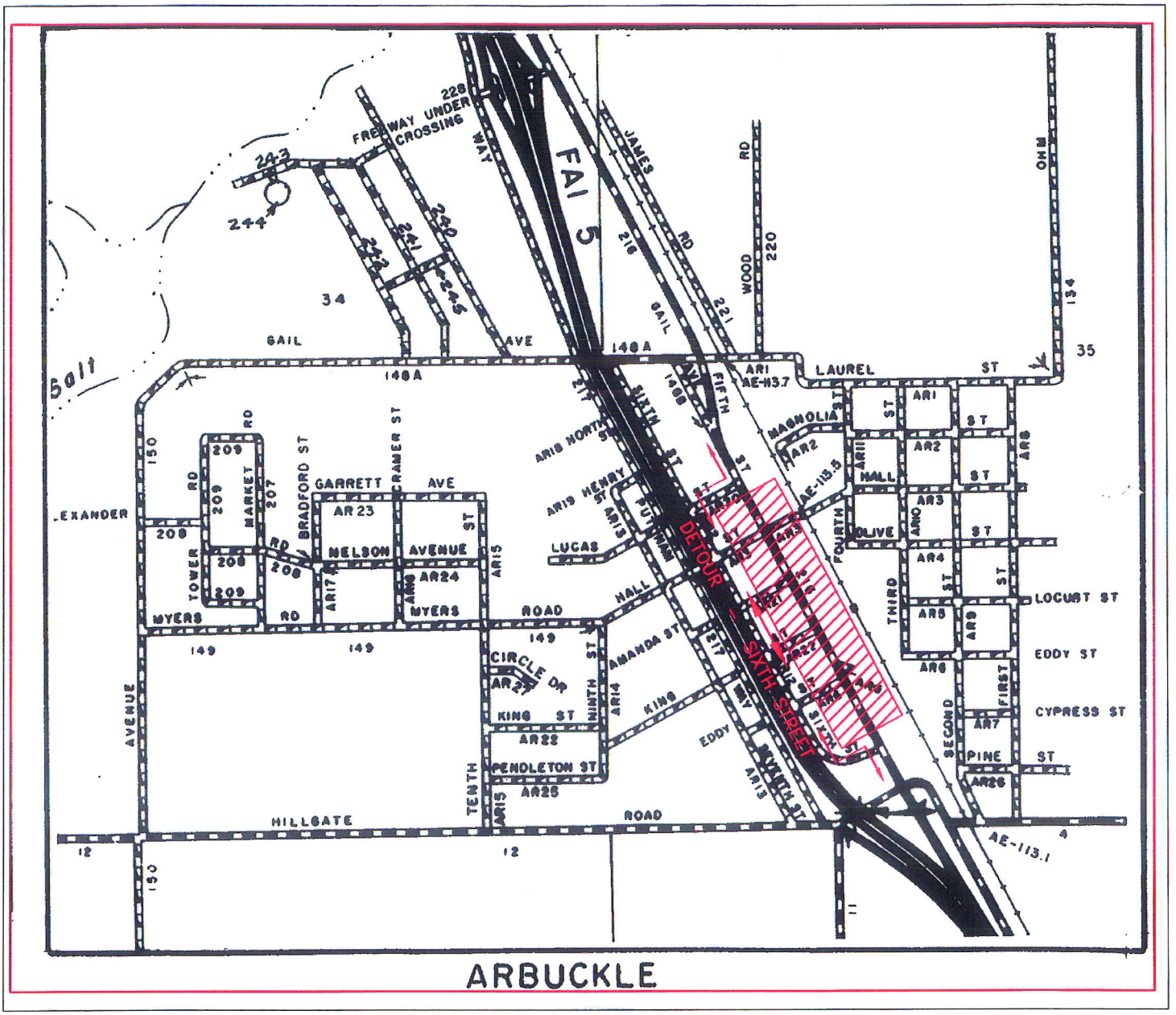
5. ANY AND ALL SIGNAGE MUST BE PICKED UP AND REMOVED FROM THE PUBLIC RIGHT OF WAY AT THE COMPLETION OF THE EVENT. ALL COLUSA COUNTY SIGNAGE THAT MAY BE LENT OUT, AS A COURTESY, FOR THIS EVENT MUST BE RETURNED UNDAMAGED AND TO A LOCATION SET UP BY LARRY HARRIS (473-5301 OR 682-9070).

6. PERMITTEE SHALL NOTIFY THE LOCAL FIRE DEPARTMENT AND AMBULANCE SERVICE OF THE TIME AND LOCATION OF CLOSURE(S).

7. PERMITTEE SHALL PROVIDE A CERTIFICATE OF INSURANCE TO THE COLUSA COUNTY DEPARTMENT OF PUBLIC WORKS NAMING COLUSA COUNTY AS A CERTIFICATE HOLDER. THE MINIMUM INSURANCE REQUIREMENT SHALL BE $1,000,000 GENERAL LIABILITY FOR EACH OCCURRENCE.

8. ALL LITTER AND DEBRIS GENERATED BY EVENT SHALL BE REMOVED FROM THE COUNTY RIGHT OF WAY UPON COMPLETION OF EVENT.

Attachment: Arbuckle Car Show 2024 (10074 : Encroachment Permit for the Arbuckle Revitalization Committee Annual Car Show)



ROAD CLOSED TO PUBLIC TRAFFIC
(Access Available for Emergency Vehicles)

DETOUR ROUTE

ARBUCKLE REVITALIZATION COMMITTEE
CAR SHOW

Attachment: Arbuckle Car Show 2024 (10074 : Encroachment Permit for the Arbuckle Revitalization Committee Annual Car Show)

ACORD

ARBUREV-01

MC

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/5/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0B48084 Wraith, Scarlett & Randolph Insurance Services, Inc. 509 Bush Street Woodland, CA 95695	CONTACT NAME: PHONE (A/C, No, Ext): (530) 662-9181 FAX (A/C, No): (530) 662-6452 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Non Profits Ins Alliance of CA
INSURED Arbuckle Revitalization Commitee PO Box 784 Arbuckle, CA 95912	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,(
	CLAIMS-MADE X OCCUR	X		202410249	8/29/2024	8/29/2025	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,(
							MED EXP (Any one person)	$ 20,(
							PERSONAL & ADV INJURY	$ 1,000,(
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,(
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,(
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 1,000,(
	X EXCESS LIAB CLAIMS-MADE			202410249	8/29/2024	8/29/2025	AGGREGATE	$ 1,000,(
	DED X RETENTION $ 0							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

County of Colusa Public Works Dept is hereby added as additional insured per form CG2026 0413 as respects the following events: Annual Car Show to be held on Sunday October 27, 2024.

CERTIFICATE HOLDER

County of Colusa Public Works Dept.
1215 Market Street
Colusa, CA 95932

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Attachment: Arbuckle Car Show 2024 (10074 : Encroachment Permit for the Arbuckle Revitalization Committee Annual Car Show)

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POLICY NUMBER: 2024-10249 COMMERCIAL GENERAL LIABILITY
Named Insured: Arbuckle Revitalization Committee (ARC) CG 20 26 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Attachment: Arbuckle Car Show 2024 (10074 : Encroachment Permit for the Arbuckle Revitalization Committee Annual Car Show)

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COUNTY OF COLUSA, CA **2.5**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Public Works/Road Department**
FROM:	**Michael Azevedo**
SUBJECT:	**Adopt Resolution Authorizing Execution of Administering Agency State Master Agreements for State and Federal-Aid Funded Projects**

Adopt Resolution Authorizing Execution of Administering Agency State Master Agreements for State and Federal-Aid Funded Projects

Detailed Description/Background of request

The Department is afforded opportunities through various Federal and State Transportation programs, administered by Caltrans, to improve and maintain transportation facilities throughout the County. Utilization of funding through these opportunities require one of several forms of agreements, depending on the funding source (Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements ect). Currently, the Department has delegated authority to execute agreements for Federal Aid, this request is to include State Aid and streamline process by incorporating delegated authority into a single Resolution.

Prior Board Action

September 22, 1998, delegation of authority for Federal Aid, Resolution 98-056

Fiscal Impact/Funding Source

None.

Action for the Clerk

Provide executed Resolution to DPW

ATTACHMENTS:

- RESO Delegation Agency State Master Agreements 2024 (DOCX)

RESOLUTION NO. 24-

A RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS AUTHORIZING EXECUTION OF ADMINISTERING AGENCY-STATE MASTER AGREEMENTS FOR STATE AND FEDERAL-AID FUNDED PROJECTS

WHEREAS, the County of Colusa is eligible to receive Federal and/or State funding for certain Transportation Projects through the California Department of Transportation; and,

WHEREAS, Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements must be executed with the California Department of Transportation before such funds can be claimed; and,

WHEREAS, the County of Colusa wishes to delegate the authority to execute these agreements and any amendments thereto to the Public Works Director.

NOW, THEREFORE, BE IT RESOLVED that the Director of Public Works be authorized as the person to execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements, and any amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED this 15th day of October, 2024, by the following vote:

AYES:

NOES:

ABSENT:

_____
Gary J Evans, Board Chair

ATTEST: Wendy G. Tyler, Clerk of the Board of Supervisors

_____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:

_____
Richard Stout , County Counsel

Attachment: RESO Delegation Agency State Master Agreements 2024 [Revision 1] (10075 : Approve Delegation of authority State and Federal

COUNTY OF COLUSA, CA **2.6**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Purchasing and Procurement**
FROM:	**Molly West**
SUBJECT:	**Approve 6th modification with Granite Wellness Centers for wellness- focused substance abuse recovery and related behavioral health services, effective October 15, 2024.**

Approve 6th modification with **Granite Wellness Centers** for wellness- focused substance abuse recovery and related behavioral health services, effective October 15, 2024.

Detailed Description/Background of request

The BOS approved the fifth modification on August 6, 2024. The contract was returned to sender due to an incorrect address.

Staff requests this sixth modification to update the mailing address for Granite Wellness Centers.

Prior Board Action

C20-164, C21-120, C22-121, C23-223, C24-141

Fiscal Impact/Funding Source

None.

Action for the Clerk

Please number contract and forward to:

Granite Wellness Centers
Attn: Kate Rhames
406 Sunrise Ave., Suite 105
Roseville, Ca, 95661

ATTACHMENTS:

- 6th Mod_Granite Wellness Centers (DOCX)
- 5th Mod_C24-141_Granite Welness Centers (PDF)
- 4th Mod_C23-221 Granite Wellness Centers (PDF)
- 3rd Mod_C22-121 Granite Wellness Centers (PDF)
- 2nd Mod_C21-197 Granite Wellness Centers (PDF)

- 1st Mod_C21-120 Granite Wellness Centers (PDF)
- C20-164 Granite Wellness Centers (PDF)

Sixth Modification of Substance Abuse Recovery and Related Behavioral Health Services Contract

This Sixth Modification for wellness-focused substance abuse recovery and related behavioral health services C20-164 is between the County of Colusa (“County”), a political subdivision of the State of California, and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Background

On September 1, 2020, the parties executed Contract C20-l 64 to provide the County with wellness-focused substance abuse recovery and related behavioral health services. Granite Wellness Centers is one of the very few facilities in Northern California that offer perinatal services to consumers in which Behavioral Health is mandated to offer.

On June 22, 2021, the parties executed the First Modification to the contract (C2l-120) to extend the term of the contract.

On October 26, 2021, the parties executed the Second Modification to the contract (C21-197) modifying Section 5 and SA, Contractor's Books and Records to increase the time records are required to be kept by the Contractor from 5 years to 10 years.

On June 21, 2022, the parties executed the Third Modification (C22-121) modifying the term and deleting Attachment A and replacing with a New Attachment A.

On September 26, 2023, the parties executed the Fourth Modification (C23-223) modifying the term and deleting Attachment A and replacing with a NEW Attachment A.

On August 6, 2024, the parties executed the Fifth Modification (C24-141) modifying the term and deleting Attachment A and replacing with a NEW Attachment A.

The parties now want to modify the Contract to update the mailing address of Contractor.

Modification

The parties agree to modify the Contract effective October 15, 2024, as follows:

1. Section 12, Written Notification, If to Contractor is updated with the following mailing address:

   Granite Wellness Centers
   Attn: Kate Rhames
   406 Sunrise Ave., Suite 105
   Roseville, Ca, 95661

Signatures on following page.

Attachment: 6th Mod_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

COUNTY OF COLUSA

_____Date:_____
Gary J. Evans, Chair

APPROVED AS TO FORM

_____
Richard Stout, County Counsel

GRANITE WELLNESS CENTERS

_____

_____
Printed Name and Title

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

_____
Patricia Rodriguez, Deputy Clerk

Attachment: 6th Mod_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C24-141

Fifth Modification of Substance Abuse Recovery and Related Behavioral Health Services Contract

This Fifth Modification for wellness-focused substance abuse recovery and related behavioral health services C20-164 is between the County of Colusa ("County"), a political subdivision of the State of California, and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Background

On September 1, 2020, the parties executed Contract C20-l 64 to provide the County with wellness-focused substance abuse recovery and related behavioral health services. Granite Wellness Centers is one of the very few facilities in Northern California that offer perinatal services to consumers in which Behavioral Health is mandated to offer.

On June 22, 2021, the parties executed the First Modification to the contract (C2 l-120) to extend the term of the contract.

On October 26, 2021, the parties executed the Second Modification to the contract (C21-197) modifying Section 5 and 5A, Contractor's Books and Records to increase the time records are required to be kept by the Contractor from 5 years to 10 years.

On June 21, 2022, the parties executed the Third Modification (C22-121) modifying the term and deleting Attachment A and replacing with a New Attachment A.

On September 26, 2023, the parties executed the Fourth Modification (C23-223) modifying the term and deleting Attachment A and replacing with a NEW Attachment A and adding a NEW Attachment C State Requirements.

The contract expired on June 30 2024, however the contractor has continued to perform work under the terms and conditions of the agreement.

The parties now want to modify the Contract to extend the term to June 30, 2025 and replace Attachment A with a NEW Attachment A.

Modification

The parties agree to modify the Contract effective July 1, 2024, as follows:

1. Section 2, Term is modified by extending the termination date to June 30, 2025.
2. Section 20, Attachments is modified by deleting Attachment A and replacing with a NEW Attachment A FY 24/25 Colusa County Granite Wellness Rates.

Signatures on following page.

Attachment: 5th Mod_C24-141_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C24-141

COUNTY OF COLUSA

Date: 8/6/24

Gary J. Evans, Chair

APPROVED AS TO FORM

Richard Stout, County Counsel

GRANITE WELLNESS CENTERS

Victoria Blacksmith, CEO

Printed Name and Title

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

Patricia Rodriguez, Deputy Clerk

Attachment: 5th Mod_C24-141_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

FY 24/25			
Colusa County			
Granite Wellness Rate			
Service Description	**Units (Minutes)**	**Practitioner Classification**	**Rates**
Care Coordination / Records Review - ODS	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Individual Counseling - ODS	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Group Counseling - ODS	15	AOD	$ 14.01
		LPHA	$ 14.28
		LIC PSY	$ 21.54
		RN	$ 21.75
		PA	$ 24.02
		Pharmacist	$ 25.63
		NP	$ 26.63
		MD	$ 53.55
Patient Education - ODS (Individual)	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Patient Education - ODS (Group)	15	AOD	$ 14.01
		LPHA	$ 14.28
		LIC PSY	$ 21.54
		RN	$ 21.75
		PA	$ 24.02
		Pharmacist	$ 25.63
		NP	$ 26.63
		MD	$ 53.55
IOT Group Counseling	15	AOD	$ 14.01
		LPHA	$ 14.28
		LIC PSY	$ 21.54
		RN	$ 21.75
		PA	$ 24.02
		Pharmacist	$ 25.63
		NP	$ 26.63
		MD	$ 53.55
IOT Individual Counseling	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98

Attachment: 5th Mod_C24-141_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

IOT Care Coordination / Records Review	15	AOD	$	63.06
		LPHA	$	64.26
		LIC PSY	$	96.92
		RN	$	97.88
		PA	$	108.08
		Pharmacist	$	115.35
		NP	$	119.83
		MD	$	240.98
IOT Patient Education (Individual)	15	AOD	$	63.06
		LPHA	$	64.26
		LIC PSY	$	96.92
		RN	$	97.88
		PA	$	108.08
		Pharmacist	$	115.35
		NP	$	119.83
		MD	$	240.98
IOT Patient Education (Group)	15	AOD	$	14.01
		LPHA	$	14.28
		LIC PSY	$	21.54
		RN	$	21.75
		PA	$	24.02
		Pharmacist	$	25.63
		NP	$	26.63
		MD	$	53.55
Assessment	15	AOD	$	63.06
		LPHA	$	64.26
		LIC PSY	$	96.92
		RN	$	97.88
		PA	$	108.08
		Pharmacist	$	115.35
		NP	$	119.83
		MD	$	240.98
Crisis Intervention	15	AOD	$	63.06
		LPHA	$	64.26
		LIC PSY	$	96.92
		RN	$	97.88
		PA	$	108.08
		Pharmacist	$	115.35
		NP	$	119.83
		MD	$	240.98
Discharge Services	15	AOD	$	63.06
		LPHA	$	64.26
		LIC PSY	$	96.92
		RN	$	97.88
		PA	$	108.08
		Pharmacist	$	115.35
		NP	$	119.83
		MD	$	240.98

Other	**Units (Minutes)**	**Rate**
DHCS Approved Peer Support Services	15	$ 63.06

Attachment: 5th Mod_C24-141_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

Granite Wellness Rate - Recovery Services (Colusa)			
Service Description	**Units (Minutes)**	**Practitioner Classification**	**Rates**
Assessment (Recovery Services)	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Individual Counseling (Recovery Services)	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Group Counseling (Recovery Services)	15	AOD	$ 14.01
		LPHA	$ 14.28
		LIC PSY	$ 21.54
		RN	$ 21.75
		PA	$ 24.02
		Pharmacist	$ 25.63
		NP	$ 26.63
		MD	$ 53.55
Patient Education (Recovery Services) - Individual	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Patient Education (Recovery Services) - Group	15	AOD	$ 14.01
		LPHA	$ 14.28
		LIC PSY	$ 21.54
		RN	$ 21.75
		PA	$ 24.02
		Pharmacist	$ 25.63
		NP	$ 26.63
		MD	$ 53.55
Transportation Services	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Interpretation Services	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98

Attachment: 5th Mod_C24-141_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

Granite Wellness Rate - Residential Services (Colusa)			
Service Description	**Units (Minutes)**	**Practitioner Classification**	**Rates**
Care Coordination / Records Review - ODS 3.1 Res	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Care Coordination / Records Review - ODS 3.2 WM	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98
Care Coordination / Records Review - ODS 3.5 Res	15	AOD	$ 63.06
		LPHA	$ 64.26
		LIC PSY	$ 96.92
		RN	$ 97.88
		PA	$ 108.08
		Pharmacist	$ 115.35
		NP	$ 119.83
		MD	$ 240.98

Granite Wellness Rate - Residential Services (Colusa)			
Service Description	**Units (Daily)**	**Practitioner Classification**	**Rates**
SUDS Residential 3.1	1	Residential	$ 176.80
SUDS Residential 3.1 Perinatal	1	Residential	$ 176.80
SUDS Residential 3.2 Withdrawal Management	1	Residential	$ 238.16
SUDS Residential 3.5	1	Residential	$ 240.24
SUDS Residential 3.5 Perinatal	1	Residential	$ 240.24

Granite Wellness Rate - Room and Board (Colusa)			
Service Description	**Units (Daily)**	**Practitioner Classification**	**Rates**
Residential Treatment Room and Board	1	Residential	$ 37.44
Residential Treatment - Accompanying Child #1	1	Residential	$ 52.00
Residential Treatment - Accompanying Child #2	1	Residential	$ 26.00
Recovery Residences Room and Board	1	Residential	$ 33.80

Attachment: 5th Mod_C24-141_Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C23-221

Fourth Modification of Substance Abuse Recovery and Related Behavioral Health Services Contract

This Fourth Modification for wellness-focused substance abuse recovery and related behavioral health services C20-164 is between the County of Colusa (County), a political subdivision of the State of California, and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Background

On September 1, 2020, the parties executed Contract C20-164 to provide the County with wellness-focused substance abuse recovery and related behavioral health services. Granite Wellness Centers is one of the very few facilities in Northern California that offer perinatal services to consumers in which Behavioral Health is mandated to offer.

On June 22, 2021, the parties executed the First Modification to the contract (C21-120) to extend the term of the contract.

On October 26, 2021, the parties executed the Second Modification to the contract (C21-197) modifying Section 5 and 5A, Contractor's Books and Records to increase the time records are required to be kept by the Contractor from 5 years to 10 years.

On June 21, 2022, the parties executed the Third Modification (C22-121) modifying the term and deleting Attachment A and replacing with a New Attachment A.

The parties now want to modify the Contract to extend the termination date and modify Attachment A-Rates and Attachment C-State Requirements of the contract as follows:

Modification

The parties agree to modify the Contract effective July 1, 2023, as follows:

1. Section 2, Term, of the Contract is modified to extend the term of the contract to June 30, 2024.

2. Section 20 attachments is modified by deleting Attachment A and replacing with a NEW Attachment A 23/24 Approved Contract Rates and a NEW Attachment C State Requirements, attached hereto.

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Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C23-223

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COUNTY OF COLUSA

Date: 9/26/23

Kent S. Boes, Board Chair

GRANITE WELLNESS CENTERS

Date: 10-11-23

Signature

Victoria Blacksmith CEO

Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

by

Patricia Rodriguez, Deputy

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C23-221

ATTACHMENT A

23/24 Approved Contract Rates

Outpatient	Alc & Drug Counselor Rate	LPHA	Peer Recovery Specialist	Alc & Drug Counselor Rate	LPHA	Peer Recovery Specialist
Outpatient Drug Free	$242.55	$247.17	$218.20	$60.64	$61.79	$54.55
IOT	$242.55	$247.17	$218.20	$60.64	$61.79	$54.55
Case Management	$242.55	$247.17	$218.20	$60.64	$61.79	$54.55
Recovery Services	$242.55	$247.17	$218.20	$60.64	$61.79	$54.55
Physician Consultation	$242.55	$247.17	$218.20	$60.64	$61.79	$54.55
Group is	$242.55			$53.90		

Residential		Rm&Brd
Withdrawal Management level 3 2	$229.00	$36.00
Residential level 3.1	$170.00	$36.00
Residential level 3 5	$231.00	$36.00
Recovery Residences		
Level 1	$32.50	

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

ATTACHMENT C

STATE REQUIREMENTS

A. Additional Contract Restrictions

This Contract is subject to any additional restrictions, limitations, or conditions enacted by the Congress, or any statute enacted by the Congress, which may affect the provisions, terms, or funding of this Contract in any manner.

B. No Unlawful Use or Unlawful Use Messages Regarding Drugs

The Contractor agrees that information produced through these funds, and which pertains to drugs and alcohol-related programs, shall contain a clearly written statement that there shall be no unlawful use of drugs or alcohol associated with the program. Additionally, no aspect of a drug or alcohol-related program shall include any message on the responsible use, if the use is unlawful, of drugs or alcohol (HSC Section 11999-11999.3). By signing this Contract, the Contractor agrees that it will enforce, and will require its subcontractors to enforce, these requirements.

C. Noncompliance with Reporting Requirements

The Contractor agrees that DHCS has the right to withhold payments until the Contractor has submitted any required data and reports to DHCS, as identified in Exhibit A, Attachment I, Part III - Reporting Requirements, or as identified in Document 1F(a), Reporting Requirements Matrix for Counties.

D. Health Insurance Portability and Accountability Act (HIPAA) of 1996

All work performed under this Contract is subject to HIPAA, County shall perform the work in compliance with all applicable provisions of HIPAA. As identified in Exhibit B, DHCS and County shall cooperate to assure mutual agreement as to those transactions between them, to which this provision applies. Refer to Exhibit B for additional information.

1. Trading Partner Requirements

   a) No Changes. County hereby agrees that for the personal health information (Information), it will not change any definition, data condition or use of a data element or segment as proscribed in the Federal Health and Human Services (HHS) Transaction Standard Regulation (45 CFR 162.915 (a)).

   b) No Additions. County hereby agrees that for the Information, it will not add any data elements or segments to the maximum data set as proscribed in the HHS Transaction Standard Regulation (45 CFR 162.915 (b)).

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

c) No Unauthorized Uses. County hereby agrees that for the Information, it will not use any code or data elements that either are marked "not used" in the HHS Transaction's Implementation specification or are not in the HHS Transaction Standard's implementation specifications (45 CFR 162.915 (c)).

d) No Changes to Meaning or Intent. County hereby agrees that for the Information, it will not change the meaning or intent of any of the HHS Transaction Standard's implementation specification (45 CFR 162.915 (d)).

2. Concurrence for Test Modifications to HHS Transaction Standards

County agrees and understands that there exists the possibility that DHCS or others may request an extension from the uses of a standard in the HHS Transaction Standards. If this occurs, County agrees that it will participate in such test modifications.

3. Adequate Testing

County is responsible to adequately test all business rules appropriate to their types and specialties. If the County is acting as a clearinghouse for enrolled providers, County has obligations to adequately test all business rules appropriate to each and every provider type and specialty for which they provide clearinghouse services.

4. Deficiencies

County agrees to correct transactions, errors, or deficiencies identified by DHCS, and transactions errors or deficiencies identified by an enrolled provider if the County is acting as a clearinghouse for that provider. When County is a clearinghouse, County agrees to properly communicate deficiencies and other pertinent information regarding electronic transactions to enrolled providers for which they provide clearinghouse services.

5. Code Set Retention

Both parties understand and agree to keep open code sets being processed or used in this Contract for at least the current billing period or any appeal period, whichever is longer.

6. Data Transmission Log

Both parties shall establish and maintain a Data Transmission Log which shall record any and all Data Transmissions taking place between the Parties during the term of this Contract. Each party will take necessary and reasonable steps to ensure that such Data Transmission Logs constitute a current, accurate, complete, and unaltered record of any and all Data Transmissions between the parties, and shall be retained by each Party for no less than twenty-four (24) months following the date of the Data Transmission. The Data Transmission Log may be maintained on computer media or other suitable means provided that, if it is necessary to do so, the information contained in the Data Transmission Log may be retrieved in a timely manner and presented in readable form.

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

E. Counselor Certification

Any counselor or registrant providing intake, assessment of need for services, treatment or recovery planning, individual or group counseling to participants, patients, or residents in a DHCS licensed or certified program is required to be registered or certified as defined in Title 9, CCR, Division 4, Chapter 8, (Document 3H).

F. Cultural and Linguistic Proficiency

To ensure equal access to quality care by diverse populations, each DMC provider receiving funds from this Contract shall adopt the Federal Office of Minority Health Culturally and Linguistically Appropriate Service (CLAS) national standards (Document 3V).

G. Trafficking Victims Protection Act of 2000

Contractor and its subcontractors that provide services covered by this Contract shall comply with the Trafficking Victims Protection Act of 2000 (22 USC 7104(g)) as amended by section 1702 of Pub. L. 112-239.

H. Tribal Communities and Organizations

The Contractor shall regularly assess (e.g. review population information available through Census Bureau, compare to information obtained in the CalOMS Treatment to determine whether the population is being reached, survey Tribal representatives for insight in potential barriers), the substance use service needs of the American Indian/Alaskan Native (AI/AN) population within the Contractor's geographic area, and shall engage in regular and meaningful consultation and collaboration with elected officials of the tribe, Rancheria, or their designee for the purpose of identifying issues/barriers to service delivery and improvement of the quality, effectiveness, and accessibility of services available to AI/NA communities within the County.

I. Perinatal Practice Guidelines

The Contractor will follow the guidelines in Document 1G, "Perinatal Practice Guidelines," in developing and implementing perinatal treatment and recovery programs funded under this Exhibit until new Perinatal Practice Guidelines are established and adopted. No formal amendment of the Contract is required for new guidelines to be incorporated into the Contract.

J. Adolescent Best Practices:

County must utilize DHCS guidelines in developing and implementing youth treatment programs funded under this Enclosure. The Adolescent Best Practices Guidelines can be found at: https://www.dhcs.ca.gov/Documents/ CSD_CMHCS/Adol%20Best%20

Practices%2 0Guide/AdolBestPracGuide OCTOBER2020.pdf

K. Nondiscrimination in Employment and Services:

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

By signing this Contract, the Contractor certifies that under the laws of the United States and the State of California, incorporated into this Contract by reference and made a part hereof as if set forth in full, Contractor will not unlawfully discriminate against any person.

L. Federal Law Requirements:

1. Title VI of the Civil Rights Act of 1964, Section 2000d, as amended, prohibiting discrimination based on race, color, or national origin in federally-funded programs.

2. Title VIII of the Civil Rights Act of 1968 (42 USC 3601 et seq.) prohibiting discrimination in the sale or rental of housing.

3. Age Discrimination Act of 1975 (45 CFR Part 90), as amended (42 USC Sections 6101 – 6107), which prohibits discrimination on the basis of age.

4. Age Discrimination in Employment Act (29 CFR Part 1625).

5. Title I of the Americans with Disabilities Act (29 CFR Part 1630) prohibiting discrimination against the disabled in employment.

6. Title II of the Americans with Disabilities Act (28 CFR Part 35) prohibiting discrimination against the disabled by public entities.

7. Title III of the Americans with Disabilities Act of 1990 (28 CFR Part 36) regarding access.

8. Section 504 of the Rehabilitation Act of 1973, as amended (29 USC Section 794), prohibiting discrimination on the basis of individuals with disabilities.

9. Executive Order 11246, 42 USC 2000(e) et seq. and 41 CFR Part 60 regarding nondiscrimination in employment under federal contracts and construction contracts greater than $10,000 funded by federal financial assistance.

10. Executive Order 13166 (67 FR 41455) to improve access to federal services for those with limited English proficiency.

11. The Drug Abuse Office and Treatment Act of 1972, as amended, relating to nondiscrimination on the basis of drug abuse.

12. Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2, Subparts A – E).

M. State Law Requirements:

1. Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (2 Cal. Code Regs. 10000 et seq.).

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

2. Title 2, Division 3, Article 9.5 of the Government Code, commencing with Section 11135.

3. Title 9, Division 4, Chapter 8 of the Cal Code Regs., commencing with Section 13060.

4. No federal funds shall be used by the County or its subcontractors for sectarian worship, instruction, or proselytization. No federal funds shall be used by the County or its subcontractors to provide direct, immediate, or substantial support to any religious activity.

5. Noncompliance with the requirements of nondiscrimination in services shall constitute grounds for DHCS to withhold payments under this Contract or terminate all, or any type, of funding provided hereunder.

N. Additional Contract Restrictions

This Contract is subject to any additional restrictions, limitations, or conditions enacted by the federal or state governments that affect the provisions, terms, or funding of this Contract in any manner.

O. Information Access for Individuals with Limited English Proficiency and/or Disabilities

1. The Contractor shall comply with all applicable provisions of the Dymally-Alatorre Bilingual Services Act (Government Code sections 7290-7299.8) regarding access to materials that explain services available to the public as well as providing language interpretation services.

2. The Contractor shall comply with the applicable provisions of Section 1557 of the Affordable Care Act (45 CFR Part 92), including, but not limited to, 45 CFR 92.201, when providing access to:

    a) Materials explaining services available to the public

    b) Language assistance

    c) Language interpreter and translation services

    d) Video remote language interpreting services

3. The Contractor shall comply with the following language assistance and format requirements (42 CFR § 438.10; 45 CFR § 92.8; W&I Code §§ 14029.91 and 14029.92):

    a) The Contractor shall provide all written materials for potential beneficiaries and beneficiaries in a font size no smaller than 12 point.

    b) The Contractor shall ensure its written materials are available in alternative formats, including large print, upon request of the potential beneficiary or beneficiary at no costs. Large print means printed in a font size no smaller than 18 point.

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

c) The Contractor shall make its written materials that are critical to obtaining services available in the prevalent non-English languages in the county.

d) The Contractor shall notify beneficiaries and prospective beneficiaries that written translation is available in prevalent languages free of cost and how to access those materials.

i. The DHCS shall use the following methodology to identify the prevalent non-English languages spoken by beneficiaries and potential beneficiaries throughout the State and in the Contractor's service area:

1) A population group of mandatory eligible beneficiaries residing in the Contractor's service area who indicate their primary language as a language other than English and that meet a numeric threshold of 3,000 or five-percent (5%) of the eligible beneficiary population, whichever is lower; and

2) A population group of mandatory eligible beneficiaries residing in the Contractor's service area who indicate their primary language as a language other than English and who meet the concentration standards of 1,000 in a single zip code or 1,500 in two contiguous zip codes.

e) The Contractor shall notify its beneficiaries:

i. That oral interpretation is available for any language and written translation is available in prevalent languages to individuals whose primary language is not English. This may include, but is not limited to:

1) Qualified interpreters

2) Information written in other languages

ii. That auxiliary aids and services are available upon request and at no cost for beneficiaries with disabilities. Free aids and services may include, but are not limited to:

1) Qualified sign language interpreters

2) Written information in other formats (large print, audio, accessible electronic formats, other formats)

iii. How to access services.

P. Participation of County Behavioral Health Director's Association of California.

The County AOD Program Administrator shall participate and represent the County in meetings of the County Behavioral Health Director's Association of California for the purposes of

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

representing the counties in their relationship with DHCS with respect to policies, standards, and administration for AOD abuse services.

The County AOD Program Administrator shall attend any special meetings called by the Director of DHCS. Participation and representation shall also be provided by the County Behavioral Health Director's Association of California.

Q. Nondiscrimination Notice, Nondiscrimination Statement and Taglines (45 C.F.R. § 92.8)

1) The Contractor shall post a DHCS-approved nondiscrimination notice and language taglines in at least the top 16 non-English languages in the State (as determined by DHCS), as well as large print, explaining the availability of free language assistance services. Including written translation and oral interpretation to understand the information provided and the toll-free and TTY/TDY telephone number of the Contractor's member/customer service unit, as follows:

   a) In all conspicuous physical locations where the Contractor interacts with the public.

   b) In a conspicuous location on the Contractor's website that is accessible on the Contractor's home page and in a manner that allows beneficiaries and prospective beneficiaries to easily locate the information.

   c) In all significant publications and significant communications that are small-sized, such as postcards and tri-fold brochures.

2) The Contractor shall post a DHCS-approved nondiscrimination statement and language taglines in at least the top two non-English languages I the State (as determined by DHCS), explaining the availability of free language assistance services, and the toll-free and TTY/TDY telephone number of the Contractor's member/customer service unit, as follows:

   a) In all significant publications and significant communications that are small-sized, such as postcards and tri-fold brochures.

3) The Contractor's nondiscrimination notice, nondiscrimination statement and language taglines must be in a conspicuously visible font size no smaller than 12 point. Any large print tagline required must be in a font size so smaller than 18 point and must include information on how to request auxiliary aids and services including the provision of the materials in alternative formats.

R. Discrimination Grievances (45 CFR §§ 92.7 and 92.8; W&I Code § 14029.91)

1) The Contractor shall designate a Discrimination Grievance Coordinator who is responsible for ensuring compliance with federal and state nondiscrimination requirements and investigating Discrimination Grievances related to any action that would be prohibited by or out of compliance with, federal or state nondiscrimination law.

2) The Contractor shall adopt Discrimination Grievance procedures that ensure the prompt and

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

equitable resolution of discrimination-related complaints. The Contractor shall not require a beneficiary to file a Discrimination Grievance with the Contractor before filing the grievance directly with DHCS Office of Civil Rights and the U.S. Health and Human Service Office for Civil Rights.

3) The Contractor shall provide information to all beneficiaries and potential beneficiaries on how to file a Discrimination Grievance with:

   a) The Contractor and DHCS if there is a concern of discrimination based on sex, race, color, religion, ancestry, national origin, ethnic group identification, age, mental disability, physical disability, medical condition, genetic information, marital status, gender, gender identity or sexual orientation.

   b) The United States Department of Health and Human Services Office of Civil Rights if there is a concern of discrimination based on race, color, national origin, sex, age or disability.

S. Performance Report

Subcontractor shall submit an annual Performance Report to Colusa County no later than sixty (60) days after the end of the fiscal year or the termination of this agreement, in the format specified by County. Such Performance Report shall be prepared in accordance with the requirements set forth by the Department of Health Care Services (DHCS). The Performance Report shall be the basis upon which a preliminary settlement will be made between the parties to this Contract.

T. Intravenous Drug Use (IVDU) Treatment

County shall ensure that individuals in need of IVDU treatment shall be encouraged to undergo AOD treatment (42 USC 300x-23 (45 CFR 96.126(e)).

Attachment: 4th Mod_C23-221 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C22-121

Third Modification of Substance Abuse Recovery and Related Behavioral Health Services Contract

This First Modification for wellness-focused substance abuse recovery and related behavioral health services C20-164 is between the County of Colusa (County), a political subdivision of the State of California, and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Background

On September 1, 2020, the parties executed Contract C20-164 to provide the County with wellness-focused substance abuse recovery and related behavioral health services. Granite Wellness Centers is one of the very few facilities in Northern California that offer perinatal services to consumers in which Behavioral Health is mandated to offer.

On June 22, 2021, the parties executed the First Modification to the contract (C21-120) to extend the term of the contract.

On July 1, 2021, the parties executed the Second Modification to the contract (C21-197) modifying Section 5 and 5A, Contractor's Books and Records to increase the time records are required to be kept by the Contractor from 5 years to 10 years.

The parties now want to modify the Contract to extend the termination date and modify Attachment A of the contract as follows:

Modification

The parties agree to modify the Contract effective July 1, 2021, as follows:

1. Section 2, Term, of the Contract is modified to extend the term of the contract to June 30, 2023.

2. Section 20 attachments is modified by deleting Attachment A and replacing with a NEW Attachment A 22/23 Approved Contract Rates, attached hereto.

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Attachment: 3rd Mod_C22-121 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C22-121

COUNTY OF COLUSA

Date: 6/21/22

J. Merced Corona, Board Chair

GRANITE WELLNESS CENTERS

Date: 7/25/22

Signature

Victoria Blacksmith

Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

by Patricia R

Patricia Rodriguez, Deputy

Attachment: 3rd Mod_C22-121 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C22-121

ATTACHMENT A

22/23 Approved Contract Rates

All Service Modalities	Unit Measure	Rate
Peer Support	Minute	$3.85
Outpatient ASAM 1.0	Minute	$3.85
Outpatient IOT ASAM 2.1	Minute	$3.85
Case Management	Minute	$3.85
Recovery Services	Minute	$3.85
Physician Consultation	15 Minute Increments	$4.89
Residential Level 3.1	Daily Rate	$138.00
Residential Level 3.5	Daily Rate	$173.00
Withdrawal Management 3.2 (Detox)	Daily Rate	$194.00
Recovery Residence/Sober Living	Daily Rate	$26.00
Room and Board	Daily Rate	$31.00
	Recovery Residence/Sober Living each child per mo.	$25.00
	Residential - Perinatal Facility + one child	$50.00
	Residential - Perinatal Facility + two children	$75.00

Attachment: 3rd Mod_C22-121 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C21-197

Second Modification of C20-164 for Substance Abuse Recovery and Related Behavioral Health Services Contract

This Second Modification for wellness-focused substance abuse recovery and related behavioral health services is between the County of Colusa (County), a political subdivision of the State of California, and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Background

On September 1, 2020, the parties executed Contract No. C20-164 to provide the County with wellness-focused substance abuse recovery and related behavioral health services. Granite Wellness Centers is one of the very few facilities in Northern California that offer perinatal services to consumers in which Behavioral Health is mandated to offer.

On June 22, 2021, the parties executed a First Modification to the contract (C21-120) to extend the term of the contract.

The parties now want to modify the Contract to increase the time of record keeping requirement.

Modification

The parties agree to modify the Contract effective July 1, 2021 as follows:

1. Section 5 and 5A, Contractor's Books and Records, is modified to increase the time records are required to be kept by the Contractor from five (5) years to ten (10) years.

COUNTY OF COLUSA

Gary J. Evans, Board Chair — Date: 10/26/21

GRANITE WELLNESS CENTERS

Signature — Date: 11/29/21

Victoria Blacksmith, CEO
Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

by Melissa Kitts, Deputy

Attachment: 2nd Mod_C21-197 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C21-120

First Modification of C20-164 for Substance Abuse Recovery and Related Behavioral Health Services Contract

This First Modification for wellness-focused substance abuse recovery and related behavioral health services C20-164 is between the County of Colusa (County), a political subdivision of the State of California, and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Background

On September 1, 2020, the parties executed Contract C20-164 to provide the County with wellness-focused substance abuse recovery and related behavioral health services. Granite Wellness Centers is one of the very few facilities in Northern California that offer perinatal services to consumers in which Behavioral Health is mandated to offer.

The parties now want to modify the Contract to extend the termination date and increase the compensation.

Modification

The parties agree to modify the Contract effective July 1, 2021, as follows:

1. Section 2, Term, of the Contract is modified to extend the term of the contract from July 1, 2021 to June 30, 2022.

COUNTY OF COLUSA

Gary J. Evans, Board Chair — Date 6/22/21

GRANITE WELLNESS CENTERS

Signature — Date: 7/1/21

Victoria Blacksmith, CEO
Printed Name and Title

APPROVED AS TO FORM

David Prentice, Interim County Counsel

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

by Patricia R
Patricia Rodriguez, Deputy

Attachment: 1st Mod_C21-120 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

Substance Abuse Recovery and Related Behavioral Health Services Contract

This contract for wellness-focused substance abuse recovery and related behavioral health services contract ("Contract") is between the County of Colusa ("County"), a political subdivision of the State of California and Granite Wellness Centers ("Contractor"), a non-profit corporation.

Services to be Performed: Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide County with a wellness-focused substance abuse recovery and related behavioral health services.

1. **Term:** This Contract shall begin on July 1, 2020, and shall terminate on June 30, 2021.

2. **Compensation:** County will pay Contractor compensation not to exceed $50,000 per fiscal year as provided for in Attachment "A." Compensation will be paid in accordance with paragraph 4, Method of Payment.

3. **Method of Payment:** Contractor shall bill monthly by invoice for the services provided in the preceding month. Contractor will provide County a completed IRS form W-9 before payments will be issued from County. Upon receipt of an invoice, County shall process payment to Contractor as provided for by County's established policies and procedures, and payment will be issued accordingly for undisputed invoices.

   A. **Invoices shall:**
      1) Be prepared on Contractor's letterhead.
      2) Bear Contractor's name as shown on the contract.
      3) Bear the contract number.
      4) Itemize the costs incurred.
      5) Include a summary of the services provided.
      6) Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.

4. **Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. County relies upon the representations of Contractor regarding professional training, licensing, and ability to perform the services as a material inducement to enter into this Contract.

   A. Services shall be provided by Contractor without the advice, control or supervision of County, but subject to concurrent review of the County and consistent with the County's objectives under the Contract. Subject to required approvals and consultation with the County under Section 1, Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C20-164

B. Acceptance of work or payment of invoice by County does not operate to release Contractor from any responsibility to perform work to professional standards.

C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

5. **Contractor's Books and Records:** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to County for a minimum period of five (5) years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

   A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years, or for any longer period required by law, from the date of termination or completion of this Contract.

   B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit at any time during regular business hours, upon written request by County Counsel or other designated representative of County. Copies of such documents shall be provided to County for inspection at the office of the requesting county officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

   C. Where County has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, County may, on written request, require that custody of the records be given to County and that the records and documents be maintained by County at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

6. **Independent Contractor:** Contractor is an independent contractor, not an employee of County. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between County and Contractor nor to allow County to exercise discretion or control over the manner in which Contractor performs the work or services that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching County's objectives in entering this Contract.

7. **Indemnity and Liability:** Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

violations of law by the party.

8. **Insurance:** Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

   A. **Workers' Compensation Coverage:** Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by County at least thirty (30) days prior to such change.

   B. **General Liability Coverage:** Contractor shall maintain commercial general liability insurance in an amount of not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.

   C. **Automobile Liability Coverage:** Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) for each accident for bodily injury or property damage.

   D. **Professional Liability Insurance (Errors and Omissions):** Contractor shall maintain Professional Liability Insurance for Errors and Omissions coverage in an amount of not less than two million dollars ($2,000,000) in aggregate. The insurance coverage provided by Contractor shall contain language providing coverage for up to three (3) years following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is claims made.

   E. **Policy Endorsements:** All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:

      1) Naming County, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C20-164

2) Providing that Contractor's insurance shall be the primary insurance as respects County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by County, including any self-insured retention County may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;

3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;

4) Providing that the insurer waives all rights of subrogation against County, its elected or appointed officers, officials, employees, agents or volunteers;

5) Providing any failure to comply with the reporting provisions of the policy of insurance shall not affect coverage provided to County, its elected or appointed officers, officials, employees agents, or volunteers;

6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and

7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without thirty (30) days written notice certain to County.

F. **Deductibles and Self-insured Retentions:** Any deductibles or self-insured retentions must be declared to and approved by County before work begins. At County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

G. **Proof of Coverage:** At the time of execution of this contract, Contractor shall furnish County with copies of its insurance policies and endorsements affecting coverage required by this Contract.

9. **Performance Standards:** Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.

10. **Licenses:** Contractor represents and warrants to County that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.

11. **Controlling Law Venue**: This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C20-164

Court of California for the County of Colusa.

12. **Written Notification**: Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally or sent prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to County:	Colusa County Behavioral Health Attention: Director 162 E. Carson Street Colusa, CA 95932
If to Contractor:	Granite Wellness Centers P.O. Box 6028 Auburn, CA 95604 Attention: Elaine Ebbert

13. **Entire Contract**: This Contract constitutes the complete and exclusive statement of contract between County and Contractor. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Contract.

14. **Amendments**: This Contract may be modified or amended only by a written document executed by both Contractor and County and approved as to form by the County Counsel.

15. **Waiver**: No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.

16. **Execution**: This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.

17. **Assignment & Subcontracting**: The parties recognize that a substantial inducement to County for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of County. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of County. If County consents to such subcontract, Contractor shall be fully responsible to County for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between County and subcontractor nor shall it create any obligation on the part of County to pay any monies due to any such subcontractor unless otherwise required by law.

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C20-164

18. **Termination**: This Contract may be terminated for the following reasons:

    A. Immediately for cause if either party violates any of the terms or provisions of this Contract; or

    B. By County without cause upon fifteen (15) days written notice of termination.

19. **Partial Invalidity**. If any provision of this Contract is held to be invalid, void, or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

20. **Attachments:** All attachments referred to are incorporated and made part of the Contract. Attachments include:

    A. Attachment "A" 2020 Approved Contract Rates
    B. Attachment "B" HIPAA Business Associate Addendum
    C. Attachment "C" State Requirements

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

COUNTY OF COLUSA

Date: 9/1/20

Denise J. Carter, Board Chair

GRANITE WELLNESS CENTERS

Date: 9-11-20

Signature

Ariel Lovett, CEO

Printed Name and Title

APPROVED AS TO FORM

Marcos A. Kropf, County Counsel

ATTEST: Wendy Tyler, Clerk of the Board of Supervisors

By

Melissa Kitts, Deputy

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

ATTACHMENT A

GRANITE
WELLNESS CENTERS

A Wellness-Focused Recovery Organization

Auburn | Grass Valley | Kings Beach | Lincoln | Roseville | Truckee |

2020 Approved Contract rates

Detox/Residential Treatment –
Residential $176.00
Detox (Withdrawal Management) $176.00
Woman w/ 1 child @ 20.00 a day (add to above rates)
Woman w/ 2 children @ $30.00 a day (add to above rates)

Transitional Housing –
$30.00 per day, no food included
Children are $25.00 monthly

Outpatient Treatment –
Individual and Group Sessions @ $3.13 per minute

Perinatal Outpatient Treatment –
Individual / 1.5 hour group / 3hr group @ $3.13 per minute

Drug Testing –
6 panel: $25
EtG: $40
6 + EtG: $50
6 + EtG + Mtd + Coc: $60
Methadone: $15
Cocaine: $10

Steve Martino *President* | Ron Abram *Vice-President* | Chip Arenchild *Secretary* | Lee Osborne *Treasurer* | Bob Henk

www.granitewellness.org | 1-855-HOPE-4-YOU | Tax ID 94-2275091

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20- 164

HIPAA BUSINESS ASSOCIATE ADDENDUM

Attachment B

The purpose of this Attachment is to satisfy certain standards and requirements of HIPAA and the HIPAA regulations, and other applicable laws.

Definitions

Catch-all definition:

The following terms used in this Attachment shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required by Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

Specific definitions:

(a) Business Associate. "Business Associate" shall generally have the same meaning as the term "Business Associate" at 45 CFR 160.103. , and in reference to the party to this Addendum, shall mean Granite Wellness Centers. Generally, a Business Associate provides services, arranges, performs or assists in the performance of functions or activities on behalf of the covered entity and creates, receives, maintains, transmits, uses or discloses PHI. County of Colusa (County) and Business Associate desire to protect the privacy and provide for the security of PHI created, received, maintained, transmitted, used or disclosed pursuant to this Addendum, in compliance with HIPAA and HIPAA regulations.

(b) Covered Entity. "Covered Entity" shall generally have the same meaning as the term "covered entity" at 45 CFR 160.103, and in reference to the party to this Addendum, shall mean County.

(c) Protected Health Information or PHI. "Protected Health Information" or "PHI" means any information, whether oral or recorded in any form or medium that relates to the past, present, or future physical or mental condition of an individual, the provision of health and dental care to an individual, or the past, present, or future payment for the provision of health and dental care to an individual; and that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. PHI shall have the meaning given to such term under HIPAA and HIPAA regulations, as the same may be amended from time to time.

(d) HIPAA Rules. "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

(e) Data Aggregation. "Data Aggregation" shall have the meaning given to such term under

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

the Privacy Rule, including but not limited to, 45 CFR Section 164.501.

(f) The terms used in this Exhibit, but not otherwise defined, shall have the same meanings as those terms are defined in the HIPAA regulations.

Obligations and Activities of Business Associate

Business Associate agrees to:

(a) Not use or disclose protected health information other than as permitted or required by the Addendum or as required by law;

(b) Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of protected health information other than as provided for by the Addendum. Business Associate shall develop and maintain a written information privacy and security program that includes administrative, technical and physical safeguards appropriate to the size and complexity of the Business Associate's operations and the nature and scope of its activities, and which incorporates the requirements of section (k), below. Business Associate will provide County with its current and updated policies;

(c) Report to covered entity any use or disclosure of protected health information not provided for by the Addendum of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR 164.410, and any security incident of which it becomes aware;

(d) In accordance with 45 CFR 164.502©(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the Business Associate agree to the same restrictions, conditions, and requirements that apply to the Business Associate with respect to such information;

(e) Within ten (10) days of receipt of a request from County make available protected health information in a designated record sent to the County as necessary to satisfy its obligations under 45 CFR 164.524;

(f) Within ten (10) days of receipt of a request from County make any amendment(s) to protected health information in a designated record set as directed or agreed to by County pursuant to 45 CFR 164.526, or take other measures as necessary to satisfy County's obligations under 45 CFR 164.526;

(g) Maintain and make available within ten (10) days of receipt of a request from County information required to provide an accounting of disclosures to the individual as necessary to satisfy County's obligations under 45 CFR 164.528;

(h) To the extent the Business Associate is to carry out one or more of County's obligations under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

County in the performance of such obligation(s);

(i) Request, use and disclose the minimum amount of PHI necessary to accomplish the purpose of the request, use or disclosure; 45 CFR 164.514(d)(3);

(j) Make its internal practices, books, and records available to the County and Secretary for purposes of determining compliance with the HIPAA Rules within ten (10) days of request by County;

(k) The Business Associate shall take any and all steps necessary to ensure the continuous security of all computerized data systems containing County PHI. These steps shall include, at a minimum: Providing a level and scope of security that is at least comparable to the level and scope of security established by the Office of Management and Budget in OMB Circular No. A-130, Appendix III- *Security of Federal Automated Information Systems*, which sets forth guidelines for automated information systems in Federal agencies. It is expected the Business Associate will implement and maintain the most stringent means and system to safeguard and provide the highest level of protection for County PHI from breaches and security incidents.

(l) Business Associate shall mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate or its subcontractors in violation of the requirements of this Exhibit.

Permitted Uses and Disclosures by Business Associate

(a) Business Associate may only use or disclose protected health information as necessary to provision of the services set forth in the Service Agreement. (Agreement) Further, the Business Associate is authorized to use protected health information to de-identify the information in accordance with 45 CFR 164.514(a)-(c).

(b) Business Associate may use or disclose protected health information as required by law.

(c) Business Associate agrees to make uses and disclosures and requests for protected health information consistent with County's minimum necessary policies and procedures.

(d) Business Associate may not use or disclose protected health information in a manner that would violate Subpart E of 45 CFR Part 164 if done by covered entity, except for the specific uses and disclosures set forth below.

(e) Business Associate may disclose protected health information for the proper management and administration of Business Associate or to carry out the legal responsibilities of the Business Associate, provided the disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

has been breached.

(f) Business Associate may provide data aggregation services relating to the health care operations of County.

Provisions for County to Inform Business Associate of Privacy Practices and Restrictions

(a) County shall notify Business Associate of any limitation(s) in the notice of privacy practices of covered entity under 45 CFR 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of protected health information.

(b)County shall notify Business Associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect Business Associate's use or disclosure of protected health information.

(c) County shall notify Business Associate of any restriction on the use or disclosure of protected health information that County has agreed to or is required to abide by under 45 CFR 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of protected health information.

Permissible Requests by County

County shall not request Business Associate to use or disclose protected health information in any manner that would not be permissible under Subpart E of 45 CFR Part 164 if done by County, except if the Business Associate will use or disclose protected health information for, and the Agreement includes provisions for, data aggregation or management and administration and legal responsibilities of the Business Associate.

Term and Termination

(a) Term. The Term of this Addendum shall be effective as of the date of the Agreement, and shall terminate when the Agreement terminates or on the date County terminates for cause as authorized in paragraph (b) of this Section, whichever is sooner.

(b) Termination for Cause. Business Associate authorizes termination of this Addendum by County, if County determines Business Associate has violated a material term of the Addendum and Business Associate has not cured the breach or ended the violation within the time specified by County. County may in its discretion provide the Business Associate with an opportunity to cure a violation or breach of the contract before termination for cause.

(c) Obligations of Business Associate Upon Termination.

Upon termination of this Addendum for any reason, Business Associate, with respect to protected health information received from County, or created, maintained, or received by Business Associate on behalf of County, shall:

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

1. Retain only that protected health information which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;
2. Return to County or, if agreed to by County, destroy the remaining protected health information that the Business Associate still maintains in any form;
3. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as Business Associate retains the protected health information;
4. Not use or disclose the protected health information retained by Business Associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out at paragraphs © above under "Permitted Uses and Disclosures By Business Associate" which applied prior to termination; and
5. Return to County or, if agreed to by County, destroy the protected health information retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration or to carry out its legal responsibilities; or
6. At the request of County transmit the protected health information to another Business Associate of the County at termination, and/or could add terms regarding a Business Associate's obligations to obtain or ensure the destruction of protected health information created, received, or maintained by subcontractors.

(d) Survival. The obligations of Business Associate under this Section shall survive the termination of this Addendum.

Miscellaneous

(a) Regulatory References. A reference in this Addendum to a section in the HIPAA Rules means the section as in effect or as amended.

(b) Amendment. The Parties agree to take such action as is necessary to amend this Addendum from time to time as is necessary for compliance with the requirements of the HIPAA Rules and any other applicable law.

(c) Interpretation. Any ambiguity in this Addendum shall be interpreted to permit compliance with the HIPAA Rules. Except as specifically required to implement the purposes of this Addendum, or to the extent inconsistent with this Addendum, all other terms of the Agreement to which this Addendum is attached shall remain in effect.

(d) Ownership. County at all times owns the PHI shared pursuant to the terms of this Addendum.

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

ATTACHMENT C

STATE REQUIREMENTS

A. Additional Contract Restrictions

This Contract is subject to any additional restrictions, limitations, or conditions enacted by the Congress, or any statute enacted by the Congress, which may affect the provisions, terms, or funding of this Contract in any manner.

B. Hatch Act

Contractor agrees to comply with the provisions of the Hatch Act (Title 5 USC, Sections 1501-1508), which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

C. No Unlawful Use or Unlawful Use Messages Regarding Drugs

Contractor agrees that information produced through these funds, and which pertains to drugs and alcohol-related programs, shall contain a clearly written statement that there shall be no unlawful use of drugs or alcohol associated with the program. Additionally, no aspect of a drug or alcohol-related program shall include any message on the responsible use, if the use is unlawful, of drugs or alcohol (HSC Section 11999-11999.3). By signing this Contract, Contractor agrees that it will enforce, and will require its subcontractors to enforce, these requirements.

D. Noncompliance with Reporting Requirements

Contractor agrees that DHCS has the right to withhold payments until Contractor has submitted any required data and reports to DHCS, as identified in Exhibit A, Attachment I, Part III - Reporting Requirements, or as identified in Document 1F(a), Reporting Requirements Matrix for Counties.

E. Limitation on Use of Funds for Promotion of Legalization of Controlled Substances

None of the funds made available through this Contract may be used for any activity that promotes the legalization of any drug or other substance included in Schedule I of Section 202 of the Controlled Substances Act (21 USC 812).

F. Debarment and Suspension

Contractor shall not subcontract with or employ any party listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp. p.

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

189) and 12689 (3 CFR part 1989., p. 235), "Debarment and Suspension." SAM exclusions contain the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

The Contractor shall advise all subcontractors of their obligation to comply with applicable federal debarment and suspension regulations, in addition to the requirements set forth in 42 CFR Part 1001.
If a Contractor subcontracts or employs an excluded party DHCS has the right to withhold payments, disallow costs, or issue a CAP, as appropriate, pursuant to HSC Code 11817.8(h).

G. Restriction on Distribution of Sterile Needles

No SABG funds made available through this Contract shall be used to carry out any program that includes the distribution of sterile needles or syringes for the hypodermic injection of any illegal drug unless DHCS chooses to implement a demonstration syringe services program for injecting drug users.

H. Health Insurance Portability and Accountability Act (HIPAA) of 1996

All work performed under this Contract is subject to HIPAA, Contractor shall perform the work in compliance with all applicable provisions of HIPAA. As identified in Exhibit F, DHCS and County shall cooperate to assure mutual agreement as to those transactions between them, to which this provision applies. Refer to Exhibit F for additional information.

1. Trading Partner Requirements

a) No Changes. Contractor hereby agrees that for the personal health information (Information), it will not change any definition, data condition or use of a data element or segment as proscribed in the Federal Health and Human Services (HHS) Transaction Standard Regulation (45 CFR 162.915 (a)).

b) No Additions. Contractor hereby agrees that for the Information, it will not add any data elements or segments to the maximum data set as proscribed in the HHS Transaction Standard Regulation (45 CFR 162.915 (b)).

c) No Unauthorized Uses. Contractor hereby agrees that for the Information, it will not use any code or data elements that either are marked "not used" in the HHS Transaction's Implementation specification or are not in the HHS Transaction Standard's implementation specifications (45 CFR 162.915 (c)).
d) No Changes to Meaning or Intent. Contractor hereby agrees that for the Information, it will not change the meaning or intent of any of the HHS Transaction Standard's implementation specification (45 CFR 162.915 (d)).

2. Concurrence for Test Modifications to HHS Transaction Standards

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

Contractor agrees and understands that there exists the possibility that DHCS or others may request an extension from the uses of a standard in the HHS Transaction Standards. If this occurs, Contractor agrees that it will participate in such test modifications.

3. Adequate Testing

Contractor is responsible to adequately test all business rules appropriate to their types and specialties. If the Contractor is acting as a clearinghouse for enrolled providers, Contractor has obligations to adequately test all business rules appropriate to each and every provider type and specialty for which they provide clearinghouse services.

4. Deficiencies

Contractor agrees to correct transactions, errors, or deficiencies identified by DHCS, and transactions errors or deficiencies identified by an enrolled provider if the Contractor is acting as a clearinghouse for that provider. When County is a clearinghouse, Contractor agrees to properly communicate deficiencies and other pertinent information regarding electronic transactions to enrolled providers for which they provide clearinghouse services.

5. Code Set Retention

Both parties understand and agree to keep open code sets being processed or used in this Contract for at least the current billing period or any appeal period, whichever is longer.

6. Data Transmission Log

Both parties shall establish and maintain a Data Transmission Log which shall record any and all Data Transmissions taking place between the Parties during the term of this Contract. Each party will take necessary and reasonable steps to ensure that such Data Transmission Logs constitute a current, accurate, complete, and unaltered record of any and all Data Transmissions between the parties, and shall be retained by each Party for no less than twenty-four (24) months following the date of the Data Transmission. The Data Transmission Log may be maintained on computer media or other suitable means provided that, if it is necessary to do so, the information contained in the Data Transmission Log may be retrieved in a timely manner and presented in readable form.

I. Nondiscrimination and Institutional Safeguards for Religious Providers

Contractor shall establish such processes and procedures as necessary to comply with the provisions of Title 42, USC, Section 300x-65 and Title 42, CFR, Part 54, (Reference Document 1B).

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

J. Counselor Certification

Any counselor or registrant providing intake, assessment of need for services, treatment or recovery planning, individual or group counseling to participants, patients, or residents in a DHCS licensed or certified program is required to be registered or certified as defined in Title 9, CCR, Division 4, Chapter 8, (Document 3H).

K. Cultural and Linguistic Proficiency

To ensure equal access to quality care by diverse populations, each service provider receiving funds from this Contract shall adopt the Federal Office of Minority Health Culturally and Linguistically Appropriate Service (CLAS) national standards (Document 3V).

L. Intravenous Drug Use (IVDU) Treatment

Contractor shall ensure that individuals in need of IVDU treatment shall be encouraged to undergo AOD treatment (42 USC 300x-23 (45 CFR 96.126(e)).

M. Tuberculosis Treatment

Contractor shall ensure the following related to Tuberculosis (TB):

1. Routinely make available TB services to each individual receiving treatment for AOD use and/or abuse.

2. Reduce barriers to patients' accepting TB treatment.

3. Develop strategies to improve follow-up monitoring, particularly after patients leave treatment, by disseminating information through educational bulletins and technical assistance.

N. Trafficking Victims Protection Act of 2000

Contractor and its subcontractors that provide services covered by this Contract shall comply with the Trafficking Victims Protection Act of 2000 (22 United States Code (USC) 7104(g)) as amended by section 1702 of Pub. L. 112-239.

O. Tribal Communities and Organizations

Contractor shall regularly assess (e.g. review population information available through Census, compare to information obtained in the California Outcome Measurement System for Treatment (CalOMS-Tx) to determine whether the population is being reached, survey Tribal representatives for insight in potential barriers), the substance use service needs of the American Indian/Alaskan Native (AI/AN) population within the County geographic area, and shall engage in regular and meaningful consultation and collaboration with elected officials of the tribe, Rancheria, or their designee for the purpose of identifying issues/barriers to

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

service delivery and improvement of the quality, effectiveness, and accessibility of services available to AI/NA communities within the County.

P. Participation of County Behavioral Health Director's Association of California.

The County AOD Program Administrator shall participate and represent the County in meetings of the County Behavioral Health Director's Association of California for the purposes of representing the counties in their relationship with DHCS with respect to policies, standards, and administration for AOD abuse services.
The County AOD Program Administrator shall attend any special meetings called by the Director of DHCS. Participation and representation shall also be provided by the County Behavioral Health Director's Association of California.

Q. Youth Treatment Guidelines

Contractor must comply with the guidelines in Document 1V, incorporated by this reference, "Youth Treatment Guidelines," in developing and implementing youth treatment programs funded under this Exhibit, until new Youth Treatment Guidelines are established and adopted. No formal amendment of this contract is required for new guidelines to be incorporated into this Contract.

R. Perinatal Practice Guidelines

Contractor must comply with the perinatal program requirements as outlined in the Perinatal Practice Guidelines. The Perinatal Practice Guidelines are attached to this contract as Document 1G, incorporated by reference. The Contractor must comply with the current version of these guidelines until new Perinatal Practice Guidelines are established and adopted. The incorporation of any new Perinatal Practice Guidelines into this Contract shall not require a formal amendment.

Contractor receiving SABG funds must adhere to the Perinatal Practice Guidelines, regardless of whether the Contractor exchanges perinatal funds for additional discretionary funds.

S. Byrd Anti-Lobbying Amendment (31 USC 1352)

Contractor certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Contractor shall also disclose to DHCS any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C20-164

T. Nondiscrimination in Employment and Services

By signing this Contract, Contractor certifies that under the laws of the United States and the State of California, incorporated into this Contract by reference and made a part hereof as if set forth in full, Contractor will not unlawfully discriminate against any person.

U. Federal Law Requirements:

1. Title VI of the Civil Rights Act of 1964, Section 2000d, as amended, prohibiting discrimination based on race, color, or national origin in federally-funded programs.

2. Title VIII of the Civil Rights Act of 1968 (42 USC 3601 et seq.) prohibiting discrimination on the basis of race, color, religion, sex, handicap, familial status or national origin in the sale or rental of housing.

3. Age Discrimination Act of 1975 (45 CFR Part 90), as amended 42 USC Sections 6101 – 6107), which prohibits discrimination on the basis of age.

4. Age Discrimination in Employment Act (29 CFR Part 1625).

5. Title I of the Americans with Disabilities Act (29 CFR Part 1630) prohibiting discrimination against the disabled in employment.

6. Title II of the Americans with Disabilities Act (28 CFR Part 35) prohibiting discrimination against the disabled by public entities.

7. Title III of the Americans with Disabilities Act (28 CFR Part 36) regarding access.

8. Section 504 of the Rehabilitation Act of 1973, as amended (29 USC Section 794), prohibiting discrimination on the basis of individuals with disabilities.

9. Executive Order 11246 (42 USC 2000(e) et seq. and 41 CFR Part 60) regarding nondiscrimination in employment under federal contracts and construction contracts greater than $10,000 funded by federal financial assistance.

10. Executive Order 13166 (67 FR 41455) to improve access to federal services for those with limited English proficiency.

11. The Drug Abuse Office and Treatment Act of 1972, as amended, relating to nondiscrimination on the basis of drug abuse.

12. Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2, Subparts A – E).

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

C 20-164

V. State Law Requirements:

1. Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (2 CCR 7285.0 et seq.).

2. Title 2, Division 3, Article 9.5 of the Government Code, commencing with Section 11135.

3. Title 9, Division 4, Chapter 8 of the CCR, commencing with Section 13000.

4. No state or federal funds shall be used by the Contractor or its subcontractors for sectarian worship, instruction, or proselytization. No state funds shall be used by the Contractor or its subcontractors to provide direct, immediate, or substantial support to any religious activity.

5. Noncompliance with the requirements of nondiscrimination in services shall constitute grounds for DHCS to withhold payments under this Contract or terminate all, or any type, of funding provided hereunder.

W. Additional Contract Restrictions

1. This Contract is subject to any additional restrictions, limitations, or conditions enacted by the federal or state governments that affect the provisions, terms, or funding of this Contract in any manner.

X. Information Access for Individuals with Limited English Proficiency

1. Contractor shall comply with all applicable provisions of the Dymally-Alatorre Bilingual Services Act (Government Code sections 7290-7299.8) regarding access to materials that explain services available to the public as well as providing language interpretation services.

2. Contractor shall comply with the applicable provisions of Section 1557 of the Affordable Care Act (45 CFR Part 92), including, but not limited to, 45 CFR 92.201, when providing access to: (a) materials explaining services available to the public, (b) language assistance, (c) language interpreter and translation services, and (d) video remote language interpreting services.

3. Contractor shall submit an annual Performance Report to County no later than sixty (60) days after the end of the fiscal year or the termination of this agreement, in the format specified by County. Such Performance Report shall be prepared in accordance with the requirements set forth by the Department of Health Care Services (DHCS). The Performance Report shall be the basis upon which a preliminary settlement will be made between the parties to this Contract.

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with Granite Wellness Centers)

Attachment: C20-164 Granite Wellness Centers (10081 : Approve 6th Modification with

Behavioral Health

COUNTY OF COLUSA, CA **2.7**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Purchasing and Procurement**
FROM:	**Molly West**
SUBJECT:	**Approve 2nd Modification with R&F Engineering for on-call flood management support services, effective August 2, 2024.**

Approve 2nd Modification with **R&F Engineering** for on-call flood management support services, effective August 2, 2024.

Detailed Description/Background of request

The BOS approved this second modification with R&F Engineering on August 6, 2024.

The contract was returned to sender with an incorrect mailing address. Staff is requesting to approve this revised second modification with R&F Engineering to modify the Contractor's mailing address utilizing the same contract number.

The Department of Public Works Floodplain Administrator requested the second modification to the contract with R&F Engineering be approved to extend the contract term until June 30, 2025 for on-call flood management support services and to adjust the compensation not to exceed $30,000 annually.

R&F specializes in local flood control systems along with the knowledge of processes and policies of the Department of Water Resources (DWR), the Central Valley Flood Protection Board (CVFPB), Federal Emergency Management Agency (FEMA), and the U.S. Army Corps of Engineers (USACE).

Prior Board Action

C22-162 and C22-188

Fiscal Impact/Funding Source

101-53180-550

$40,000 budgeted in flood control and water conservation district budget.

Action for the Clerk

Please use contract number C24-138, obtain signatures and forward to R&F Engineering for signature.

R&F Engineering
2270 Douglas Blvd, Suite 118
Roseville, Ca, 95661

ATTACHMENTS:

- 2nd Mod_R&F Engineering (DOCX)
- C22-188 1st Mod_R&F Engineering (PDF)
- C22-162 R&F Engineering (PDF)

Second Modification of On-call Flood Management Support Services

This Second Modification of On-call Flood Management Support Services contract ("Contract") is between County of Colusa (“County”), a political subdivision of the State of California, and R&F Engineering (“Contractor”), a California Corporation.

Background

On August 2, 2022, the parties executed Contract No. C22-162 for on-call flood management support.

On August 30, 2022 the parties executed the first modification to Contract C22-162 to add to the Scope of Work and increase the compensation

The contract expired on August 1, 2024, however the contractor has continued to perform work under the terms and conditions of the agreement.

The parties now want to modify the Contract to extend the term to August 1, 2025, adjust compensation and update the mailing address.

Modification

The parties agree to modify the Contract effective August 2, 2024, as follows:

1. Section 2, Term is modified by extending the termination date to August 1, 2025.
2. Section 3, Compensation is modified from a total not to exceed amount of $41,710 for the term of the contract to a total not to exceed amount of $30,000 annually.
3. Section 12, Written Notification, If to Contractor is updated with the following mailing address:

   R&F Engineering
   2270 Douglas Blvd., Suite 118
   Roseville, CA 95661

COUNTY OF COLUSA

_____Date:_____
Gary J. Evans, Chair

APPROVED AS TO FORM

_____
Richard Stout, County Counsel

R&F ENGINEERING

_____Date:_____
Signature

_____
Printed Name and Title

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

_____
Patricia Rodriguez, Deputy Clerk

Attachment: 2nd Mod_R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

C24-

Attachment: 2nd Mod_R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

C22-188

First Modification Of On-call Flood Management Support Services

This First Modification of On-call Flood Management Support Services contract ("Contract") is between the County of Colusa (County), a political subdivision of the State of California, and R&F Engineering (Contractor), a California Corporation.

Background

On August 2, 2022, the parties executed Contract No. C22-162 for on-call flood management support.

The parties now want to modify the Contract to add to the Scope of Work and increase the compensation.

Modification

The parties agree to modify the Contract effective April 22, 2021, as follows:

1. Section 1, Services to be Performed, is modified by adding Attachment A.1-Additional Services, attached hereto.
2. Section 3, Compensation, is modified by increasing the compensation by $16,710.00, for a total not to exceed amount of $41,710.00.

COUNTY OF COLUSA

Date: 8/30/22

J. Merced Corona, Chair

R&F ENGINEERING

Date: 9/19/22

Signature

Chris Fritz, President

Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

Melissa Kitts, Deputy

Attachment: C22-188 1st Mod_R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

ATTACHMENT A.1

ADDITIONAL SERVICES

Key Messages
Create clear and concise key messages regarding FEMA remapping process and flood insurance. Key messages will serve as the basis for all outreach materials and be used for communicating with the general public, media interests and other stakeholders. These messages will be updated throughout the project as needed.

Community Meetings (4)
The consultant will coordinate with the County and FEMA to schedule and conduct up to four community meetings. The consultant will be responsible for finalizing meeting dates and times, scheduling meeting venues, meeting logistics (set up, A/V equipment, breakdown) and assistance with development of presentation materials.

Outreach Materials
One direct mail piece will be developed to inform residents of the mapping process and provide notice for community meetings. The consultant will assist the County with logistics for printing and distribution, but this assumes the direct costs for those services will be borne by the County. The consultant will also develop a FAQ handout to address common questions.

Webpage
One webpage specific to the program will be useful for providing the public with detailed information, resources and contact information. The consultant team will develop the content and coordinate postings with the County's IT staff. The Web URL will be included on all communication and program materials.

Media Relations
This task includes the development of up to two media releases, as well as coordination with the media to provide background information.

Project Management
Project management tasks will include attendance at project-related meetings, monitoring client and team communications and reviewing project materials and reports.

Attachment: C22-188 1st Mod_R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

ATTACHMENT A.1
FEES

Kim Floyd Communications
Proposed Budget Spreadsheet

Prepared by Kim Floyd

Project name: Colusa County FEMA Remapping	8.16.22
Estimated lenght of project: 12 months	

2022 Rates	$150	$90				
Tasks	Principal	Project Asst		Total Fees	Direct Costs	**Project TOTAL**
Stakeholder Database	1	1		$240		$ 240
Key Messages	5	1		$840		$ 840
Outreach Materials	20	5		$3,450	$3,000	$6,450
Community Meetings	40	16		$7,440		$ 7,440
Webpage	1	6		$690		$ 690
Media Relations	6	3		$1,170		$ 1,170
Project Management	12	12		$2,880	$ 1,500	$ 4,380
SUBTOTAL	85.00	44.00	0.00	$16,710	$ 4,500	$ 21,210
GRAND TOTAL	**85.00**	**44.00**	**129.00**	**$16,710**	**$ 4,500**	**$ 21,210**

Direct costs includes graphic design and 5% markup

Attachment: C22-188 1st Mod_R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

281-22

C22-162

PROFESSIONAL SERVICES AGREEMENT

This On-call Flood Management Support Services contract ("Contract") is between the County of Colusa ("County"), a political subdivision of the State of California and R&F Engineering ("Contractor"), a California Corporation.

1. **Services to be Performed:** Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide County with on-call flood management support, as more specifically detailed in Attachment "A."

2. **Term:** This Contract shall begin on August 2, 2022, and shall continue until all requested services are completed, but no later than August 1, 2024.

3. **Compensation:** County will pay Contractor compensation in the amount of Twenty-five thousand dollars and no cents ($25,000) for the term of the contract. Compensation will be paid in accordance with paragraph 4, Method of Payment.

4. **Method of Payment:** At the end of each month, Contractor shall provide County with an invoice for the services provided in the preceding month. Upon receipt of an invoice, County shall process payment to Contractor as provided for by County's established policies and procedures, and payment will be issued accordingly for undisputed invoices.

   A. **Invoices shall:**
      1) Be prepared on Contractor's letterhead.
      2) Bear Contractor's name as shown on the contract.
      3) Bear the contract number.
      4) Itemize the costs incurred.
      5) Include a summary of the services provided.
      6) Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.

5. **Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. County relies upon the representations of Contractor regarding professional training, licensing, and ability to perform the services as a material inducement to enter into this Contract.

   A. Services shall be provided by Contractor without the advice, control or supervision of County. Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

   B. Acceptance of work or payment of invoice by County does not operate to release Contractor from any responsibility to perform work to professional standards.

   C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

6. **Contractor's Books and Records:** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to County for a minimum period of five (5) years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

   A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years, or for any longer period required by law, from the date of termination or completion of this Contract.

   B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit at any time during regular business hours, upon written request by County Counsel or other designated representative of County. Copies of such documents shall be provided to County for inspection at the office of the requesting county officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

   C. Where County has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, County may, on written request, require that custody of the records be given to County and that the records and documents be maintained by County at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

7. **Independent Contractor:** Contractor is an independent contractor, not an employee of County. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between County and Contractor nor to allow County to exercise discretion or control over the manner in which Contractor performs the work or services that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching County's objectives in entering this Contract.

8. **Indemnity and Liability:** Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or violations of law by the party.

9. **Insurance:** Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

A. **Workers' Compensation Coverage:** Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by County at least thirty (30) days prior to such change.

B. **General Liability Coverage:** Contractor shall maintain commercial general liability insurance in an amount of not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.

C. **Automobile Liability Coverage:** Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) for each accident for bodily injury or property damage.

D. **Professional Liability Insurance (Errors and Omissions):** Contractor shall maintain Professional Liability Insurance for Errors and Omissions coverage in an amount of not less than $2,000,000 in aggregate. The insurance coverage provided by Contractor shall contain language providing coverage for up to three 3 years following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is claims made.

E. **Policy Endorsements:** All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:

1) Naming County, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;

2) Providing that Contractor's insurance shall be the primary insurance as respects County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by County, including any self-insured retention County may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;

3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

4) Providing that the insurer waives all rights of subrogation against County, its elected or appointed officers, officials, employees, agents or volunteers;

5) Providing any failure to comply with the reporting provisions of the policy of insurance shall not affect coverage provided to County, its elected or appointed officers, officials, employees agents, or volunteers;

6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and

7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without thirty (30) days written notice certain to County.

F. **Deductibles and Self-insured Retentions:** Any deductibles or self-insured retentions must be declared to and approved by County before work begins. At County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

G. **Proof of Coverage:** At the time of execution of this contract, Contractor shall furnish County with copies of its insurance policies and endorsements affecting coverage required by this Contract.

10. **Performance Standards:** Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.

11. **Licenses:** Contractor represents and warrants to County that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.

12. **Controlling Law Venue**: This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior Court of California for the County of Colusa.

13. **Written Notification**: Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally or sent prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

Department of Public Works
Attn: Mike Azevedo, Director
If to County: 1215 Market Street
Colusa, CA 95932

R&F Engineering
If to Contractor: 919 Reserve Drive, Suite 125
Roseville, CA 95678

14. **Entire Contract**: This Contract constitutes the complete and exclusive statement of contract between County and Contractor. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Contract.

15. **Amendments**: This Contract may be modified or amended only by a written document executed by both Contractor and County and approved as to form by the County Counsel.

16. **Waiver**: No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.

17. **Execution**: This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.

18. **Assignment & Subcontracting**: The parties recognize that a substantial inducement to County for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of County. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of County. If County consents to such subcontract, Contractor shall be fully responsible to County for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between County and subcontractor nor shall it create any obligation on the part of County to pay any monies due to any such subcontractor unless otherwise required by law.

19. **Termination**: This Contract may be terminated for the following reasons:

    A. Immediately for cause if either party violates any of the terms or provisions of this Contract; or

    B. By County without cause upon fifteen (15) days written notice of termination.

20. **Partial Invalidity**. If any provision of this Contract is held to be invalid, void, or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

21. **Attachments:** All attachments referred to are incorporated and made part of the Contract. Attachments include:

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

C22-162

A. Attachment - Exhibit "A" Scope of Work & Schedule of Fees

COUNTY OF COLUSA

Date: 8/2/22

J. Merced Corona, Board Chair

CONSULTANT

Date: 8/8/22

Signature

Chris Fritz, President

Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk of the Board of Supervisors

By

Melissa Kitts, Deputy Clerk

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

C22-162

EXHIBIT "A"

Scope of Work & Schedule of Fees

- Providing floodplain management guidance as Colusa County progresses through the FEMA remapping process.
- Providing H&H engineering support related to floodplain mapping, community drainage improvements, flood protection, and flood mitigation projects.
- Assisting and cooperating with FEMA and State Floodplain Manager representatives.
- Assisting with Program reviews and other floodplain management program actions.
- Assistance with reviewing permits for development in the community's floodplain to help determine compliance with community development standards and NFIP requirements.
- Assistance with evaluating and managing the County's interest in FEMA's Community Rating Service (CRS) Program.
- Preparing applications for funding and assisting with the implementation of flood mitigation projects, such as those under FEMA's Hazard Mitigation Grant Program (HMGP), Flood Mitigation Assistance (FMA) Program, and Pre-Disaster Mitigation (PDM) Program.
- Assisting County staff in review of policies, standards, and ordinances.
- Acting as an extension of staff to the County upon request.

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

C22-162

2022 Standard Fee Schedule

Position	Hourly Rate
Ho	
Principal Engineer	$250
Supervising Engineer	$245
Project Manager III	$230
Project Manager II	$220
Project Manager I	$205
Senior Engineer III	$225
Senior Engineer II	$215
Senior Engineer I	$200
Associate Engineer III	$190
Associate Engineer II	$180
Associate Engineer I	$170
Engineer III	$155
Engineer II	$145
Engineer I	$135
Project Technician V	$150
Project Technician IV	$135
Project Technician III	$120
Project Technician II	$105
Project Technician I	$90
Admin IV	$110
Admin III	$100
Admin II	$90
Admin I	$80
Expenses	
EXPENSES	
Automobile Mileage	Per Current Federal Rates
Sub consultants	At Cost Plus 5%
Other Direct Expenses (Printing, Travel, etc.)	At Cost Plus 5%

Note: Hourly rates will be reviewed and adjusted January 1 of each year

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

Attachment: C22-162 R&F Engineering (10082 : Approve 2nd Modification with R&F Engineering)

COUNTY OF COLUSA, CA **2.8**

Request For County Board of Supervisors Action

MEETING DATE: **October 15, 2024**

DEPARTMENT: **Purchasing and Procurement**

FROM: **Molly West**

SUBJECT: **Approve contract with Cross Electric Company, Inc for electrical and lighting upgrades at Colusa County Animal Control located at 929 Bridge St., Colusa, Ca.**

Approve contract with **Cross Electric Company, Inc** for electrical and lighting upgrades at Colusa County Animal Control located at 929 Bridge St., Colusa, Ca.

Detailed Description/Background of request

A Request for Bid (RFB) was issued for electrical and lighting upgrades to improve safety and provide more access to lighting at Colusa County Sheriff Animal Control located at 929 Bridge St., Colusa, Ca.

Bids received are as follows:

Cross Electric Company, Inc.	$30,976.78
All About Construction and Electrical, LLC	$44,990.00

The Assistant CAO and Maintenance Supervisor have reviewed the bid options and recommend awarding the bid to Cross Electric Company, Inc.

Prior Board Action

Board adopted, plans, specifications and working details on August 6, 2024.

Fiscal Impact/Funding Source

The project does not impact the general fund. It is funded by the Best Friends Grant.

Action for the Clerk

Please register project with DIR, obtain signatures, number contract and forward to Cross Electric for signature. Please notify Dusty Whiting once fully executed contract is received.

Cross Electric Company, Inc.
714 11th St.
Colusa, Ca, 95932

ATTACHMENTS:

- Contract_Animal Control Electrical Upgrades (DOCX)
- Attachment B_Bid Sheet_Cross Electric (PDF)

C24-_____

Electrical and Lighting Upgrade Contract

This public works construction contract ("Contract") is between the County of Colusa ("County"), a political subdivision of the State of California and Cross Electric Company, Inc. ("Contractor"), a California Corporation. This is a public works contract subject to Department of Industrial Relations registration, and payment of prevailing wage.

1. **Services to be Performed:** Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide County with construction services to upgrade the electrical system and lighting located at 929 Bridge St., Colusa, California as more specifically detailed in Attachment "A." Additionally, all terms and conditions of the Request for Bids (RFB) and all documents submitted in response to the RFB are incorporated into the terms and conditions of this contract.

2. **Term:** This contract shall begin on the date of the issuance of the Notice to Proceed and shall continue until all services are completed, but no later than February 28, 2025.

3. **Compensation:** County will pay Contractor compensation not to exceed $30,976.78 as provided for in Attachment "B." Compensation will be paid in accordance with paragraph 4, Method of Payment.

   A. **Retention for Contracts that Exceed $5,000:** Pursuant to California Public Contract Code section 9203(a), for public works contracts that exceed $5,000, an amount of 5% shall be withheld from the invoices submitted by the Contractor as retention money to be utilized in case of default or defective materials, equipment, supplies, work or service not rectified by the Contractor. The retention money shall be paid over to the Contractor upon the receipt of a Certificate of Completion.

4. **Method of Payment:** At the completion of the project, Contractor shall provide County with an invoice for the services provided. Upon receipt of an invoice, County shall process payment to Contractor as provided for by County's established policies and procedures, and payment will be issued accordingly for undisputed invoices.

   A. **Invoices shall:**
      1) Be prepared on Contractor's letterhead.
      2) Bear Contractor's name as shown on the contract.
      3) Bear the contract number.
      4) Itemize the costs incurred.
      5) Include a summary of the services provided.
      6) Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.

5. **Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. County relies upon the representations of Contractor regarding

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

professional training, licensing, and ability to perform the services as a material inducement to enter into this Contract.

A. Services shall be provided by Contractor without the advice, control or supervision of County. Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

B. Acceptance of work or payment of invoice by County does not operate to release Contractor from any responsibility to perform work to professional standards.

C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

6. **Contractor's Books and Records:** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to County for a minimum period of 5 years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of 5 years, or for any longer period required by law, from the date of termination or completion of this Contract.

B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit at any time during regular business hours, upon written request by County Counsel or other designated representative of County. Copies of such documents shall be provided to County for inspection at the office of the requesting county officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

C. Where County has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, County may, on written request, require that custody of the records be given to County and that the records and documents be maintained by County at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

7. **Independent Contractor:** Contractor is an independent contractor, not an employee of County. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between County and Contractor nor to allow County to exercise discretion or control over the manner in which Contractor performs the work or services

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching County's objectives in entering this Contract.

8. **Indemnity and Liability:** Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or violations of law by the party.

9. **Insurance:** Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

   A. **Workers' Compensation Coverage:** Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by County at least 30 days prior to such change.

   B. **General Liability Coverage:** Contractor shall maintain commercial general liability insurance in an amount of not less than $1,000,000 per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.

   C. **Automobile Liability Coverage:** Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than $1,000,000 for each accident for bodily injury or property damage.

   D. **Policy Endorsements:** All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:

      1) Naming County, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;

      2) Providing that Contractor's insurance shall be the primary insurance as

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

respects County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by County, including any self-insured retention County may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;

3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;

4) Providing that the insurer waives all rights of subrogation against County, its elected or appointed officers, officials, employees, agents or volunteers;

5) Providing any failure to comply with the reporting provisions of the policy of insurance shall not affect coverage provided to County, its elected or appointed officers, officials, employees agents, or volunteers;

6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and

7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without 30 days written notice certain to County.

E. Deductibles and Self-insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by County before work begins. At County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

F. Proof of Coverage: At the time of execution of this contract, Contractor shall furnish County with copies of its insurance policies and endorsements affecting coverage required by this Contract.

10. Performance Standards: Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.

11. Department of Industrial Relations Registration: Contractors and subcontractors shall register with the California Department of Industrial Relations (DIR) pursuant to California Labor Code sections 1771.1 and 1725.5. Contractors and any subcontractors shall supply County with a copy of proof of registration at the time of execution of this Contract.

12. Prevailing Wage: This Contract is subject to prevailing wage rates. Copies of the prevailing rates or per diem wages applicable to this Project are available from the California Department of Labor Statistics and Research at www.dir.ca.gov/dlsr/PWD/index.htm or 455 Golden Gate Avenue, 9th Floor, San

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

Francisco, California 94102 (415) 703-4780. Contractor is required to post a copy of the wage rates on the job site. Any employee whose type of work is not covered by any of the classified wage rates shall be paid not less than the rate of wage listed for the classification which most nearly corresponds to the type of work to be performed. Pursuant to California Labor Code section 1775, Contractor, and any subcontractor, shall forfeit up to $200.00 per calendar day, or portion of a day, for each worker paid less than the prevailing rates for such work or craft, and the penalty shall be imposed and distributed pursuant to Section 1775.

13. **Payment Bond:** Pursuant to Chapter 5, of Title 3, of Part 6, of Division 4 of the California Civil Code, if the Contract compensation exceeds $25,000, Contractor shall, before commencement of any work, provide County with a payment bond equal to 100% of the compensation payable in accordance with this Contract to secure the Contractor's, and any subcontractor's, performance and provide coverage for the services to be provided pursuant to this Contract by Contractor and any subcontractor.

14. **Performance Bond:** A performance bond is required in order to ensure completion of the work required under this Contract in the amount of one hundred (100) percent of the Contract price.

15. **Payroll Records:** Contractor and all subcontractors shall keep accurate payroll records as required by California Labor Code section 1776.

    A. Upon written request by County, Contractor and all subcontractors shall, within ten (10) calendar days, provide County with a certified copy of all payroll records kept pursuant to Section 1776.

    B. Pursuant to Section 1776(h), Contractor and all subcontractors will be assessed a penalty of $100.00 for each calendar day, or portion thereof, for each worker if a certified copy of the records subject to Section 1776 are not made available as required by section 15 A of this Contract.

    C. Contractors and any subcontractors shall furnish electronic payroll records to the California Labor Commissioner in accordance with California Labor Code section 1771.4.

16. **Licenses:** Contractor represents and warrants to County that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.

17. **Controlling Law Venue**: This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior Court of California for the County of Colusa.

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

18. **Written Notification**: Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally or sent prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to County:	County of Colusa Attn: Maintenance Supervisor 547 Market St., Suite 102 Colusa, Ca, 95932
If to Contractor:	Cross Electric Company, Inc. 714 11th St. Colusa, Ca, 95932

19. **Entire Contract**: This Contract constitutes the complete and exclusive statement of contract between County and Contractor. All prior written and oral communications, including **correspondence**, drafts, memoranda, and representations, are superseded in total by this Contract.

20. **Amendments**: This Contract may be modified or amended only by a written document executed by both Contractor and County and approved as to form by the County Counsel.

21. **Waiver**: No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.

22. **Execution**: This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.

23. **Assignment & Subcontracting**: The parties recognize that a substantial inducement to County for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of County. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of County. If County consents to such subcontract, Contractor shall be fully responsible to County for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between County and subcontractor nor shall it create any obligation on the part of County to pay any monies due to any such subcontractor unless otherwise required by law.

24. **Termination**: This Contract may be terminated for the following reasons:

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

A. Immediately for cause if either party violates any of the terms or provisions of this Contract; or

B. By County without cause upon 15 days written notice of termination.

25. **Partial Invalidity**. If any provision of this Contract is held to be invalid, void, or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

26. **Attachments:** All attachments referred to are incorporated and made part of the Contract. Attachments include:

A. Attachment "A" Scope of Work
B. Attachment "B" Bid Worksheet

COUNTY OF COLUSA

_____Date:_____
Gary Evans, Board Chair

CONTRACTOR

_____Date:_____
Signature

_____
Printed Name and Title

APPROVED AS TO FORM

_____
Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk of the Board of Supervisors

By _____
Patricia Rodriguez, Deputy Clerk

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

Attachment A
Scope of Work

The Contractor is to conduct all services performed on behalf of the County in accordance with the applicable rules and regulations of the State of California.

This scope of work is to update the power system to improve safety and have access for more lighting. The location for the project is 929 Bridge Street, Colusa, Ca.

Electrical Upgrade Requirements:

- Contractor to have a C-10 License.
- Main service panel upgrade from the existing 100-amp service to 200-amp Eaton main service panel, with subpanel to accommodate all services that will be coming into the panel from old Zinsco breaker and 60-amp sub at old freezer.
- Upgrade new wire and conduit to riser, extra riser kits to accommodate the extra height.
- Sub panel upgrade from the existing 100-amp Zinsco panel. This panel will be used as a junction box for the feeds coming into the box. All feeds for this panel will go out to the new upgraded 200-amp main service panel with subpanel.
- Sub Panel mounted on old freezer box:
    - 60-amp sub panel to be upgraded to a square d. This is used for a distribution panel for circuits in the back of facility. The old freezer system does not need to be hooked as it is no longer in use.
    - 60-amp breaker to be upgraded. This breaker supplies the 60-amp panel on the old freezer box. Possibility to run from new main service with 60-amp breaker.
- All panel upgrades must include breakers, patch work from removing panels, permits, inspections and coordination with PG&E to be done by the contractor.
- All work to be done to the California electrical code.

<u>Lighting Requirements:</u>
Remove all existing lighting in the interior of facility and replace with new lighting as per specs. All lighting to be 4000k in color. Wattage will be determined at start of the job to provide complete coverage of lighting. Lighting to be Lithonia or PLT.

- Main animal control facility:
    1. One (1) small round ceiling mounted LED in the hot water closet.
    2. Install eight (8) 4 ft. flush mount ceiling LED lights spaced consistently throughout the area on the ceiling.
- Office:
    1. Install small round flush mount ceiling LED light in the bathroom. This will require the power being extended from the old lighting location above the sink.
    2. Install one (1) 4 ft LED light in the office in the middle of room to provide adequate lighting throughout the office.
- Outside the Facility:

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

1. Add two (2) new dusk ‘til dawn flood lights, PLT or equivalent light pole mounted lights to get extra height for better lighting. These will be located on N.W. corner and S.W. corner of facility.
2. Replace light outside south door with a wall mounted wall pack light PLT or equivalent. A dusk ‘til dawn light will not be acceptable.

Other Electrical Requirements:

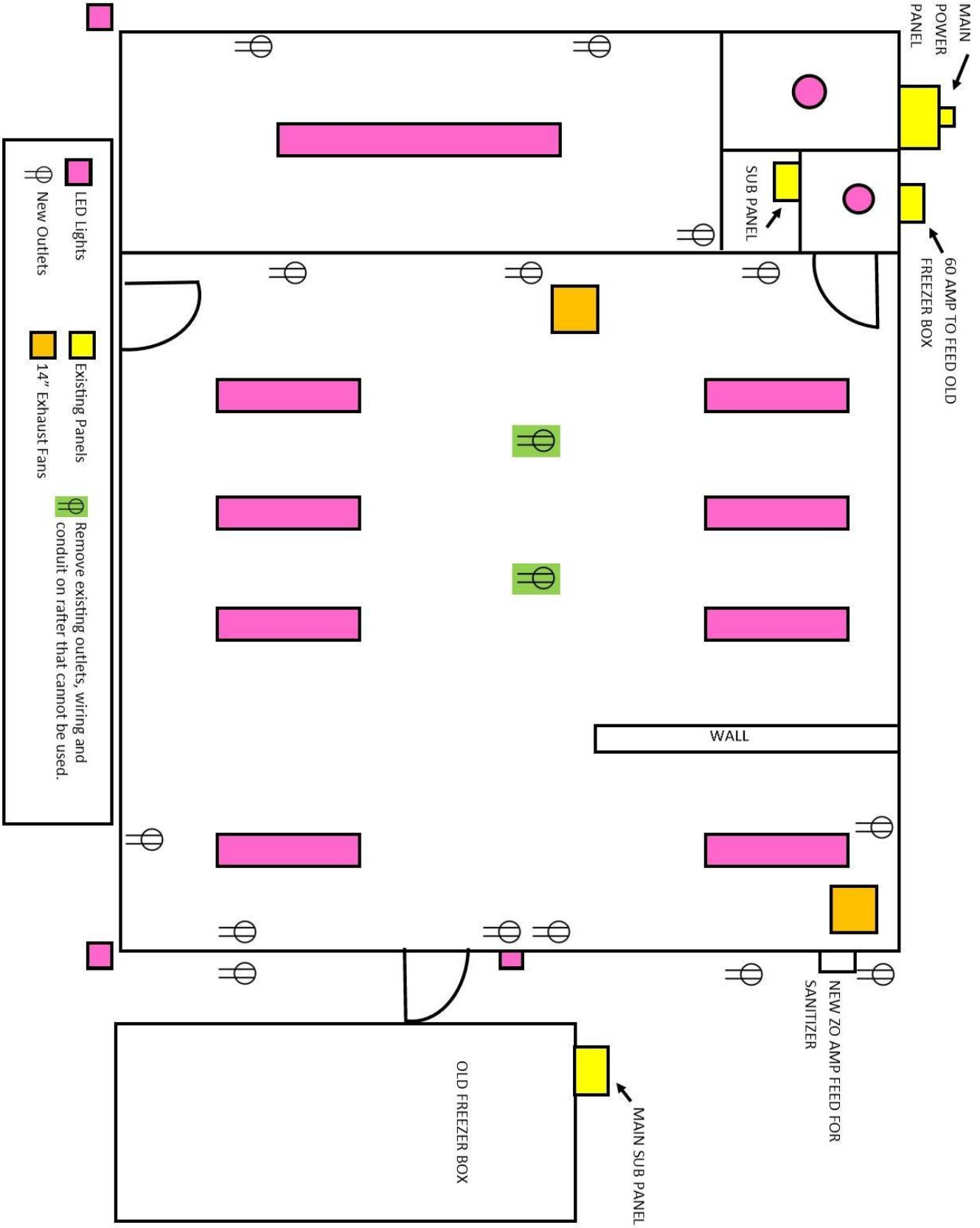
- All switches and outlets to be replaced with Leviton brand.
- Remove two (2) outlets, wiring and conduit mounted to the rafter. Some conduit might be able to be used and may be left in place. This will be determined onsite after the project has started.
- All outlets and switches to be set for wet locations with proper boxes and covers.
- All outlets to be GFCI protected or GFCI breaker.
- All outlets to be 20 amp and switches to be 15 amp.
- An addition of 6-8 outlets with locations to be determined. See drawing on the next page.
- Relocate switches and outlets located by the South door for better access and to help with the adding of the new outlets in this location.
- Remove and install (2) new 14” roof exhaust fans to be on their own circuit and powered by a switch. A thermostat is to be installed to come on when temperature gets warm.
- One (1) 20 amp circuit ran for a Hobart LXiH sanitizer on the outside S.E. corner.

  LXiH
  ML: 130017
  Serial number: 23-1081-620
  Volts: 120/208-240 3w ph: 1
  Hz: 60 amp: 37.7

Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

C24-_____

IMAGE NOT TO SCALE



Attachment: Contract_Animal Control Electrical Upgrades (10084 : Approve contract with Cross Electric Company, Inc.)

BID WORKSHEET

NAME Cross Electric Co., Inc.

ADDRESS 714 11th St. (Mailing)/ 30 Main St. (Shop)

CITY Colusa STATE CA ZIP CODE 95932 PHONE 530.208.6187

DIR #: 1000034366 Contractor License # 868187

ITEM	PRODUCT	PRICE
1	Electrical Upgrades – panels only	$ 3,250.00
2	Electrical Upgrades – exhaust fans	$ 520.00
3	Electrical Upgrades (minus panels and exhaust fans)	$ 1,723.80
4	Lighting Upgrades	$ 3,680.25
	CA SALES TAX 8.75% ON APPLICABLE ITEMS	$ 802.73
	SUBTOTAL	$ 9,976.78
	LABOR	$ 21,000
	GRAND TOTAL	$ 30,976.78

STATE IF COMPANY MEETS THE REQUIREMENTS AS A "LOCAL BUSINESS" AS STATED ON PAGES 5 & 6: X YES _____ NO

VENDOR

Signature

Dennis D. Cross

Name (Printed or Typed)

The type of business entity (i.e., corporation, partnership, sole proprietor, etc.) and any applicable registered contractor's license name and number shall be included on the Bid Worksheet. The Bid Worksheet must be signed by the owner or officer of the vendor authorized to enter into a legally binding contract.

This bid is made this 10 day of September, 2024.

Attachment: Attachment B_Bid Sheet_Cross Electric (10084 : Approve contract with Cross Electric Company, Inc.)

COUNTY OF COLUSA, CA

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: Purchasing and Procurement

FROM: Molly West

SUBJECT: Pursuant to Colusa County Code Chapter 17, Section 17-3 and Policy 401, Section 4.1.3.3, ratify emergency contract with AFM Environmental Inc for asbestos abatement and furniture removal at Colusa County Department of Health and Human Services located at 251 E. Webster St., Colusa.

Pursuant to Colusa County Code Chapter 17, Section 17-3 and Policy 401, Section 4.1.3.3, ratify emergency contract with **AFM Environmental Inc** for asbestos abatement and furniture removal at Colusa County Department of Health and Human Services located at 251 E. Webster St., Colusa.

Detailed Description/Background of request

Pursuant to Colusa County Code Chapter 17, Section 17-3 and Policy 401, Section 4.1.3.3, ratify emergency contract with AFM Environmental Inc. for asbestos abatement and furniture removal at Colusa County Department of Health and Human Services located at 251 E. Webster St., Colusa.

The Purchasing Agent requests ratification of the agreement for professional services with AFM Environmental for asbestos abatement at 251 E. Webster, Colusa.

On August 19th, the approved phase 1 project for new flooring began. Upon removal of the existing flooring, contractors discovered old vinyl floor tiles. Once discovered, work stopped immediately. The following day, Adam Labs came onsite to test the building for asbestos which resulted in a positive test in both phase 1 and phase 2 portions of the project. Due to the seriousness of the issue, and the dislocation of staff the Purchasing Agent authorized getting quotes and proceeding as an emergency project due to the health and safety of the staff and operational needs of the department.

Three quotes for asbestos abatement were received as follows:

AFM Environmental	$57,400.00
Restoration Management Company:	$97,035.45
JM Environmental Inc:	$89,626.56

AFM Environmental was the least expensive at $57,400.00 plus $17,800 for furniture removal, for a total of $75,200.00. The Purchasing Agent pursuant to Colusa County Code Chapter 17, Section 17-3 and Policy 401, Section 4.1.3.3 executed the contract and the asbestos abatement was completed for both phases of the project. We are now seeking ratification.

Prior Board Action
None.

Fiscal Impact/Funding Source
Budgeted 005-53180-810

Action for the Clerk
Please number contract and file in Laserfiche.

ATTACHMENTS:

- Contract_AFM Environmental Inc (PDF)

C24-_____

ASBESTOS ABATEMENT CONTRACT

This Asbestos Abatement Contract ("Contract") is between the County of Colusa ("County"), a political subdivision of the State of California and AFM Environmental, Inc. ("Contractor"), a California corporation. This is a public works contract subject to Department of Industrial Relations registration and payment of prevailing wage.

1. **Services to be Performed:** Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide County with asbestos abatement services and furniture relocation at 251 E. Webster Street, Colusa, California as more specifically detailed in Attachment "A."

2. **Term:** This Contract shall begin on September 11, 2024, and shall continue until all requested services are completed, but no later than September 27, 2024.

3. **Compensation:** County will pay Contractor compensation in the amount of $75,200 as provided for in Attachment "A." Compensation will be paid in accordance with paragraph 4, Method of Payment.

   A. **Retention for Contracts that Exceed $5,000:** Pursuant to California Public Contract Code section 9203(a), for public works contracts that exceed $5,000, an amount of 5% shall be withheld from the invoices submitted by the Contractor as retention money to be utilized in case of default or defective materials, equipment, supplies, work or service not rectified by the Contractor. The retention money shall be paid over to the Contractor upon the receipt of a Certificate of Completion.

4. **Method of Payment:** At the conclusion of the job, Contractor shall provide County with an invoice for the services and lump sum bid. Upon receipt of an invoice, County shall process payment to Contractor as provided for by County's established policies and procedures, and payment will be issued accordingly for undisputed invoices.

   A. **Invoices shall:**
      1) Be prepared on Contractor's letterhead.
      2) Bear Contractor's name as shown on the contract.
      3) Bear the contract number.
      4) Itemize the costs incurred.
      5) Include a summary of the services provided.
      6) Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.

5. **Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. County relies upon the representations of Contractor regarding professional training, licensing, and ability to perform the services as a material inducement to enter

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

into this Contract.

A. Services shall be provided by Contractor without the advice, control or supervision of County. Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

B. Acceptance of work or payment of invoice by County does not operate to release Contractor from any responsibility to perform work to professional standards.

C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

6. **Contractor's Books and Records:** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to County for a minimum period of 5 years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of 5 years, or for any longer period required by law, from the date of termination or completion of this Contract.

B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit, at any time during regular business hours, upon written request by County Counsel or other designated representative of County. Copies of such documents shall be provided to County for inspection at the office of the requesting county officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

C. Where County has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, County may, on written request, require that custody of the records be given to County and that the records and documents be maintained by County at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

7. **Independent Contractor:** Contractor is an independent contractor, not an employee of County. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between County and Contractor nor to allow County to exercise discretion or control over the manner in which Contractor performs the work or services that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching County's

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

objectives in entering this Contract.

8. **Indemnity and Liability:** Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or violations of law by the party.

9. **Insurance:** Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

   A. **Workers' Compensation Coverage:** Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by County at least 30 days prior to such change.

   B. **General Liability Coverage:** Contractor shall maintain commercial general liability insurance in an amount of not less than $1,000,000 per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.

   C. **Automobile Liability Coverage:** Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than $1,000,000 for each accident for bodily injury or property damage.

   D. **Policy Endorsements:** All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:

      1) Naming County, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;

      2) Providing that Contractor's insurance shall be the primary insurance as respects County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by County, including any

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

self-insured retention County may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;

3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;

4) Providing that the insurer waives all rights of subrogation against County, its elected or appointed officers, officials, employees, agents or volunteers;

5) Providing any failure to comply with the reporting provisions of the policy of insurance shall not affect coverage provided to County, its elected or appointed officers, officials, employees agents, or volunteers;

6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and

7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without 30 days written notice certain to County.

E. **Deductibles and Self-insured Retentions:** Any deductibles or self-insured retentions must be declared to and approved by County before work begins. At County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

F. **Proof of Coverage:** At the time of execution of this contract, Contractor shall furnish County with copies of its insurance policies and endorsements affecting coverage required by this Contract.

10. **Performance Standards:** Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.

11. **Department of Industrial Relations Registration:** Contractors and subcontractors shall register with the California Department of Industrial Relations (DIR) pursuant to California Labor Code sections 1771.1 and 1725.5. Contractors and any subcontractors shall supply County with a copy of proof of registration at the time of execution of this Contract.

12. **Prevailing Wage:** This Contract is subject to prevailing wage rates. Copies of the prevailing rates or per diem wages applicable to this Project are available from the California Department of Labor Statistics and Research at www.dir.ca.gov/dlsr/PWD/index.htm or 455 Golden Gate Avenue, 9th Floor, San Francisco, California 94102 (415) 703-4780. Contractor is required to post a copy of the wage rates on the job site. Any employee whose type of work is not covered by any of the classified wage rates shall be paid not less than the rate of wage listed for the classification which most nearly corresponds to the type of work to be performed. Pursuant to California

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

Labor Code section 1775, Contractor, and any subcontractor, shall forfeit up to $200.00 per calendar day, or portion of a day, for each worker paid less than the prevailing rates for such work or craft, and the penalty shall be imposed and distributed pursuant to Section 1775.

13. **Payment Bond:** Pursuant to Chapter 5, of Title 3, of Part 6, of Division 4 of the California Civil Code, if the Contract compensation exceeds $25,000, Contractor shall, before commencement of any work, provide County with a payment bond equal to 100% of the compensation payable in accordance with this Contract to secure the Contractor's, and any subcontractor's, performance and provide coverage for the services to be provided pursuant to this Contract by Contractor and any subcontractor.

14. **Payroll Records:** Contractor and all subcontractors shall keep accurate payroll records as required by California Labor Code section 1776.

    A. Upon written request by County, Contractor and all subcontractors shall, within ten (10) calendar days, provide County with a certified copy of all payroll records kept pursuant to Section 1776.

    B. Pursuant to Section 1776(h), Contractor and all subcontractors will be assessed a penalty of $100.00 for each calendar day, or portion thereof, for each worker if a certified copy of the records subject to Section 1776 are not made available as required by section 15 A of this Contract.

    C. Contractors and any subcontractors shall furnish electronic payroll records to the California Labor Commissioner in accordance with California Labor Code section 1771.4.

15. **Licenses:** Contractor represents and warrants to County that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.

16. **Controlling Law Venue**: This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior Court of California for the County of Colusa.

17. **Written Notification**: Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally or sent prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

If to County:	County of Colusa Attn: Purchasing 547 Market St., Suite 102 Colusa, Ca, 95932
If to Contractor:	AFM Environmental, Inc. 752 Northport Drive, #C West Sacramento, Ca, 95691

18. **Entire Contract**: This Contract constitutes the complete and exclusive statement of contract between County and Contractor. All prior written and oral communications, including **correspondence**, drafts, memoranda, and representations, are superseded in total by this Contract.

19. **Amendments**: This Contract may be modified or amended only by a written document executed by both Contractor and County and approved as to form by the County Counsel.

20. **Waiver**: No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.

21. **Execution**: This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.

22. **Assignment & Subcontracting**: The parties recognize that a substantial inducement to County for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of County. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of County. If County consents to such subcontract, Contractor shall be fully responsible to County for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between County and subcontractor nor shall it create any obligation on the part of County to pay any monies due to any such subcontractor unless otherwise required by law.

23. **Termination**: This Contract may be terminated for the following reasons:

    A. Immediately for cause if either party violates any of the terms or provisions of this Contract; or

    B. By County without cause upon 15 days written notice of termination.

24. **Partial Invalidity**. If any provision of this Contract is held to be invalid, void, or

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

25. **Attachments:** All attachments referred to are incorporated and made part of the Contract. Attachments include:

    A. Attachment "A" – AFM Environmental Proposal
    B. Attachment "B" – Project Map

COUNTY OF COLUSA

Wendy G. Tyler, CAO Date 9/3/24

AFM ENVIRONMENTAL, INC.

Signature Date 9/6/24

Mark Gillmore / Construction Manager
Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

ATTACHMENT A

AFM ENVIRONMENTAL, INC

8-27-2024
County of Colusa
Attn: Molly West

RE: Asbestos containing flooring throughout the building at 241 E Webster St Colusa, CA.

We propose to remove and dispose of all asbestos flooring as outlined in the Adam Labs Asbestos Survey. This proposal includes Prevailing Wage Labor rates. This proposal includes full containment set up with negative air HEPA filtration and two stage decontamination system air lock for a lump sum:

Asbestos removal of Phase 1 and 2 flooring material (per Drawing) = $57 ,400.00

- *This proposal is based on removal and disposal of all flooring material down to the concrete slab.*
- *Because of the intrinsic nature of demolition and abatement, tape marks nicks and scrapes of the newly painted surfaces of the walls. The repairs of these items are not included in this proposal.*
- *This proposal does not include removal of leveling floor compound.*
- *This proposal does not include Visual and Air clearance for each contained area by a 3rd party Certified Asbestos Consultant. "Adam Laboratories ". AFM will coordinate with the consultant for both clearances from each phase.*
- *This proposal includes relocating all furniture within the building and performing the work in two phases. We will clear all furniture from the first half of the structure to perform the abatement. After the first area is cleared, we will relocate all furniture to the first area that has been abated. Then we will a bit of flooring in the second area. If necessary extra furniture will be placed in exterior storage container.*
- *Cost for furniture relocation is $17,800.00. After all work is performed, we will leave the furniture in the First area abated to be relocated by others.*

All work will be performed in accordance with the Federal, State and Local regulations governing abatement. AFM Environmental, Inc. California Contractors license number is 689596, and expires June 30, 2026. If you have any questions regarding this proposal please call me at Cell 916-997-7520.

Sincerely,
AFM Environmental, Inc.
Al Hardwick
Operations Manager

752 Northport Drive, #C * West Sacramento, CA 95691 * 916-374-9526 * Fax 916-374-9527
California Contractors License Number 689596 * DOSH Registration Number 559

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

ATTACHMENT B

Main Level

DHHS BUILDING

Orange: Phase 1
Green: Phase 2
White: No work being completed.

N

Main Level

8/26/2024

COUNTY_COLUSA-ASB

Attachment: Contract_AFM Environmental Inc (10085 : Ratify Emergency Contract with AFM Environmental Inc.)

COUNTY OF COLUSA, CA **2.10**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Purchasing and Procurement**
FROM:	**Molly West**
SUBJECT:	**Approve 1st modification with Auburn Counseling Services Inc., effective October 15, 2024.**

Approve 1st modification with **Auburn Counseling Services Inc**., effective October 15, 2024.

Detailed Description/Background of request

The BOS approved C24-152 on August 20, 2024 for after-hours language line access, medi-cal compliance, nutritional education and patient rights advocacy . The contract was returned with an updated address.

Staff requests this first modification to update the mailing address for Auburn Counseling Services, Inc.

Processes have been put into place to prevent this type of issue in the future.

Prior Board Action

C24-152

Fiscal Impact/Funding Source

None.

Action for the Clerk

Please number contract, obtain signatures and forward to:

Auburn Counseling Services, Inc.
11879 Kemper Road, Suite 2
Auburn, Ca, 95603

ATTACHMENTS:

- C24-152 Auburn Counseling Services, Inc (PDF)
- 1st Mod_Auburn Counseling Services (DOCX)

CLERK OF THE BOARD OF SUPERVISORS

Wendy G. Tyler,
Clerk to the Board
of Supervisors

Ann Nordyke, CCB
Chief Deputy Clerk
to the Board

Patricia Rodriguez
Deputy Clerk
to the Board

Tiffany Jorgensen
Deputy Clerk
to the Board

SUPERVISORS
J. Merced Corona,
District I

Daurice K. Smith,
District II,
Vice-Chair

Kent S. Boes,
District III,

Gary J. Evans,
District IV,
Chair

Janice A. Bell,
District V

August 22, 2024

Attention: Ben Lopez
~~3765 Grass Valley Highway #252~~
Auburn, CA 95602

RE: **Colusa County Contract C24-152**

To Whom it May Concern,

The Colusa County Board of Supervisors approved the above mentioned contract at their meeting held on August 20, 2024. Enclosed you will find two (2) duplicate original contracts for signature. Please have the enclosed contracts signed, and return one original to this office in the envelope provided.

To the extent that the contract contains an insurance provision, please ensure that evidence of coverage is provided to this office pursuant to the terms of the contract.

Should you have any questions regarding the contract, please contact the department of Behavioral Health at (530)458-0827.

Sincerely,

Tiffany Jorgensen,
Deputy Clerk

Please note correct address

Auburn Counseling Services, Inc.
11879 Kemper Road, Suite 2
Auburn, CA 95603

Thank you!
Ben Lopez

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

C24- 152

COUNSELING SERVICES CONTRACT

This Counseling Services Contract ("Contract") is between the County of Colusa ("County"), a political subdivision of the State of California and Auburn Counseling Services, Inc. ("Contractor"), a California corporation.

1. **Services to be Performed:** Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide County with after-hours language line access, medi-cal compliance, nutritional education, and patient rights advocate, as more specifically detailed in Attachment "A."

1. **Term:** This Contract shall begin on July 1, 2024 and shall continue until June 30, 2026.

2. **Compensation:** County will pay Contractor compensation in the amount not to exceed $128,025 in fiscal year 2024/2025 and $134,736 in fiscal year 2025/2026, as provided for in Attachment "A." Compensation will be paid in accordance with paragraph 4, Method of Payment.

3. **Method of Payment:** At the end of each month, Contractor shall provide County with an invoice for the services provided in the preceding month. Upon receipt of an invoice, County shall process payment to Contractor as provided for by County's established policies and procedures, and payment will be issued accordingly for undisputed invoices.

   A. **Invoices shall:**
      1) Be prepared on Contractor's letterhead.
      2) Bear Contractor's name as shown on the contract.
      3) Bear the contract number.
      4) Itemize the costs incurred.
      5) Include a summary of the services provided.
      6) Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.

4. **Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. County relies upon the representations of Contractor regarding professional training, licensing, and ability to perform the services as a material inducement to enter into this Contract.

   A. Services shall be provided by Contractor without the advice, control or supervision of County. Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

   B. Acceptance of work or payment of invoice by County does not operate to release Contractor from any responsibility to perform work to professional standards.

   C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

5. **Contractor's Books and Records:** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to County for a minimum period of five (5) years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

   A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years, or for any longer period required by law, from the date of termination or completion of this Contract.

   B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit at any time during regular business hours, upon written request by County Counsel or other designated representative of County. Copies of such documents shall be provided to County for inspection at the office of the requesting county officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

   C. Where County has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, County may, on written request, require that custody of the records be given to County and that the records and documents be maintained by County at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

6. **Independent Contractor:** Contractor is an independent contractor, not an employee of County. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between County and Contractor nor to allow County to exercise discretion or control over the manner in which Contractor performs the work or services that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching County's objectives in entering this Contract.

7. **Indemnity and Liability:** Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or violations of law by the party.

8. **Insurance:** Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

   A. Workers' Compensation Coverage: Contractor shall maintain Workers'

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by County at least thirty (30) days prior to such change.

B. **General Liability Coverage:** Contractor shall maintain commercial general liability insurance in an amount of not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.

C. **Automobile Liability Coverage:** Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) for each accident for bodily injury or property damage.

D. **Professional Liability Insurance (Errors and Omissions):** Contractor shall maintain Professional Liability Insurance for Errors and Omissions coverage in an amount of not less than $2,000,000 in aggregate. The insurance coverage provided by Contractor shall contain language providing coverage for up to three 3 years following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is claims made.

E. **Policy Endorsements:** All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:

1) Naming County, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;

2) Providing that Contractor's insurance shall be the primary insurance as respects County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by County, including any self-insured retention County may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;

3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

4) Providing that the insurer waives all rights of subrogation against County, its elected or appointed officers, officials, employees, agents or volunteers;

5) Providing any failure to comply with the reporting provisions of the policy of insurance shall not affect coverage provided to County, its elected or appointed officers, officials, employees agents, or volunteers;

6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and

7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without thirty (30) days written notice certain to County.

F. **Deductibles and Self-insured Retentions:** Any deductibles or self-insured retentions must be declared to and approved by County before work begins. At County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

G. **Proof of Coverage:** At the time of execution of this contract, Contractor shall furnish County with copies of its insurance policies and endorsements affecting coverage required by this Contract.

9. **Performance Standards:** Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.

10. **Licenses:** Contractor represents and warrants to County that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.

11. **Controlling Law Venue**: This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior Court of California for the County of Colusa.

12. **Written Notification**: Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally or sent prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to County:
Behavioral Health
Attn: Director
162 E. Carson St.

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

Colusa, Ca, 95932

If to Contractor:
Auburn Counseling Services, Inc.
Attention: Ben Lopez
3765 Grass Valley Hwy, # 252
Auburn, Ca, 95602

13. **Entire Contract**: This Contract constitutes the complete and exclusive statement of contract between County and Contractor. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Contract.

14. **Amendments**: This Contract may be modified or amended only by a written document executed by both Contractor and County and approved as to form by the County Counsel.

15. **Waiver**: No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.

16. **Execution**: This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.

17. **Assignment & Subcontracting**: The parties recognize that a substantial inducement to County for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of County. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of County. If County consents to such subcontract, Contractor shall be fully responsible to County for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between County and subcontractor nor shall it create any obligation on the part of County to pay any monies due to any such subcontractor unless otherwise required by law.

18. **Termination**: This Contract may be terminated for the following reasons:

    A. Immediately for cause if either party fails to perform its responsibilities under this Contract in a timely and professional manner or violates any of the terms or provisions of this Contract; or

    B. By County without cause upon fifteen (15) days written notice of termination.

19. **Partial Invalidity**. If any provision of this Contract is held to be invalid, void, or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

20. **Attachments:** All attachments referred to are incorporated and made part of the Contract. Attachments include:

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

A. Attachment A – Scope of Services and Fees
B. Attachment B – HIPAA Business Associate Addendum

COUNTY OF COLUSA

Gary J. Evans, Board Chair — Date: 8/20/24

AUBURN COUNSELING SERVICES, INC.

Signature — Date: 8-5-24

Ben Lopez LCSW Director
Printed Name and Title

APPROVED AS TO FORM

Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk of the Board of Supervisors

By
Tiffany Jorgensen, Deputy

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

ATTACHMENT A
SCOPE OF SERVICES AND FEES

After-Hours Language Line Access — FY 24/25: $9,505; FY 25/26: $9,980

1. Provide after-hours access telephone line.
2. Provide Language Line services for language interpretation.
3. Contractor will provide monthly billing with itemized telephone costs and verification of expenses through copies of Telephone Company invoices.

Medi-Cal Compliance — FY 24/25: $77,631; FY 25/26: $81,827

1. Contractor shall perform and extend professional Medi-Cal Compliance, Pre-review, Review, Plan of Correction and Appeals and Performance Improvement Process Study services.
2. Contractor will provide QA and Compliance and Review training to administrative and clinical staff.
3. Contractor will perform and extend professional External Quality Review Organization compliance, Pre-review, Review and Plan of Correction.
4. Contractor will adhere to all regulations, statutes and rules as established by the State of California and the Department of Health Care Services to ensure County practice compliance.
5. Contractor will provide staff that meet or exceed the standards and training required by the State of California and the County.
6. Contractor will provide a Coordinator to schedule Test Calls, insuring that Test Call Protocols are followed, and that Call results will be forwarded to the Colusa County designated contact.
7. Contractor will provide a list of on-call staff who will participate in a roster to conduct such Test Calls.
8. Contractor will insure that the mandated number of Calls required by the State are occurring in a consistent and timely manner.

Nutritional Education — FY 24/25: $25,454; FY 25/26: $26,726

1. Contractor shall provide nutrition education to help consumers make healthier food and lifestyle choices.
2. Contractor shall provide handouts to help consumers follow the topics and learn how to make changes in their daily routines to improve their daily health choices.
3. Contractor shall provide one on one support as indicated.
4. Contractor shall provide these services at any of the locations within Colusa County that Behavioral Health offers other services, including: the main clinic, located on East Carson Street; the Safe Haven Center, located on Webster Street; the Youth and Forensic Centers, located on Fifth Street.

Topics will include, but not be limited to:

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

- Digestion Information
- What are healthier choices or alternatives to established habits
- Strategies for how to make healthier choices
- Reading labels while shopping
- Reducing sugar intake and what constitutes sugar intake.

Patients Rights Advocate (PRA) FY 24/25: $15,435
FY 25/26: $16,203

The Patients Rights Advocate (PRA) for Colusa County Behavioral Health Services (CCBHS) shall report directly to the Behavioral Health Director or the Quality Assurance Clinical Program Manager. Although the PRA shall invoice the County with a flat rate fee, since there is no way to predict the volume of requests, the PRA will generally perform whatever work is necessary to process the complaints received, and the PRA Contractor shall keep a log of her activities for the Department Head's review. The PRA shall provide the following functions as time allows:

- Receive calls on CCBHS Voicemail or personal telephone and return calls to consumers when a message has been left. Listen to consumers and attempt to help them solve problems or link them with someone who can help them. Respond to written grievances when received by the PRA.
- Assist consumers with the Grievance process, if appropriate. A Release of information (ROI) from the consumer must be obtained which will give the PRA the authorization to speak to the CCBHS regarding consumer issues.
- When a consumer, from any location in the County, has filed a complaint, the PRA will perform an intake, conduct an investigation, do an interview, and produce findings and recommendations, which will be forwarded to the CCBHS Quality Assurance Manager. Following the review of the complaint, the PRA may participate in a resolution process with the client and the QA Manager.
- Report information to CCBHS QIC Meetings four times per year through the QA coordinator
- Report information to the CCBHS Board meetings.
- Provide annual training and education at the Safe Haven drop-in center, informing consumers about their rights and the CCBHS Grievance and Complaint process.
- Meet or talk by phone with clients who are having their conservatorships renewed if the consumer desires that service.
- Attend specific trainings on behalf of CCBHS for Patient Rights Advocates.
- Meet with the BH Director or with the QA Manager at least quarterly to report findings and observations.
- Participate in Medi-Cal and EQRO reviews as scheduled either virtually or in person.

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

- Keep a written log of activities that will be reviewed by the BH Director.
- Contractor may meet with consumers in whatever location is deemed appropriate by both the PRA and the consumer.
- Contractor shall be familiar with and abide by the parameters set forth in the Welfare and Institutions Code regarding the duties of a Patients Rights Advocate.

Contractor will be available to respond to consumers who have made a complaint within a reasonable timeframe to be determined upon client need and request. Contractor shall inform the CCBHS Director, 30 days in advance of any planned absences so that other arrangements can be made for the PRA service.

Mileage for travel to a consumer will be based on the current IRS rate for mileage reimbursement. Mileage can only be claimed from CCBHS to the consumers' location with prior approval.

There may be times when the contractor will use a large portion of the travel reimbursement in a single month due to out of county travel that month in order to attend a training or conference. Such trainings and expenses will be approved, in advance, by the CCBHS Director, and cost for mileage, meal and lodging shall not exceed the County's established rates.

Contractor shall invoice the County Monthly for their services. The monthly log will always accompany the monthly invoice, and this log shall be reviewed and signed by the BH Director, or the QA Manager in the absence of the Director.

The stipend shall include the cost of the telephone use and all materials used to accomplish the scope of service.

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

ATTACHMENT B
HIPAA BUSINESS ASSOCIATE ADDENDUM

The purpose of this Attachment is to satisfy certain standards and requirements of HIPAA and the HIPAA regulations, and other applicable laws.

Definitions

Catch-all definition:

The following terms used in this Attachment shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required by Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

Specific definitions:

(a) Business Associate. "Business Associate" shall generally have the same meaning as the term "Business Associate" at 45 CFR 160.103., and in reference to the party to this Addendum, shall mean American Specialty Healthcare, Inc., doing business as Colusa Medical Center. Generally, a Business Associate provides services, arranges, performs or assists in the performance of functions or activities on behalf of the covered entity and creates, receives, maintains, transmits, uses or discloses PHI. County of Colusa (County) and Business Associate desire to protect the privacy and provide for the security of PHI created, received, maintained, transmitted, used or disclosed pursuant to this Addendum, in compliance with HIPAA and HIPAA regulations.

(b) Covered Entity. "Covered Entity" shall generally have the same meaning as the term "covered entity" at 45 CFR 160.103, and in reference to the party to this Addendum, shall mean County.

(c) Protected Health Information or PHI. "Protected Health Information" or "PHI" means any information, whether oral or recorded in any form or medium that relates to the past, present, or future physical or mental condition of an individual, the provision of health and dental care to an individual, or the past, present, or future payment for the provision of health and dental care to an individual; and that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. PHI shall have the meaning given to such term under HIPAA and HIPAA regulations, as the same may be amended from time to time.

(d) HIPAA Rules. "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

(e) Data Aggregation. "Data Aggregation" shall have the meaning given to such term under the Privacy Rule, including but not limited to, 45 CFR Section 164.501.

(f) The terms used in this Exhibit, but not otherwise defined, shall have the same meanings as

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

those terms are defined in the HIPAA regulations.

Obligations and Activities of Business Associate

Business Associate agrees to:

(a) Not use or disclose protected health information other than as permitted or required by the Addendum or as required by law;

(b) Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of protected health information other than as provided for by the Addendum. Business Associate shall develop and maintain a written information privacy and security program that includes administrative, technical and physical safeguards appropriate to the size and complexity of the Business Associate's operations and the nature and scope of its activities, and which incorporates the requirements of section (k), below. Business Associate will provide County with its current and updated policies;

(c) Report to covered entity any use or disclosure of protected health information not provided for by the Addendum of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR 164.410, and any security incident of which it becomes aware;

(d) In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the Business Associate agree to the same restrictions, conditions, and requirements that apply to the Business Associate with respect to such information;

(e) Within ten (10) days of receipt of a request from County make available protected health information in a designated record sent to the County as necessary to satisfy its obligations under 45 CFR 164.524;

(f) Within ten (10) days of receipt of a request from County make any amendment(s) to protected health information in a designated record set as directed or agreed to by County pursuant to 45 CFR 164.526, or take other measures as necessary to satisfy County's obligations under 45 CFR 164.526;

(g) Maintain and make available within ten (10) days of receipt of a request from County information required to provide an accounting of disclosures to the individual as necessary to satisfy County's obligations under 45 CFR 164.528;

(h) To the extent the Business Associate is to carry out one or more of County's obligations under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to County in the performance of such obligation(s);

(i) Request, use and disclose the minimum amount of PHI necessary to accomplish the purpose of the request, use or disclosure; 45 CFR 164.514(d)(3);

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

(j) Make its internal practices, books, and records available to the County and Secretary for purposes of determining compliance with the HIPAA Rules within ten (10) days of request by County;

(k) The Business Associate shall take any and all steps necessary to ensure the continuous security of all computerized data systems containing County PHI. These steps shall include, at a minimum: Providing a level and scope of security that is at least comparable to the level and scope of security established by the Office of Management and Budget in OMB Circular No. A-130, Appendix III- *Security of Federal Automated Information Systems*, which sets forth guidelines for automated information systems in Federal agencies. It is expected the Business Associate will implement and maintain the most stringent means and system to safeguard and provide the highest level of protection for County PHI from breaches and security incidents.

(l) Business Associate shall mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate or its subcontractors in violation of the requirements of this Exhibit.

Permitted Uses and Disclosures by Business Associate

(a) Business Associate may only use or disclose protected health information as necessary to provision of the services set forth in the Service Agreement. (Agreement) Further, the Business Associate is authorized to use protected health information to de-identify the information in accordance with 45 CFR 164.514(a)-(c).

(b) Business Associate may use or disclose protected health information as required by law.

(c) Business Associate agrees to make uses and disclosures and requests for protected health information consistent with County's minimum necessary policies and procedures.

(d) Business Associate may not use or disclose protected health information in a manner that would violate Subpart E of 45 CFR Part 164 if done by covered entity, except for the specific uses and disclosures set forth below.

(e) Business Associate may disclose protected health information for the proper management and administration of Business Associate or to carry out the legal responsibilities of the Business Associate, provided the disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(f) Business Associate may provide data aggregation services relating to the health care operations of County.

Provisions for County to Inform Business Associate of Privacy Practices and Restrictions

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

(a) County shall notify Business Associate of any limitation(s) in the notice of privacy practices of covered entity under 45 CFR 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of protected health information.

(b)County shall notify Business Associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect Business Associate's use or disclosure of protected health information.

(c) County shall notify Business Associate of any restriction on the use or disclosure of protected health information that County has agreed to or is required to abide by under 45 CFR 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of protected health information.

Permissible Requests by County

County shall not request Business Associate to use or disclose protected health information in any manner that would not be permissible under Subpart E of 45 CFR Part 164 if done by County, except if the Business Associate will use or disclose protected health information for, and the Agreement includes provisions for, data aggregation or management and administration and legal responsibilities of the Business Associate.

Term and Termination

(a) Term. The Term of this Addendum shall be effective as of the date of the Agreement, and shall terminate when the Agreement terminates or on the date County terminates for cause as authorized in paragraph (b) of this Section, whichever is sooner.

(b) Termination for Cause. Business Associate authorizes termination of this Addendum by County, if County determines Business Associate has violated a material term of the Addendum and Business Associate has not cured the breach or ended the violation within the time specified by County. County may in its discretion provide the Business Associate with an opportunity to cure a violation or breach of the contract before termination for cause.

(c) Obligations of Business Associate Upon Termination.

Upon termination of this Addendum for any reason, Business Associate, with respect to protected health information received from County, or created, maintained, or received by Business Associate on behalf of County, shall:

1. Retain only that protected health information which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;
2. Return to County or, if agreed to by County, destroy the remaining protected health information that the Business Associate still maintains in any form;
3. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

Section, for as long as Business Associate retains the protected health information;

4. Not use or disclose the protected health information retained by Business Associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out at paragraphs (e) above under "Permitted Uses and Disclosures By Business Associate" which applied prior to termination; and
5. Return to County or, if agreed to by County, destroy the protected health information retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration or to carry out its legal responsibilities; or
6. At the request of County transmit the protected health information to another Business Associate of the County at termination, and/or could add terms regarding a Business Associate's obligations to obtain or ensure the destruction of protected health information created, received, or maintained by subcontractors.

(d) Survival. The obligations of Business Associate under this Section shall survive the termination of this Addendum.

Miscellaneous

(a) Regulatory References. A reference in this Addendum to a section in the HIPAA Rules means the section as in effect or as amended.

(b) Amendment. The Parties agree to take such action as is necessary to amend this Addendum from time to time as is necessary for compliance with the requirements of the HIPAA Rules and any other applicable law.

(c) Interpretation. Any ambiguity in this Addendum shall be interpreted to permit compliance with the HIPAA Rules. Except as specifically required to implement the purposes of this Addendum, or to the extent inconsistent with this Addendum, all other terms of the Agreement to which this Addendum is attached shall remain in effect.

(d) Ownership. County at all times owns the PHI shared pursuant to the terms of this Addendum.

Attachment: C24-152 Auburn Counseling Services, Inc (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

First Modification Counseling Services Contract

This First Modification of the Counseling Services contract ("Contract") is between County of Colusa (“County”), a political subdivision of the State of California, and Auburn Counseling Services, Inc. ("Contractor") a California Corporation.

Background

On August 20, 2024, the parties executed Contract C24-152 for the Contractor to provide after-hours language line access, medi-cal compliance, nutritional education, and patient rights advocacy.

The parties now want to modify the Contract to update the Contractor’s address

Modification

The parties agree to modify the Contract effective October 15, 2024, as follows:

1. Section 12, Written Notification, If to Contractor, is updated with the following mailing address:

   Auburn Counseling Services, Inc.
   11879 Kemper Road, Suite 2
   Auburn, Ca, 95603

COUNTY OF COLUSA

_____Date:_____
Gary J. Evans, Chair

APPROVED AS TO FORM

_____
Richard Stout, County Counsel

AUBURN COUNSELING SERVICES, INC.

_____Date:_____
Signature

_____
Printed Name and Title

ATTEST: Wendy G. Tyler, Clerk to the Board of Supervisors

_____
Patricia Rodriguez, Deputy Clerk

Attachment: 1st Mod_Auburn Counseling Services [Revision 1] (10100 : Approve 1st Modification with Auburn Counseling Services, Inc.)

COUNTY OF COLUSA, CA **2.11**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Purchasing and Procurement**
FROM:	**Molly West**
SUBJECT:	**Approve contract with Mission Linen Supply for linen rental services, effective November 1, 2024.**

Approve contract with **Mission Linen Supply** for linen rental services, effective November 1, 2024.

Detailed Description/Background of request

A Request for Bid (RFB) was issued for Linen Rental Services for four County Departments: Custodial, Transit, Public Works and Department of Health and Human Services (DHHS). This was the second RFB that was published. The first RFB was published on July 15, 2024 and received no responses.

Only one bid was received from Mission Linen Supply:

Weekly Custodial Total	$50.29
Weekly DHHS Total:	$34.80
Weekly Public Works Total:	$35.09
Monthly Transit Total:	$20.47

The Assistant CAO and Maintenance Supervisor reviewed the bid documents and recommend awarding the bid to Mission Linen Supply.

Prior Board Action

None.

Fiscal Impact/Funding Source

Budgeted:
Custodial, 001-53090-474
DHHS, 108-53090-810
Public Works, 007-53090-610
Transit, 042-53090-000-0

Action for the Clerk

Please obtain signatures, number contract and forward to Mission Linen for signature. Please notify Molly West once fully executed contract is received.

Mission Linen Supply

1340 West 7th Street
Chico, Ca, 95928

ATTACHMENTS:

- Contract_Mission Linen Supply (DOCX)

C24-_____

LINEN SERVICES AGREEMENT

This Linen Services Agreement ("Contract") is between the County of Colusa ("County"), a political subdivision of the State of California and Mission Linen Supply ("Contractor"), a California Corporation.

1. **Services to be Performed:** Contractor agrees at its own expense to furnish all equipment, labor and materials necessary to provide County with linen services**,** as more specifically detailed in Attachment "A."

2. **Term:** This Contract shall begin on November 1, 2024, and shall continue through November 1, 2026, with the option to extend for an additional 24 months.

3. **Compensation:** County will pay Contractor compensation in the amount specified in Attachment "A." Compensation will be paid in accordance with paragraph 4, Method of Payment.

4. **Method of Payment:** At the end of each month, Contractor shall provide each location serviced with an invoice for the services provided in the preceding month via email as specified in Attachment "A". Upon receipt of an invoice, County shall process payment to Contractor as provided for by County's established policies and procedures, and payment will be issued accordingly for undisputed invoices.

   A. Invoices shall:
   - **1)** Be prepared on Contractor's letterhead.
   - **2)** Bear Contractor's name as shown on the contract.
   - **3)** Bear the contract number.
   - **4)** Itemize the costs incurred.
   - **5)** Include a summary of the services provided.
   - **6)** Be signed by an authorized official, employee, or agent certifying that the claim represents actual expenses for the services performed under this Contract.

5. **Professional Ability of Contractor and Standards of Performance:** Contractor represents that it is qualified and licensed to perform the services to be done as required in this Contract. County relies upon the representations of Contractor regarding professional training, licensing, and ability to perform the services as a material inducement to enter into this Contract.

   A. Services shall be provided by Contractor without the advice, control or supervision of County. Contractor shall have sole discretion and control of Contractor's services and the manner in which they are performed.

   B. Acceptance of work or payment of invoice by County does not operate to release Contractor from any responsibility to perform work to professional standards.

   C. Contractor shall provide properly skilled professional and technical personnel to perform all services under this Contract.

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

6. **Contractor's Books and Records:** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to County for a minimum period of five (5) years, or for any longer period required by law, following audit, or from the date of final payment to Contractor under this Contract, whichever is later.

   A. Contractor shall maintain all documents and records which demonstrate performance under this Contract for a minimum period of five (5) years, or for any longer period required by law, from the date of termination or completion of this Contract.

   B. Any records or documents required to be maintained pursuant to this Contract shall be made available for inspection or audit at any time during regular business hours, upon written request by County Counsel or other designated representative of County. Copies of such documents shall be provided to County for inspection at the office of the requesting county officer unless it is impractical to do so; in which case the records shall be made available at Contractor's address indicated for receipt of notices in this Contract.

   C. Where County has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment, or termination of Contractor's business, County may, on written request, require that custody of the records be given to County and that the records and documents be maintained by County at the Board of Supervisors offices. Access to such records and documents shall be granted to any party authorized by Contractor, Contractor's representatives, or Contractor's successor-in-interest.

7. **Independent Contractor:** Contractor is an independent contractor, not an employee of County. Nothing contained in this Contract, or any document executed in connection with this Contract, shall be construed to create an employer-employee, partnership or joint venture relationship between County and Contractor nor to allow County to exercise discretion or control over the manner in which Contractor performs the work or services that are the subject matter of this Contract; provided, however, the work or services to be provided by Contractor shall be provided in a manner consistent with reaching County's objectives in entering this Contract.

8. **Indemnity and Liability:** Each party shall indemnify, defend, and hold the other party and its directors, officers, employees, and agents harmless against any claims of any kind, arising or alleged to arise out of the willful misconduct, negligent acts, omissions, or violations of law by the party.

9. **Insurance:** Contractor, at its own cost, agrees to maintain, for the duration of this Contract, the following insurance policies with insurers possessing a Best's rating of no less than A:VII:

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

A. Workers' Compensation Coverage: Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for its employees in accordance with the laws of the State of California. In addition, Contractor shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractors' employees. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by County at least thirty (30) days prior to such change.

B. General Liability Coverage: Contractor shall maintain commercial general liability insurance in an amount of not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Contract or the general aggregate limit shall be at least twice the required occurrence limit.

C. Automobile Liability Coverage: Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the contractor arising out of or in connection with the work to be performed under this Contract, including coverage for owned, hired, and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) for each accident for bodily injury or property damage.

D. Policy Endorsements: All insurance, except workers' compensation, shall include an endorsement or an amendment to the policy of insurance:

1) Naming County, its elected officials, officers, employees, agents and volunteers as additional named insureds with respect to liability arising out of any and all work performed by or on behalf of the Contractor under this Contract;

2) Providing that Contractor's insurance shall be the primary insurance as respects County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by County, including any self-insured retention County may have, shall not be called upon to contribute to a loss covered by Contractor's insurance;

3) Providing the policy of insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company;

4) Providing that the insurer waives all rights of subrogation against County, its elected or appointed officers, officials, employees, agents or volunteers;

5) Providing any failure to comply with the reporting provisions of the policy

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

of insurance shall not affect coverage provided to County, its elected or appointed officers, officials, employees agents, or volunteers;

6) Providing broad-form contractual liability coverage insuring contractor's indemnity obligations under this contract; and

7) Providing that coverage under the policy shall not be suspended, voided, reduced or cancelled in coverage or in limits without thirty (30) days written notice certain to County.

E. Deductibles and Self-insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by County before work begins. At County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

F. Proof of Coverage: At the time of execution of this contract, Contractor shall furnish County with copies of its insurance policies and endorsements affecting coverage required by this Contract.

10. Performance Standards: Contractor shall use the standard of care in its profession and comply with all applicable federal, state and local laws, codes, ordinances and regulations.

11. Licenses: Contractor represents and warrants to County that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature which are legally required of Contractor to practice its trade and/or profession. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance, and approvals which are legally required of Contractor to practice its trade and/or profession.

12. Controlling Law Venue: This Contract is made in the County of Colusa, State of California. The parties specifically agree to submit to the jurisdiction of the Superior Court of California for the County of Colusa.

13. Written Notification: Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be in writing and either served personally or sent prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to County:
County of Colusa
Attn: Maintenance Supervisor
547 Market St., Suite 102
Colusa, Ca, 95932

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

If to Contractor: Mission Linen Supply
1340 West 7th Street
Chico, Ca, 95928

14. **Entire Contract**: This Contract constitutes the complete and exclusive statement of contract between County and Contractor. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Contract.

15. **Amendments**: This Contract may be modified or amended only by a written document executed by both Contractor and County and approved as to form by the County Counsel.

16. **Waiver**: No failure on the part of either party to exercise any right or remedy provided for by this Contract shall operate as a waiver of any other right or remedy that party may have.

17. **Execution**: This Contract may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties.

18. **Assignment & Subcontracting**: The parties recognize that a substantial inducement to County for entering into this Contract is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties or obligations of Contractor under this Contract will be permitted only with the express consent of County. Contractor shall not subcontract any portion of the work to be performed under this Contract without the written authorization of County. If County consents to such subcontract, Contractor shall be fully responsible to County for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between County and subcontractor nor shall it create any obligation on the part of County to pay any monies due to any such subcontractor unless otherwise required by law.

19. **Termination**: This Contract may be terminated for the following reasons:

    A. Immediately for cause if either party fails to perform its responsibilities under this Contract in a timely and professional manner or violates any of the terms or provisions of this Contract; or

    B. By County without cause upon fifteen (15) days written notice of termination.

20. **Partial Invalidity**. If any provision of this Contract is held to be invalid, void, or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall not be affected or invalidated.

21. **Attachments:** All attachments referred to are incorporated and made part of the Contract. Attachments include:

    A. Attachment - Exhibit "A" Schedule of Services and Fees

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

C24-_____

COUNTY OF COLUSA

_____Date:_____
Gary Evans, Board Chair

MISSION LINEN SUPPLY

_____Date:_____
Signature

_____
Printed Name and Title

APPROVED AS TO FORM

_____
Richard Stout, County Counsel

ATTEST: Wendy G. Tyler, Clerk of the Board of Supervisors

By _____
Patricia Rodriguez, Deputy Clerk

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

C24-_____

EXHIBIT "A"
Schedule of Services and Fees

Custodial Department Weekly Service		
(100) towels	$	35.00
(3) mop heads	$	6.90
Inventory Maintenance Fee (15%)	$	6.29
Service Charge (5%)	$	2.10
Weekly Total	$	50.29

Delivery Address: 133 Market St., Colusa, Ca, 95932
Mailing Address: 547 Market St., Suite 110, Colusa, Ca, 95932
Email: purchasing@countyofcolusaca.gov

Department of Health and Human Services Weekly Service		
(1) 3' x 4' mat	$	5.00
(4) 4' x 6' mats	$	24.00
Inventory Maintenance Fee (15%)	$	4.35
Service Charge (5%)	$	1.45
Weekly Total	$	34.80

Delivery Address: 251 E. Webster St., Colusa, Ca, 95932
Mailing Address: 251 E. Webster St., Colusa, Ca, 95932
Email: dhhsfiscal@countyofcolusaca.gov

Department of Public Works Weekly Service		
(50) towels	$	6.00
(1) mop head	$	2.50
(1) 4' x 6' mat	$	6.00
(11) jean pant	$	7.37
(11) shirts	$	7.37
Inventory Maintenance Fee (15%)	$	4.39
Service Charge (5%)	$	1.46
Weekly Total	$	35.09

Delivery Address: 5714 E Street, Williams, Ca, 95987
Mailing Address: 1215 Market St., Colusa, Ca, 95932
Email: dpwaccounting@countyofcolusaca.gov

Transit Monthly Service		
(50) towels	$	5.00
(9) cargo pant	$	6.03
(9) shirts	$	6.03
Inventory Maintenance Fee (15%)	$	2.56
Service Charge (5%)	$	0.85
Monthly Total	$	20.47

Delivery Address: 715 D Street, Colusa, Ca, 95932
Mailing Address: 715 D Street, Colusa, Ca, 95932
Email: dpwaccounting@countyofcolusaca.gov

Attachment: Contract_Mission Linen Supply (10087 : Approve contract with Mission Linen Supply)

COUNTY OF COLUSA, CA

2.12

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: Purchasing and Procurement

FROM: Molly West

SUBJECT: Approve Local Agency User Agreement with U.S. Bank for the State of California Department of General Services Master Agreement number 5-23-99-37-01 for the Statewide Travel Program.

Approve Local Agency User Agreement with **U.S. Bank** for the State of California Department of General Services Master Agreement number 5-23-99-37-01 for the Statewide Travel Program.

Detailed Description/Background of request

Purchasing and Procurement requests approval of the Local Agency User Agreement with **U.S. Bank** for the State of California Department of General Services Master Agreement number 5-23-99-37-01 for the Statewide Travel Program (STP). By approving the Local Agency User Agreement, the County is bound by the terms and condition of the Master Agreement.

With participation in the Statewide Travel Program, the County will have access to one booking tool for all travel - airfare, hotel and car rentals. STP contracts with a single travel agency, CI Azumano, for all its travel management services. CI Azumano provides Concur Travel, an all-in-one online self-booking tool that enables travelers to easily search and reserve air, rail, rental car, and hotel for official government travel. Additionally, through this program, all rates are reduced to the government rate automatically ensuring no cost savings are missed. This includes a 5% discount on all Southwest Airlines flights and a 4% discount for United Airlines flights.

The STP provides contracted, centralized travel payment services through U.S. Bank, including the direct billing of travel expenditures to reduce travel advances and minimize out-of-pocket expenses for employees.

The cost for these services is charged per transaction. Air transaction fees are $4.50. Hotel and/or car transaction fees are $2.25. These are the only fees associated with this program. There is no obligation to utilize the program if the Local Agency User Agreement is approved. Should the County determine this program is not in its best interest, the program can stop being utilized.

Prior Board Action

None.

Fiscal Impact/Funding Source

The cost would be charged to each department within their budgeted travel.
Air transaction fees are $4.50. Hotel and/or car transaction fees are $2.25.

Action for the Clerk

Please number contract, obtain signature on the Local Agency User Agreement and provide final documents to Molly West for distribution to vendor.

ATTACHMENTS:

- U.S. Bank User Agency Agreement (PDF)
- MSA_5-23-99-37-01 (PDF)
- Exhibit C_MSA 5-23-99-37-01 (PDF)

Master Services Agreement: 5-23-99-37-01
LOCAL AGENCY USER AGREEMENT

This Local Agency User Agreement ("**User Agency Agreement**") is entered into by County of Colusa, organized under the laws of the State of California ("**Local Agency**"), and U.S. Bank. This User Agency Agreement shall become effective upon signing by U.S. Bank.

RECITALS

A. The State of California, Department of General Services ("**DGS**") and U.S. Bank entered into the State of California – Department of General Services Master Service Agreement, Number 5-23-99-37-01, dated July 3, 2023 (as the same may be modified, amended or amended and restated from time to time, the "**Master Agreement**");

B. Local Agency desires to participate as a "User Agency" under the Program and Master Agreement, with sole liability its own obligations it may incur under the Program and Master Agreement; and

C. U.S. Bank has agreed to allow Local Agency to be bound under the Master Agreement and participate in the Program as a "User Agency".

Now, therefore, for and in consideration of the mutual promises contained in this User Agency Agreement and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, Local Agency and U.S. Bank agree as follows:

1. DEFINITIONS. Unless otherwise stated in this User Agency Agreement, all capitalized terms shall have the same meaning as set forth in the Master Agreement.

2. DESIGNATION. Local Agency is hereby designated as a "User Agency" under the Master Agreement, and upon U.S. Bank's and Local Agency's execution of this User Agency Agreement (after completing its necessary due diligence) Local Agency shall be deemed a "User Agency" thereunder. U.S. Bank will take direction from such Local Agency in the issuing of Accounts (or the suspension of Accounts issued at Local Agency's direction). This User Agency Agreement shall be considered a "User Agency Agreement" for purposes of the Master Agreement.

3. LOCAL AGENCY REPRESENTATIONS, WARRANTIES AND COVENANTS. Local Agency:

3.1 Represents and warrants that it has received a copy of the Master Agreement;

3.2 Represents that it is a valid political subdivision of the State of California and otherwise satisfies the definition of "User Agency" set forth in the Master Agreement;

3.3 Represents and warrants that as of the date hereof that each of the representations and warranties made by DGS in the Master Agreement to U.S. Bank can be made by Local Agency without breach on the date hereof;

3.4 Represents and warrants that all financial and other information provided to U.S. Bank by or about Local Agency is true and correct;

3.5 Agrees to comply with and be bound by the terms and conditions of the Master Agreement, including any future amendment regardless of whether Local Agency has received notice of such amendment;

3.6 Agrees it is liable for its own performance of the terms and conditions of the Master Agreement (including as it may be amended from time to time) as if Local Agency signed the Master Agreement, including for all obligations incurred by it or by any party issued an Account at its direction, but shall not be liable for any obligations incurred by DGS or any other user agencies; and

3.7 Agrees that it may not assign or transfer its rights under this User Agency Agreement or the Master Agreement without the express consent of U.S. Bank.

Attachment: U.S. Bank User Agency Agreement (10109 : Approve Local Agency User Agreement with U.S. Bank)

4. **LIABILITY FOR LOCAL AGENCY'S PERFORMANCE AND OBLIGATIONS.** Local Agency agrees that it shall be solely liable for its performance of the terms and conditions of the Master Agreement and this User Agency Agreement. DGS shall have no liability for any obligations incurred under the Program by Local Agency and any Account holder designated by such Local Agency.

5. **CONFIDENTIALITY.** Local Agency acknowledges and understands that DGS may have access to any data created, stored or otherwise provided in connection with Local Agency's participation in the Program. U.S. Bank is not responsible or liable for any use or further release of any data accessed or otherwise used by DGS.

6. **NOTICES.** The notice address for Local Agency is:

Local Agency:
County of Colusa
547 Market St., Suite 110
Colusa, Ca, 95932

Attn: Purchasing

7. **CHANGE OF CONTROL.** Local Agency shall immediately notify U.S. Bank in writing of the occurrence of any event concerning Local Agency that (i) would prevent Local Agency from making the representations and warranties contained in section 3 at such time or (ii) results in a change of the legal name of such Local Agency. Local Agency shall promptly provide such additional details as reasonably requested by U.S. Bank regarding such event. At the election of U.S. Bank, the rights of Local Agency to be designated a "User Agency" under the Master Agreement may be revoked based upon the notification provided by Local Agency pursuant to section 7(i).

8. **BINDING AGREEMENT.** The representations, warranties and covenants of Local Agency in this User Agency Agreement constitute valid, binding and enforceable agreements of Local Agency. The execution of this User Agency Agreement and the performance of the obligations hereunder are within the power of Local Agency, have been authorized by all necessary action and do not constitute a breach of any agreement to which Local Agency is a party or is bound. Local Agency represents and warrants that this transaction is within the scope of the normal course of business and does not require further authorization for Local Agency to be duly bound by this User Agency Agreement.

9. **BREACH; CONTINUATION.** Any breach by Local Agency of the terms of this User Agency Agreement or of the terms of the Master Agreement shall be a default under this User Agency Agreement permitting U.S. Bank to (i) exercise against Local Agency all rights and remedies available under the Master Agreement based upon such default and (ii) terminate this User Agency Agreement.

10. **RATIFICATION; AMENDMENT**. Local Agency acknowledges that U.S. Bank and DGS may from time to time enter into amendments of the Master Agreement. No such amendments shall require the consent of Local Agency and Local Agency shall be bound by the terms contained in any such amendments.

11. **REBATE PAYMENT REGISTRATION.** Local Agency may elect to register for ACH payments in the manner prescribed by U.S. Bank. U.S. Bank will not make any rebate payments via ACH until Local Agency has registered for ACH. In the event a Local Agency does not elect to register for ACH Payments, U.S. Bank shall make rebate payments via check. Local Agency designates the following person to register Local Agency for ACH:

Attachment: U.S. Bank User Agency Agreement (10109 : Approve Local Agency User Agreement with U.S. Bank)

Rebate Payment Registration	
a) Authorized Person's Name	Robert Zunino
b) Authorized Person's Email Address	rzunino@countyofcolusaca.gov

12. AUTHORIZATION AND EXECUTION. This User Agency Agreement may be executed in several counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. This User Agency Agreement may be executed and delivered by the parties electronically, and fully executed electronic versions of this User Agency Agreement, or reproductions thereof, will be deemed to be original counterparts.

Each signatory represents and warrants that (i) such signer is authorized by an applicable authority to enter into all transactions contemplated by this User Agency Agreement, and (ii) the signatures appearing on all supporting documents of authority are authentic.

LOCAL AGENCY	**U.S. BANK**
DATE:	DATE:
County of Colusa Legal Name of Local Agency	U.S. Bank National Association
(Signature of Authorized Individual)	
Gary J. Evans (Printed Name of Authorized Individual)	
Board Chair (Printed Title of Authorized Individual)	

Attachment: U.S. Bank User Agency Agreement (10109 : Approve Local Agency User Agreement with U.S. Bank)

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER	PURCHASING AUTHORITY NUMBER (If Applicable)
5-23-99-37-01	

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Department of General Services

CONTRACTOR NAME

U.S. Bank National Association

2. The term of this Agreement is:

START DATE

July 1, 2023

THROUGH END DATE

November 1, 2026, with three (3) optional two-year extensions

3. The maximum amount of this Agreement is:

$0.00 (Zero dollars and zero cents, with no guarantee of contract expenditure)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	31
Exhibit B	Budget Detail and Payment Provisions	3
Exhibit B.1	Rebates/Incentives Sheet	2
Exhibit C *	General Terms and Conditions (GTC 04/2017)	1
Exhibit D	Insurance Requirements	3
Exhibit E	Additional Provisions	8
Exhibit F	Definitions	5

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.
These documents can be viewed at https://www.dgs.ca.gov/OLS/Resources

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

U.S. Bank National Association

CONTRACTOR BUSINESS ADDRESS	CITY	STATE	ZIP
800 Nicollet Mall	Minneapolis	MN	5540

PRINTED NAME OF PERSON SIGNING	TITLE
Brian Richter	Senior Vice President

CONTRACTOR AUTHORIZED SIGNATURE

Brian Richter

Digitally signed by Brian Richter
Date: 2023.06.29 15:13:18 -05'00'

DATE SIGNED

06/29/2023

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER	PURCHASING AUTHORITY NUMBER (If Applicable)
5-23-99-37-01	

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME			
Department of General Services			
CONTRACTING AGENCY ADDRESS	CITY	STATE	ZIP
707 Third Street, 2nd Floor	West Sacramento	CA	9560
PRINTED NAME OF PERSON SIGNING	TITLE		
Carol Bangs	Acquisitions Branch Chief, Procurement Division		
CONTRACTING AGENCY AUTHORIZED SIGNATURE	DATE SIGNED		
Carol Bangs Digitally signed by Carol Bangs Date: 2023.06.29 19:42:34 -07'00'	6/29/2023		
CALIFORNIA DEPARTMENT OF GENERAL S	EXEMPTION (If Applicable)		

APPROVED

JUL 3 2023

ALW/LAG:th

OFFICE OF LEGAL SERVICES
DEPT. OF GENERAL SERVICES

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT A – SCOPE OF WORK

1. INTRODUCTION

The State of California, Department of General Services Procurement Division (DGS–PD), on behalf of Department of General Services (DGS), Statewide Travel Program (STP) is contracting with U.S. Bank National Association (hereinafter referred to as "Contractor" or "U.S. Bank") for Travel Payment Services (TPS) to be used by eligible User Agencies as defined in Exhibit A, Section 8.

Contractor shall provide TPS for travel and travel related expenses in accordance with the terms and conditions of this MSA. Travel and travel-related expenses include, but are not limited to domestic and international airfare, travel agency transactions, commercial car rentals, rail tickets, ground transportation, electronic toll collection systems, parking, electric vehicle charging, lodging, meeting, and conference rentals, meals, and incidentals.

Each User Agency shall determine whether use of this MSA is consistent with its procurement policies and regulations.

2. AGREEMENT TERM

A. The term of this MSA is for a three (3) year period from the "Go Live" date. This MSA is effective upon approval from the DGS-PD.

B. The "Go Live" date shall be November 1, 2023. Implementation, training, and payment Account set-up tasks must begin upon execution of the MSA at no cost to STP. Transactions shall not commence until the "Go Live" date.

C. The DGS-PD, at its sole discretion, may extend this MSA for three (3) two-year options, with a maximum cumulative term period of nine (9) years.

D. All rates as outlined in Exhibit B.1 - Rebates/Incentives Sheet shall be firm-fixed for the initial MSA term (3 years). In the event of (i) a decrease or increase in the Visa USA Interchange Reimbursement Fees for one or more merchants from the April 2022 published interchange rates, (ii) an interchange event by a Visa Preferred Partner merchant impacting interchange rates by five percent (5%) or more or (iii) the movement of a merchant into the VISA Preferred Partner program or similar alteration of the interchange paid by a merchant by more than five percent (5%) (each such impacted merchant an "Impacted Merchant"), Contractor will have the right, but not obligation to modify the current Rebate/Incentive Share with a new Rebate/Incentive Share for each Impacted Merchant to reflect the proportionate change of the interchange rates, with at least six (6) month notice to STP Contract Administrator. Contractor will provide written justification to the STP Contract Administrator with validation of the

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

adjustment and identify how the adjustment is applicable to travel-related purchases. New rates will become effective through amendment to the MSA.

3. ORDER OF PRECEDENCE

In the event of a discrepancy and/or inconsistency between the articles, attachments, or provisions which constitute this MSA, the descending order of precedence shall apply in the sequence displayed on the Standard Agreement (STD 213).

4. CONTRACT ADMINISTRATORS

A. All inquiries during the term of this MSA will be directed to the representatives listed below:

DGS-PD Contract Administrator
Kush Kishor
Department of General Services, Procurement Division
707 Third Street, 2nd Floor
West Sacramento, CA 95605
Phone: (916) 375-4365
Email: Kush.Kishor@dgs.ca.gov

STP Contract Administrator
Lori Wasson
1700 National Drive
Sacramento, CA 95834
Phone: (279) 946-8513
Email: Lori.Wasson@dgs.ca.gov

Contractor's Contract Administrator
Leslie Massey
Phone: (805) 591-7255
Email: Leslie.Massey@usbank.com
Contractor Address:
U.S. Bank – Corporate Payment Systems
200 South Sixth Street
Minneapolis, MN 55402

B. Should a representative change, each party will notify the other parties in writing no later than fourteen (14) calendar days after the date of such change, without amendment to this MSA.

5. TERMINATION

Should the Contractor fail to commence work at the agreed upon time, DGS-PD, upon five (5) calendar days written notice to the Contractor, reserves the right to

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

terminate this MSA. In addition, the Contractor shall be liable for the actual cost of engaging another Contractor to perform the work.

6. TERMINATION FOR CONVENIENCE

In addition to any other provision of this MSA, DGS-PD may terminate this MSA or cancel a portion of the service for any reason by giving the Contractor a minimum of thirty (30) calendar days written notice.

7. AMENDMENTS

A. Any modifications to the requirements contained in this MSA may only be authorized through an amendment and mutually agreed upon by DGS-PD and the Contractor.
B. If Contractor determines the provision of any of the services under the MSA is counter to any existing, new, or amended law, regulation, regulatory interpretation, anticipated regulatory interpretation, or any enforcement of existing, new, or amended law, regulation, regulatory interpretation, or anticipated regulatory interpretation, Contractor shall immediately notify STP of proposed changes required for compliance and continuation of services under the MSA. Contractor shall negotiate to incorporate the modification(s) or discontinuance of services.

8. AUTHORIZED USER AGENCY

A. Eligible authorized User Agencies are as follows:

1) Executive Branch User Agencies – State of California tax funded agency, department, board, or commission under the Executive Branch empowered to expend public funds.

2) Non-Executive Branch User Agencies:

a) Non-Salaried: Persons who are on official state business and whose travel expenses are paid by the state (this includes volunteers, members of official task forces, contractors, consultants and members of some commissions and boards, and wards of the state).

b) Elected Constitutional Officers: Governor, Lieutenant Governor, State Controller, Attorney General, Secretary of State, Superintendent of Public Instruction, State Treasurer, Insurance Commissioner, members of the Board of Equalization, and members of the staff of the above constitutional officers.

c) State Legislative Branch: Members of the State Senate, Members of the State Assembly, and Legislative staff members.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

d) State Judicial Branch: Justices, officers, and employees of the Supreme Court of California, the Courts of Appeal, the Judicial Council of California, and the State BAR of California.

e) Executive Protection: Persons providing executive protection to anyone authorized to use these contracted rates.

f) Local Agencies: Elected officials and other personnel of local agencies within California, to the extent that the travel is undertaken in accordance with the laws governing those agencies; persons employed by or affiliated with the California League of Cities (CLC), the California State Association of Counties (CSAC), the California State Districts Association (CSDA) or affiliated organizations. Whenever the term "state business" is used in this MSA, it shall be read to include travel undertaken to perform the official business of local agencies, CLC, CSAC, CSDA or the affiliated organizations referred to herein.

g) Kindergarten through Grade Twelve (K-12) School Districts: Persons on official business for K-12 educational institutions that are supported with public funds and are authorized by action of and operated under the oversight of a publicly constituted local or state educational agency.

h) Employees of the California State University (CSU) system, University of California (UC) system, and California Community College (CCC) system.

9. MANAGEMENT MEMO (MM) 14-03

Pursuant to Management Memo (MM) 14-03 dated March 6, 2014, Executive Branch agencies are required to make all travel arrangements (airfare, hotel, commercial car rental, and rail) through STP. This MSA will be mandatory for Executive Branch employees traveling on official state business, except when emergencies or unusual operating conditions arise.

10. NON-EXECUTIVE BRANCH USER AGENCIES

A. Contractor shall permit Non-Executive Branch User Agencies to participate under the resulting MSA.

B. Non-Executive Branch User Agencies shall have the same rights and privileges as the state under the terms of this MSA.

C. Any Non-Executive Branch User Agencies shall be required to submit to the same responsibilities as do state agencies and will have no authority to amend, modify or change any condition of this MSA with the exception the specific provisions cited below:

1) Invoicing, delivery, and payment provisions.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

2) Governing law, jurisdiction.

If the parties cannot mutually agree, neither party shall be obligated to enter into an agreement.

11. CONTRACTOR RESPONSIBILITIES

A. Contractor is responsible for providing TPS in accordance with this MSA.

B. After "Go Live" date, changes to processes, procedures, services, or software utilized by STP or any User Agencies must be provided to STP with at least thirty (30) days prior written notice. If change is dictated by legislation or Card Network requirements, changes may be provided to STP with shorter written notice. Contractor and STP shall mutually agree on process changes when reasonably possible or when the process is unique to the STP. Contractor will collaborate with STP on communications to User Agencies.

C. Contractor must provide controls that will prevent the use of the card for purchasing commodities and services that STP or the User Agency designates as restricted.

D. Contractor shall notify STP immediately (no more than three (3) calendar days) in writing of any lost, stolen, or compromised Account, and any suspected or actual breach, or Unauthorized Use of an Account or information regarding Accounts or other sensitive information.

12. IMPLEMENTATION PLAN

A. Prior to "Go Live" date, Contractor shall collaborate with STP to provide a detailed draft implementation plan which includes at minimum, major tasks, activities, timeframe, and allocated resources for services outlined within this MSA. Within ten (10) calendar days of executed MSA, the Contractor shall finalize and submit a final implementation plan to STP for approval and initiation.

B. Contractor shall set up and implement existing payment/card Accounts by the MSA "Go Live" date in the following order of priority:

1) User Agencies' Centrally Billed Accounts

2) Individually Billed, Individual Liability Accounts

C. A naming convention for the setup of Accounts will be determined through mutual agreement between STP and the Contractor. The naming convention will be maintained and used for all payment/card Accounts throughout the term of this MSA.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

D. Contractor shall assign a dedicated Account Manager who will be the primary point of contact to address issues during rollout and beyond.

E. Contractor will work with the STP Contract Administrator to meet all elements of the agreed upon implementation plan.

F. Contractor shall attend meetings as required with STP during the implementation.

G. Contractor shall ensure that all key staff shall be present during the initial implementation meeting as required by STP.

H. Contractor shall participate in weekly implementation planning meetings, beginning no later than two (2) weeks after executed MSA. Implementation meetings will continue weekly until two (2) weeks after implementation at a minimum.

I. Contractor shall provide direct, active involvement in the leadership of the implementation, providing sufficient resources to ensure its overall success.

J. Contractor shall collaborate with STP and the current TPS MSA 5159906 contractor to transition all current User Agencies prior to the “Go Live” date.

K. Contractor shall be fully onboarded with instruction from STP, prior to providing any services; this includes any Subcontractors.

L. Contractor shall collaborate with STP and STP contractors, including but not limited to the current TPS MSA 5159906 contractor to coordinate the transferring, exporting and/or receiving card Account and Program Administrator data.

M. Contractor shall be prepared to charge transactions commencing on the “Go Live” date.

N. Contractor must be able to issue cards or multiple cards (different card numbers) for the same Account or billing entity to select Cardholders as required.

O. Prior to “Go Live” date, Contractor shall collaborate with the current TPS MSA 5159906 contractor to facilitate a seamless transition for virtual payments, as to not impact any current User Agencies utilizing the program.

13. USER AGENCY RESPONSIBILITIES

A. All User Agencies shall prepare and submit the necessary forms to participate in this MSA, as directed by STP.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

B. All User Agencies shall designate a Program Administrator who will serve as the primary point of contact between the User Agency, STP and the Contractor for Account management purposes. User Agencies shall also designate a secondary or back-up Program Administrator to ensure program continuity.

C. User Agencies participating in this MSA shall comply with all applicable state procurement laws, regulations, policies, procedures, and best practices.

D. All User Agencies shall assume responsibility for preventing unauthorized charges on the Account, reconciling all card transactions, and making timely payments to the Contractor for services rendered under this MSA.

E. All User Agencies shall assume responsibility for all authorized charges incurred on centrally billed Accounts. Individually Billed, Individual Liability Account Cardholders are liable for all authorized charges.

F. User Agencies shall have no liability for lost or stolen cards or fraudulent use of any card products.

G. User Agencies will safeguard information regarding cards, Account numbers, passwords, personal identification numbers and other sensitive information provided by the Contractor in a manner that is consistent with those applicable to the User Agencies' other accounts. Each party will utilize commercially reasonable efforts to maintain an appropriate information security program to prevent the unauthorized disclosure, Unauthorized Use, alteration, or destruction of confidential information.

14. CARD ACCOUNTS

A. All payment accounts (cards) must be accepted and recognized by the widest possible variety of merchants in the United States, Canada and internationally.

B. Contractor shall provide, at minimum, the following account types:

1) Centrally Billed Account – Card accounts billed to the User Agency or program within a User Agency. These accounts are paid directly by the User Agency and may utilize a physical card or a cardless (ghost) account.

2) Virtual Account – Virtual Accounts billed to the User Agency or program within a User Agency. These accounts are paid directly by the User Agency and do not utilize a physical card.

3) Individually Billed, Individual Liability Account – Card account billed directly to the Cardholder. These accounts are paid directly by the Cardholder and utilize a physical card.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

C. Contractor shall provide, at minimum, the following card types to all User Agencies:

1) Declining Balance Card/Managed Spend Card – Specialized card with a pre-set spend limit and expiration date that is typically non-replenishing. This card product has an established limit that reduces as transactions occur.

2) Emergency Card – Specialized card that is always open, active, and ready for use, often with no or an extremely high credit limit.

3) Travel Card – Physical card used by a User Agency and its employees for travel expenses. This product may be used to make travel arrangements, or by a Cardholder at the point of sale.

4) Meeting Card – Physical card used by a User Agency and its employees for meeting and conference related expenses, including but not limited to room rental, food and beverage, audio and visual, room blocks, and other meeting and conference related expenses.

5) Virtual Card – Virtual, single-use credit card number intended as a method of payment for travel-related services.

D. Contractor shall provide a Restricted Card: A travel card issued to applicants with a low credit score that contains more stringent restrictions defined by the agency/organization, which may require the Contractor to:

1) Reduce the overall dollar limit for the card.

2) Reduce the limit on individual transaction amounts.

3) Limit the types of transactions allowed.

4) Issue pre-paid card that automatically restricts dollar amount and transaction types.

5) Limit the dollar amount of transactions that can be applied to the card within a particular time period.

6) Limit the length of time a card remains active, such as for the length of time in travel status only; and/or

7) Restrict use at ATM's.

E. STP and a User Agency may cancel payment accounts with thirty (30) calendar days written notice.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

F. Accounts must link to STP's separately contracted Travel Management Services (TMS) provider, and Online Booking Tool (OBT), through the Global Distribution System (GDS).

G. Contractor shall integrate virtual payments for all travel services under this MSA and shall have the ability to integrate virtual payments for all other current and future STP travel segments.

H. Contractor shall issue any Virtual Account through the GDS and OBT by automatically generating a single-use Virtual Card number for STP programs including but not limited to:

   1) Lodging

   2) Airline

   3) Commercial Car Rental

I. STP or a User Agency may request that the Contractor issue an Individually Billed, Individual Liability Card, to which Cardholder is solely liable for all amounts incurred through such cards, and any applicable fees as provided in the cardholder account agreement in effect.

J. Reporting of Individually Billed, Individual Liability Accounts to the credit bureaus will not be sooner than one hundred eighty-one (181) calendar days Past Due. Should the Contractor choose not to report the Cardholder to the credit bureaus at one hundred eighty-one (181) calendar days Past Due, the Contractor shall waive deductions for credit loss (Charge Off deduction) of the one hundred eighty-one (181) calendar days Past Due reported amount.

K. Each card must have a "per transaction" and monthly charge limit as determined by STP. Purchases for amounts greater than the determined limits must be rejected. Unless otherwise requested by STP, the Contractor must not accept purchases that would cause the credit limit to be exceeded.

15. ACCOUNT/CARD ISSUANCE

A. Contractor must allow for Program Administrators to order and issue cards (single or multiple simultaneously) online.

B. All requests for account/card issuance or re-issuance shall have proper approval from STP and/or the Program Administrator.

C. Cards must be automatically re-issued upon card expiration unless otherwise specified by STP or the Program Administrator in writing or electronically.

D. Cards are to be provided or delivered to the User Agency, as directed, within

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

two (2) to three (3) business days of receipt of a Card Application or completion of account setup, and in urgent cases, within twenty-four (24) hours.

1) In the event of a lost or stolen card, a replacement card is to be delivered within seventy-two (72) hours of STP or User Agency notification to Contractor or within twenty-four (24) hours in urgent cases. Urgency will be determined by STP or User Agency.

E. Contractor must be able to deliver cards overnight when requested by the User Agency.

F. Program Administrators shall have the authority to approve all changes to the name and/or delivery address of their respective User Agencies' cards.

G. Centrally Billed Accounts shall have the ability to link one or more centrally billed cards within the same Centrally Billed Account.

H. Contractor must be able to issue multiple cards (different card numbers) for the same account or billing entity as required by the User Agency.

I. User Agency shall only be permitted to request the issuance of Accounts in the name of the following parties: (i) in its own name, (ii) in the name of any User Agency employee, (iii) in the name of any individual that is acting directly or indirectly as an independent contractor of User Agency and (iv) in the name of any other individual provided on a temporary basis and so long as such individual has a bona fide connection to User Agency (i.e., a temporary card issued to an employee candidate). Contractor may refuse to issue an Account to any party that cannot satisfy Contractor's regulatory requirements referenced in Exhibit E, Section 8.A.

J. Contractor may immediately, (i) suspend or cancel any Account, with notice, if Contractor is unable to verify the identity of the Account holder or owner of the Account based on the information submitted to Contractor, or if Contractor is unable to verify that providing services to an Account holder or User Agency does not pose a risk to Contractor of violating any applicable law, statute, or regulation.

16. RESTRICTIONS AND LIMITS

A. Contractor shall prohibit use of cash advances or withdrawals at ATMs for all card accounts.

B. Contractor agrees to suspend, impose, and/or set limits and restrictions on payment/card accounts as specified by STP to include, but not be limited to:

1) Limiting the types of transactions allowed and the number of transactions allowed.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

2) Limiting the dollar amount of transactions that can be applied to the account within a particular time period.

3) Maximum daily/weekly/monthly spend limits.

4) Limiting or blocking a single or multiple merchants by use of Merchant Category Codes (MCC).

5) Limiting the length of time a card or an account number remains active.

6) Suspending any account that is delinquent for a period exceeding ninety (90) calendar days from the Billing Cycle close date.

7) Cancelling/closing any account that is delinquent for a period exceeding one hundred eighty (180) calendar days from the Billing Cycle close date.

C. On an exception basis, the Contractor must have a process in place whereby the User Agency can request the Contractor to change the limits instantly or within a few hours.

17. CARD DESIGN

A. Contractor shall be responsible for the embossing and printing of the cards to STP's specifications. STP reserves the right to change the card design during the life of this MSA.

B. The final content and design of the cards will be determined by Contractor with approval from STP. Contractor agrees that the card design will include, at a minimum:

1) "Official Government Travel Only".

2) User Agency's full name, and Cardholder name if applicable.

a. Minimum of 24 characters for the name embossed on the card.

3) Contractor's customer service toll free number. A regular phone number must also be printed in case of requirement for collect calls to enable coverage of all destinations.

C. STP and the Contractor will agree upon any other design features that would assist with card acceptance and Fraud prevention.

18. ENROLLMENT FOR NEW USER AGENCIES

A. Enrollment and onboarding of new User Agencies after the initial implementation should include a structured, less than forty-five (45) calendar

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

day timeline outlining the support and assistance for each User Agency to ensure the most effective transition to STP.

B. Contractor shall provide new User Agencies enrollment procedures and package to STP for approval within thirty (30) calendar days of the kickoff meeting. The enrollment package may include a Card Application and participating agreement that stipulates User Agencies agree to follow the terms and conditions of this MSA. Contractor agrees to work with STP on any edits on the enrollment package. After mutual review by both parties, STP will approve the final enrollment process including procedures and form for use by User Agencies.

C. Contractor shall have a pre-established Account setup process. Contractor shall provide STP with a draft of the pre-established Account setup process within thirty (30) calendar days of kick off meeting. Contractor agrees to work with STP on any edits on the pre-established account setup process. Final pre-established Account setup process must be approved in writing by STP. Pre-established Account setup process may be customized based on the needs of each User Agency.

D. Contractor shall direct inquiries regarding enrollment to STP.

E. Contractor must create new billing Accounts within four (4) weeks or less from submission of the STP approved enrollment package.

F. Each User Agency (except for Executive Branch agencies) will be subject to credit verification by the Contractor and imposed limits/restrictions based on credit worthiness.

19. REBATES AND INCENTIVES

A. Total Spend Incentives and Prompt Payment Incentives outlined in Exhibit B.1 – Rebates/Incentives Sheet will stay in effect for the entire term of the MSA, including exercised option year(s) unless modified in accordance with Exhibit A, Section 2.D.

B. Total Spend Incentive

1) STP must receive a Basis Point (BP) (percentage) of its total annual spend volume, excluding returns, credits, and unauthorized use of cards or Accounts during the incentive period.

2) The Total Spend Incentive must be provided to STP annually, within ninety (90) calendar days of the “Go Live” date.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

3) The Total Spend Incentive will be made payable to STP via check, automatic clearing house (ACH), or electronic funds transfer (EFT), as determined by STP.

4) The Total Spend Incentive to be received annually by STP is calculated as: BP (percentage) x Annual Total Spend Volume minus one hundred eighty (180)-day Credit Losses and Charge Offs.

C. Prompt Payment Incentives

1) Prompt Payment Incentives will be calculated annually based on the average speed of pay within a contract year. The speed of pay is based on a standard calculation of Client Held Days Payment Performance as defined in Exhibit F. User Agencies must receive a BP (percentage) of their annual total volume based on the User Agency's average speed of pay. Contractor shall identify the average speed of pay for the User Agency within the contract year and apply the appropriate BP from Exhibit B.1 – Rebates/Incentives Sheet.

2) The Prompt Payment Incentive must be paid to the User Agency on an annual basis.

3) Any User Agency that does not earn a minimum of twenty-five dollars ($25) for Prompt Payment Incentive for all Centrally Billed Accounts combined annually will forfeit its incentive share for that contract year.

4) The Prompt Payment Incentive to be received annually by User Agencies is calculated as: Appropriate BP (percentage) based on individual User Agency's annual average speed of pay x User Agency's Total Annual Spend Volume.

5) In the event a User Agency's Participating Agreement is terminated prior to completion of the contract year, payment for Prompt Payment Incentive shall be made to the User Agency within ninety (90) days following the last day of the year in which the termination occurred for any incentive share earned prior to the termination date.

6) User Agencies may opt-out of receiving Prompt Payment Incentive by providing written notification (email) to STP and the Contractor. (Template document may be created with mutual agreement of STP and Contractor for opt-out use).

a) If a Prompt Payment Incentive is earned by a User Agency that selects the "opt-out" provision, or that does not provide required banking instruction detail as required to receive payment, Contractor shall process monies for issuance and make payable to STP by supplemental payment.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

7) The Prompt Payment Incentive shall be made via mailed check, ACH or EFT, as determined by the User Agency.

   a) The Prompt Payment Incentive will not be calculated with or affect the Total Spend Incentive and/or the resulting payment.

D. Incentive Reporting

1) Contractor shall provide an electronic Spend Incentive Usage Report to the STP Contract Administrator on an annual basis. The report shall provide the calculated Total Spend (Incentive) to be provided to STP for the MSA year. Report must contain at a minimum, but not limited to, the following data elements:

   a) Monthly and Annual Total Spend

   b) Total Number of Transactions

   c) Calculated Total Spend Incentive

   d) Calculated Total Spend Incentive (by User Agency)

   e) Charge Offs

   f) Date Paid

   g) Actual Total Spend Incentive due to STP (cumulative for all Participating User Agencies minus Charge Offs)

2) Contractor shall provide an electronic Prompt Payment Usage Report to the STP Contract Administrator on an annual basis. The report shall provide the calculated Prompt Payment (Incentive) by User Agency for the MSA year. Report must contain at a minimum, but not limited to, the following data elements:

   a) Participating User Agency

   b) Monthly and Annual Total Spend (by User Agency)

   c) Total Number of Transactions (by User Agency)

   d) Average Days to Pay (by User Agency)

   e) Calculated Prompt Payment Incentive (by User Agency)

   f) Date Paid

   g) Charge Offs (by User Agency)

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

3) Contractor must submit Total Incentive Usage Report and Prompt Payment Usage Reports in Excel format via email within thirty (30) calendar days from the "Go Live" date to STP for review. After mutual review by both parties, STP will approve in final reporting format.

E. New card products and services must not impact the Total Spend and Prompt Payment Incentive share offering.

20. STAFFING/CUSTOMER SERVICE

A. Contractor must provide all necessary staff to maintain all service levels, and provide prompt, courteous and efficient service. The number of assigned staff shall be sufficient to meet all service level requirements including but not limited to, Account settlement inquiries, payment discrepancy resolution, online system administration, reporting, and training as needed.

B. Contractor staff must be based in the continental United States (US).

C. Contractor shall provide at least one (1) designated Account Manager and one (1) backup Account Manager, each with a minimum of three (3) years of experience to oversee the daily operations and provide Account management support to STP and User Agencies, including but not limited to:

1) Serve as the primary point of contact to address issues during implementation and beyond.

2) Be available Monday through Friday to STP and Program Administrators during the User Agencies' regular business hours, i.e., 8:00 a.m. – 5:00 p.m. (PST).

3) Participate in, at minimum, bi-weekly meetings to review performance, new and existing Account status, program initiatives, and outstanding customer service issues.

4) Required to attend in-person meetings throughout California. Any travel expenses associated with this role will not be covered or reimbursed by the state.

5) Provide implementation planning and onboarding support with detailed actions, bi-weekly calls, and effective communication with STP and current and potential User Agencies.

6) Establish and maintain relationships with existing and potential User Agencies to ensure ongoing active Account management to support professional relationships and customer service.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

7) At the request of STP, the Account Manager shall conduct an annual TPS program analysis and review of the top User Agencies. This program review shall include identification of missed and new travel opportunities and align with User Agencies' specific goals.

D. Contractor shall provide a designated customer service team consisting of, at minimum, one (1) dedicated Account Representative and one (1) backup Account Representative, to support the size, scope, and complexity of an Account the size of the State of California, including but not limited to the following:

1) Day-to-day Account management support to STP, Program Administrators and Cardholders.

2) A domestic and international toll-free telephone number available to Cardholders twenty-four (24) hour a day, seven (7) days a week, three hundred sixty-five (365) days a year.

3) Technical support for the online data management and reporting system.

4) Qualified personnel familiar with all aspects of this MSA.

5) Dedicated resources necessary to ensure effective and efficient service under this MSA.

E. Contractor shall provide live customer service/staffing for service any time outside of normal business hours, i.e., evenings, weekends, State holidays, etc. on twenty-four (24) hour a day, seven (7) days a week, three hundred sixty-five (365) days a year basis. The after-hours service must have access to the Contractor's system for making Account changes, Fraud submissions, and resolving declines as needed.

F. Contractor shall provide alternate staffing support, communicated to STP in advance for scheduled and unscheduled absences of the dedicated Account Manager(s) and Account Representative(s).

G. Contractor shall provide a technical Account Specialist(s) to assist in handling missing/unidentified payments, and other payment investigations. This individual shall also provide support services for payment system reconciliation and reporting.

H. Contractor shall provide at least one (1) Technical Consultant or Payment Solution Consultant to coordinate and support Virtual Accounts. This includes but is not limited to assisting with Account implementations, declines, merchant outreach and training, particularly with MCC assignments and authorizations.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

I. Contractor shall provide and make available to STP an issue tracking system to report and track issues and have an established escalation process to meet the needs of all User Agencies.

J. Contractor shall notify STP in writing within fourteen (14) calendar days of an Account Manager and/or Account Representative change and provide STP with at least one (1) replacement candidate that will meet or exceed the experience and skill level of the Account Manager and/or Account Representative being replaced.

1) The state shall not compensate the Contractor for any time or effort required to prepare the new Account Manager and/or Account Representative for work related to this MSA.

2) The state, for cause, reserves the right to require the Contractor to replace an assigned Account Manager and/or Account Representative at any time. The state will notify the Contractor in writing when exercising that right, providing the Contractor with the cause. The Contractor, within fourteen (14) calendar days of such notification, shall provide a replacement candidate that meets or exceeds the experience and skill level of the Account Manager and/or Account Representative being replaced.

21. SUBCONTRACTORS

A. Nothing contained in this MSA or otherwise, shall create any contractual relation between the state and any Subcontractors, and no Subcontractor shall relieve the Contractor of its responsibilities and obligations hereunder. The Contractor agrees to be fully responsible to the state for the acts and omissions of its Subcontractors and of persons either directly or indirectly employed by any of the Subcontractors as it is for the acts and omissions of persons directly employed by the Contractor. The Contractor's obligation to pay its Subcontractors is an independent obligation from the state's obligation to make payments to the Contractor. As a result, the state shall have no obligation to pay or to enforce the payment of any moneys to any Subcontractor.

B. Subcontractors must be mutually agreed upon between Contractor and STP.

C. Subcontractors shall comply with all conditions stated in this MSA.

D. Additional Service Level Agreements (SLAs) may be created based on the nature of work being performed by the Subcontractor.

E. STP has the right to require a replacement of the Subcontractor at any time.

1) Contractor shall have sixty (60) calendar days from the date of notice given by STP to replace the Subcontractor.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

2) Contractor shall be responsible for continued coverage of services, and that there is no lapse in service for any existing programs currently in effect by STP.

22. SERVICE LEVEL AGREEMENT (SLA)

A. Contractor shall allow STP, or a duly authorized representative of STP, to submit performance evaluations and monitor services.

B. Contractor shall take part with STP in monthly, at minimum, meetings to review performance during the term of this MSA. The performance review meetings are separate from the required bi-annual TPS review meetings.

C. Contractor shall provide regularly scheduled customer satisfaction surveys including but not limited to the below occurrences:

1) Post-implementation survey for STP to rate the Contractor.

2) Annually to STP to rate the performance of the Contractor.

3) Ongoing for all Program Administrators and Cardholders.

D. Contractor must have an established escalation plan and process in place to resolve both operational and technical issues promptly.

1) Escalation requests shall be acknowledged in writing within one (1) business day.

2) Continuous updates must be provided in writing to STP and/or the Program Administrator until the issue is resolved.

3) Ongoing service tickets, root cause analyses, and resolutions shall be provided to STP in a reporting format at the performance meetings.

E. If service levels outlined herein or any other terms of this MSA are not met, STP reserves the right to initiate a corrective action plan to address the issues in a formal setting. Each service level and category listed in this MSA will be considered individually; however, STP may determine the need for action based on the Contractor's overall performance. At each stage of the below escalation process, the Contractor shall effectively communicate a strategy for the escalated issue (e.g., root cause analysis, and resolution, with timeline).

1) Issue will be escalated to the Contractor's Account Representative Manager.

2) Issue will be escalated to the Contractor's Account/Service Manager.

3) Issue will be escalated to the Contractor's Senior Account Manager.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

F. Contractor shall meet and support the following, including but not limited to, SLA productivity and service standards:

Service Category	Service Level Agreement
Customer Service	1. Return all calls within 24 hours. 2. Respond to all emails within 48 business hours. 3. Regular correspondence is expected, providing updates to submitter in response to service-related incidents, requests, or inquiries until completed/resolved. 4. Customer service survey satisfaction scores must be a minimum 90% satisfaction rating.
Billing Account/Card Set-Up	1. Confirm receipt of email within 2 business days. 2. Execute required Account Hierarchy within 5 business days after Account template established. 3. Set up billing Account within 4 weeks.
Reporting	1. Customized reports provided within 24 hours of request.
System Availability and Maintenance	1. 99.9% uptime or better for all online systems. 2. Maintenance window notification in writing 72 hours prior to occurrence for all online systems.

23. ONLINE ACCOUNT MANAGEMENT AND REPORTING

A. Contractor shall provide singular, secure, online client portal that acts as an Account management and reporting system. This modern online portal shall:

1. Integrate all Accounts and transactions into a centralized location online.

2. Allow for uploading and storage to readily access user agreements, documents, messages, information requests, and enrollment forms for each User Agency.

3. Accurately capture, report, and settle all electronic transactions in a timely manner according to industry standards.

4. Comply with all applicable technical and functional performance criteria, as required by state and federal law, mandated by state policy, and determined by User Agencies.

B. Routine system upgrades should be performed outside of normal business operating hours (e.g., weekends, or before 6:00 a.m. and after 7:00 p.m. (PT) Monday through Friday).

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

C. Online systems shall provide access to data and reporting to any individual that STP has appropriately cleared with a requirement to access the specified information system and/or report for performing or assisting in a lawful government purpose.

D. The Account management system shall provide or enable, at minimum:

1) Real-time data available twenty-four (24) hours a day, seven (7) days a week, three hundred sixty-five (365) days a year.

2) Travel administration and Account management including but not limited to, Account balances, limits, charges, declined transactions, spend history, accounting codes and demographics.

3) Transactional data review, collection, and management.

4) Multiple program Hierarchy levels (at least a minimum of seven).

5) Establish roles, access, permission controls and authority levels for multiple user types.

6) Unlock system access and reset User IDs and passwords.

7) Card Application, registration, and Account/card updates.

8) Online Statement access.

E. The reporting system shall provide or enable, at minimum:

1) Ad Hoc reporting.

2) Format types, including but not limited to, CSV, Excel, and PDF.

3) Drill down capabilities for accounting/budget/project codes and other enhanced data (custom data fields).

4) Integration with an open Application Programming Interface (API) connection of a Customer Relationship Management (CRM) technology as designated by STP.

5) Exporting capabilities where files can be automatically exported into HR/Payroll systems and/or other back-office systems.

6) Multiple user roles and permissions that allow access to be controlled by a specific role and/or organizational unit.

7) Data retention for a period no less than seven (7) years for all reporting

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

spend and volume.

8) Multi-factor authentication and reporting to show who accessed or viewed sensitive data.

9) Business Intelligence (BI) analytics component capable of generating visual and manipulable representations such as custom dashboards, graphs, diagrams, and charts specific to selected data sets.

10) Level I, Level II, and Level III transaction data providing specific line-item details at the time of a card transaction beyond what is required for consumer card transactions.

F. Contractor shall provide the following reports upon request, and at regularly defined intervals including but not limited to, daily, weekly, bi-weekly, monthly, quarterly, bi-annually, and annually.

G. STP reserves the right to request additional reporting information during the term of this MSA. Contractor will work with STP and the User Agencies to provide requested reports within the requested timeframes.

Report Name	Description
Account History	Identify the history of changes made to an Account including changes to spending and single purchase limits, dates of changes, previous and current limits, and any additions/removals of MCCs, along with associated user credentials.
Account Reconciliation	Account payment details of the total number of purchases made including but not limited to date, merchant's name, amount, authorization number, location and for any credits or debits for the period. Any applicable fees, including interest or late payment charges.
Cardholder Activity	List of all cards issued including name of Cardholder, card number, expiry date, limit, and any other information that the Contractor may have.
Cardholder Listing	List of all active, cancelled, and closed cards (status) with card information.
Credit Limit	Total credit limit information, both allocated and available, including monthly limits and overall credit limits.
Declined Transactions/Reasons	Details of declined transaction authorizations along with related Account and merchant information for a specific time period and includes details such as declined date and time, requested (declined amount), transaction method, number and frequency of declined transactions including MCC, merchant name(s), etc.

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Report Name	Description
Delinquency	Any accounts or cards with Past Due balances greater than 30 calendar days, balance owed, length of time Past Due in 30+, 60+, 90+, 120+, 150+ and 180+ Past Due day buckets. Provides details on Accounts in delinquency accounts by hierarchy.
Hierarchy	Organizational Hierarchy by User Agency type, including at a minimum, User Agency name, unique identifiers, and Hierarchy levels.
Program Administrator Listing	List of all Program Administrators, and contact information, sortable by department, Hierarchy, card type, and Account status. Include at a minimum User Agency name, User Agency type, contact name, email, and phone number.
Prompt Payment	Prompt payment (rebate) containing at a minimum, but not limited to User Agency name, monthly and yearly volume sales, average days to pay, calculated incentive share, Charge Offs, total actual incentive share for each agency, total actual incentive share paid to STP, total number of transactions and number of Accounts.
Rebate	Incentive share (rebate) containing at a minimum, but not limited to User Agency name, monthly and yearly volume sales, average days to pay, calculated incentive share, Charge Offs, total actual incentive share, total number of transactions and number of Accounts.
Industry Spend/Volume	Sortable by, at minimum, merchant, department, Hierarchy, date range, industry, total, providing comparative reference from historical data, and providing forecasting.
System User List	Identify users and Account status information within an organization, identifying all individuals with access and their current user status (activated, locked, etc.).
Total Spend Summary	Total spend for all transactions with a breakdown by MCC.
Transaction	Transaction detail and spend details for all cards including merchant details, MCC, total transaction amount, average transaction amount, and transaction count.
Vendor Details	Summary of top vendors providing total spend and transaction volume.

24. STATEMENTS AND PAYMENT TERMS

A. STP shall identify the Billing Cycle timeframe for all User Agencies.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

B. Contractor shall provide a monthly electronic Statement to each Cardholder and/or Program Administrator for each User Agency that indicates the outstanding balance, amount due and the payment date. In addition, the Statement shall show an itemized, accurate list of current purchases, payments, and credits, where applicable.

C. Contractor shall enable Cardholders and Program Administrators to access their monthly online Statements as well as export the Statement into Excel. If necessary to retrieve Statements, STP shall provide each Program Administrator or other authorized Cardholder a secure encrypted access to the Contractor's website to access and view electronic Account Statements.

D. Each transaction is billed directly to a central Account. Some User Agencies may require multiple and/or separate Account Statements at the conclusion of each Billing Cycle, as specified by the Program Administrator. The Contractor's systems shall be flexible enough to meet the needs of varying ordering systems in use by different User Agencies.

E. Contractor shall make available system-generated email reminder capabilities to notify users of Statement download (online Statement enrollment), and all other payment-related alerts.

F. If the User Agency does not submit payment in accordance with Exhibit B, Section 1.A, then the Account is delinquent.

G. Contractor shall have an established collection process for delinquent Accounts upon mutual agreement between STP and the Contractor, including but not limited to email notifications when an Account/card has gone delinquent.

H. Contractor shall notify STP and/or the User Agency before taking any action, such as closing an Account, on any User Agency's delinquent Accounts.

I. Contractor shall suspend or cancel payment/card Accounts as specified by STP including, but not limited to:

    1) Suspending any Account that is delinquent for a period exceeding ninety (90) calendar days from the Billing Cycle close date.

    2) Cancelling any Account that is delinquent for a period exceeding one hundred eighty (180) calendar days from the Billing Cycle close date.

        a) If an Account remains unpaid for more than one hundred eighty (180) calendar days after the Billing Cycle close date, the Contractor may "Charge Off" the outstanding balance and deduct it from STP's rebate.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

b) However, if a User Agency ends up paying the outstanding balance after the "Charge Off" period, then the Contractor shall waive the deduction from STP's rebate any payments received after the "Charge Off" period.

25. DATA CAPTURE CAPABILITIES AT POINT-OF-SALE INFORMATION

A. Contractor must have the ability to capture and display transaction data as made available from the merchant, as well as overall card program information.

B. System must capture and display transaction data, including Levels I-III specifications as provided by merchants.

C. Data Capture capabilities must include variable and flexible data fields.

D. Contractor shall use a secure method such as Secure File Transfer Protocol (SFTP) or comparable method, as required by the User Agency, to automate the exchange of files, reports, and documents, i.e., an Enterprise Resource Planning (ERP) System.

26. TRAINING

A. Prior to the "Go Live" date of this MSA, the Contractor shall provide comprehensive training to STP and User Agency Program Administrators to ensure a smooth and seamless transition, training schedule, refresher training, new product enhancements, updates on processes and procedures, additional training materials, etc.

B. Contractor shall provide on-demand and/or pre-recorded training as needed for the following modules, at minimum:

1) Program Administrator enrollment/setup.

2) Card ordering, issuance, and activation.

3) Card administration and maintenance.

4) Account management and reconciliation.

5) Security requirements and Fraud prevention/detection.

6) Creating and using reports.

C. Contractor shall provide bi-monthly training, at a minimum, for all User Agencies and new participating User Agencies throughout the term of this MSA. Each User Agency may have additional training requirements including, at a minimum:

1) Online web-based training.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

2) Onsite training.

3) Onsite and/or web-based user group forums and workshops. Custom user reference guides and related materials, including periodic updates and notifications.

D. Contractor shall provide STP and each User Agency with customized user manuals and job aids related to this MSA at no additional cost to the state. Sufficient job aids or user manuals are to be kept current. For example, if there is a software upgrade, the trainings and job aids shall be updated accordingly. Updates to job aids and user manuals must be proactively communicated to STP.

E. Contractor's job aids and user manuals shall be professionally developed and should include at minimum: PowerPoints, online videos, newsletters, and other instructional guides (either electronic or print materials), at the request of STP and User Agencies.

F. Contractor shall provide training on any future technology implemented by the Contractor (e.g., new portals, dashboards, or data repositories).

G. Contractor shall provide two (2) hours of information security and privacy awareness training annually to STP and to all Contractor staff prior to providing any support under this MSA.

H. Contractor staff shall complete DGS' Information Security and Privacy Awareness training annually in accordance with SAM section 5305 and 5320, National Institute of Standards and Technology (NIST) Standards and GC section 11549.3. Subjects shall include but are not limited to the following:

1) Personal Health Information (PHI)

2) Federal Tax Information (FTI)

3) Health Insurance Portability and Accountability Act (HIPAA)

4) Information security essentials

5) Basic privacy awareness

6) Data protection and destruction

7) Incident reporting

I. Contractor staff shall complete DGS' Information Security and Privacy Awareness training prior to receiving any working assignment for STP.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

J. Contractor staff shall complete DGS' Information Security and Privacy Awareness training prior to obtaining access to any physical or digital DGS network and information assets.

K. Contractor shall retain documentation for all staff supporting STP, confirming the completion of two (2) hours of information security and privacy awareness training annually, and provide it to STP upon request within twenty-four (24) hours.

27. CONFIDENTIALITY AND DATA SECURITY

A. All financial statistical (e.g. transactions, charges, spending volume or repayment terms), personal, technical and other data and information relating to the State's operation which are designated confidential by the state and made available to the Contractor in order to carry out this Contract, or which become available to the Contractor in carrying out this Contract, shall be protected by the Contractor, including personnel employed by the Contractor and its Subcontractors, from unauthorized use and disclosure through the observance of the same or more effective procedural requirements as are applicable to the state. All data is owned by the state and may be reported to a designated data aggregation service provider. All data must be securely held and accessible per requirements from the California Public Records Act, GC Title 1, Division 7, Chapter 3.5, Article 1.

B. Contractor must house all data in the United States of America and data shall only be accessed by employees who reside in the United States of America.

C. Contractor must not use, sell or distribute state information assets to engage in or solicit the performance of any activity that violates laws, regulations, rules, policies, standards and/or other application requirements issues by the federal government, the State of California, or DGS.

D. Contractor must require all key personnel to complete security awareness training to ensure the anonymity of information and that access to such information is controlled and restricted to authorized personnel only. Contractor must provide updated certification annually to the DGS-PD Contract Administrator, within thirty (30) calendar days from receipt, throughout the term of this MSA.

E. Contractor shall maintain a secure environment in compliance with Payment Card Industry (PCI) and Data Security Standards (DSS) requirements.

F. Contractor shall notify STP of any attempt of a data security breach, or who's unencrypted Personally Identifiable Information (PII), was acquired, or believed to have been acquired, by an unauthorized person. PII includes but is not limited to any representation of information that permits the identity of an individual to

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

whom the information applies to be inferred by either direct or indirect means. In the event of a breach or threatened breach of confidentiality, the state will pursue all available remedies up to and including termination of the MSA.

G. Contractor shall fully cooperate with the state's efforts to investigate any incident and provide notice to STP, the individual(s) whose data was involved, and to others as required by law or deemed appropriate by the state. STP will not request security access into the Contractor's online system but will instead investigate with Contractor's support and by using their user access to the system.

H. Contractor shall identify and repair software bugs or other security gaps that may expose state data to risk of unauthorized access or use.

I. Contractor shall create, publish, maintain, and deploy disaster recovery and business continuity plans.

J. Contractor agrees that the state or its designated representative shall have the right to review and copy any records and supporting documentation directly pertaining to performance of this MSA.

K. Contractor agrees to maintain such records for audit purposes, for a minimum of seven (7) years after final payment, unless a longer period of records retention is stipulated.

28. MARKETING

A. In cooperation with STP, the Contractor shall co-develop and help implement marketing campaigns and business development plans to bring on new User Agencies to STP, STP will have final approval, including but not limited to:

1) Obtaining contact data for key decision makers annually, at a minimum, to market STP services to non-participating public California agencies.

2) Providing marketing materials, brochures and flyers, and tradeshow collateral with STP-related program highlights.

3) Creating and updating virtual marketing collateral, videos, and presentations on behalf of STP.

4) Creating and updating demo videos with STP-related program highlights.

5) Facilitating and attending cooperative seminars, workshops, conferences, and individual meetings requiring travel within California with STP and STP-contracted vendors presenting the benefits of STP to potential new User Agencies.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

B. Contractor shall not market STP or its services independently from STP without explicit written permission from STP.

C. Contractor shall notify STP any time there is an opportunity to market to a potentially eligible new User Agency.

29. NEWS RELEASE

A. Contractor shall not conduct media or independent interviews related to on-going business related to the contract without STP receiving seventy-two (72) hours' written notice and consenting to the language.

30. HEALTH AND SAFETY

A. Contractor and all Subcontractors shall abide by all applicable health and safety mandates issued by federal, state, and local governments and/or public health officers as well as those issued by DGS, and worksite specific mandates, to the extent that a governing body has jurisdiction over the workplace. If multiple mandates exist, the Contractor and Subcontractors shall abide by the most restrictive mandate.

B. Costs associated with adhering to health and safety mandates are the responsibility of the Contractor. Contractor is responsible for the tracking and compliance of health and safety mandates and may be audited upon at least seven (7) days' written notice.

31. ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY

A. Contractor's online systems shall be designed and implemented to comply with all applicable technical and functional performance criteria, as required by state and federal law, mandated by state policy, and determined by, including but not limited to the following:

1) Government Code (GC) Section 11135 prohibits discrimination based on sex, race, color, religion, ancestry, national origin, ethnic group identification, age, mental disability, physical disability, medical condition, genetic information, marital status, or sexual orientation, under any program or activity that is conducted, operated, or administered by the state or by any state agency, is funded directly by the state, or receives any financial assistance from the state.

2) GC Section 7405(a) requires, "In order to improve accessibility of existing technology, and therefore increase the successful employment of individuals with disabilities, particularly blind and visually impaired and deaf and hard-of-hearing persons, state government entities, in

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

developing, procuring, maintaining, or using electronic or information technology, either indirectly or through the use of state funds by other entities, shall comply with the accessibility requirements of Section 508 of the federal Rehabilitation Act of 1973, as amended (29 U.S.C. Sec. 794d), and regulations implementing that act as set forth in Part 1194 of Title 36 of the Federal Code of Regulations". The Revised 508 Standards incorporate by reference the Web Content Accessibility Guidelines (WCAG) 2.0 Level AA Success Criteria and apply the WCAG 2.0 Level AA success criteria and conformance requirements to both web and non-web electronic content.

3) GC Section 7405(b) requires, "Any entity that contracts with a state or local entity subject to Section 11135 for the provision of electronic or information technology or for the provision of related services shall agree to respond to, and resolve any complaint regarding accessibility of, its products or services that is brought to the attention of the entity".

4) Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. 12101 et seq.) prohibits discrimination against qualified individuals with disabilities in all programs, activities, and services of public entities; therefore, web-based applications and other electronic and information technology must comply with the accessibility standards of the WCAG 2.0 Level AA.

5) Section 4833 of the State Administrative Manual directs, "Agencies/state entities, as well as any contractors working for them, are responsible for ensuring that their Agency/state entity public web sites are accessible to both the general public and that their internal Agency/state entity electronic and IT systems are accessible by state employees, including persons with disabilities".

B. Upon delivery and prior to each subsequent release, the Contractor shall ensure that the online systems comply with all applicable technical and functional performance criteria, as required by Exhibit A, Section 31.A above. Upon written request, Contractor shall provide STP certification of such compliance.

C. Contractor shall include accessibility testing in the Software Development Life Cycle (SDLC) for all releases and certify, in its release notes, that the release complies with the accessibility standards specified in Section 31.A above.

D. Contractor shall, for each product release, conduct a regression test for conformance to accessibility standards specified in 31.A above.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

E. Contractor shall conduct required accessibility testing using commonly available assistive technology products, including but not limited to, screen reading software, screen magnification software, braille displays, and speech recognition software. If testing of any assistive technology fails on the launch of a new release or software already in production, Contractor must notify STP in writing within five (5) business days of the failed test.

F. Contractor shall incorporate new and updated accessibility standards as required by state and federal law, mandated by state policy, and determined by customer agencies, in compliance with GC Sections 7405 and 11135, and WCAG 2.0, or a subsequent version, published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success criterion.

G. All electronic documentation, training and instructional materials, and authentication functionality must also meet the applicable accessibility standards specified in Section 31.A above.

H. Contractor shall ensure, through design and implementation of accessibility features as required by Section 508 of the Federal Rehabilitation Act of 1973 and specified in Web Content Accessibility Guidelines (WCAG) 2.x, that employees with disabilities experience comparable access to the system as is provided to employees without disabilities. Employees with disabilities must be able to independently acquire the same information as individuals who do not have disabilities.

32. EXECUTIVE ORDER N-6-22 – RUSSIA SANCTIONS

A. 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, as well as any sanctions imposed under state law. The EO directs state agencies 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 the state determine 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 MSA. The state shall provide Contractor advance written notice of such termination, allowing Contractor at least thirty (30) calendar days to provide a written response. Termination shall be at the sole discretion of the state.

33. END OF MSA TRANSITION

A. Contractor agrees that at the expiration of this MSA, should the state conduct another procurement and award a new MSA, the Contractor will work with STP

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

to ensure that an efficient and effective transition takes place within nine (9) months.

B. Contractor is required to develop and maintain a transition plan, subject to the approval of STP, that shall provide information on the Contractor's strategy for transitioning User Agencies to a potential new Contractor, ensuring that an efficient and effective transition takes place.

   1) The transition plan is to include, at a minimum, the following information to address how the Contractor will onboard User Agencies off the current Agreement to the new Agreement.

      a) The anticipated timeframe for conversion of new and/or existing Card Applications.

C. Contractor shall provide a dedicated Account Manager who will be the primary point of contact to address issues during rollout and beyond.

D. Contractors shall cooperate fully if for any reason there is a change in Contractor due to contract termination or expiration.

E. Contractors shall, upon written notice, furnish phase-in, phase-out services for up to sixty (60) days prior to the expiration of this MSA. Contractor shall provide sufficient, experienced staff during the phase-in, phase-out period to ensure that there is no reduction in the quality of services provided under this MSA.

F. Contractor agrees that all charge activity under this MSA shall be completed on or before the expiration date of this MSA.

G. Contractor agrees that if an Account reconciliation occurs after the expiration date or if this MSA is terminated, the Contractor agrees to work with STP to resolve all credit transactions.

H. Contractor agrees that at the expiration of this MSA, the Contractor must cancel all outstanding cards with future expiration dates.

I. Contractor agrees to provide customer and Account close-out support after expiration or termination of this MSA.

J. Contractor agrees, that at the end of the phase-out period or at the termination of this MSA, to destroy all state data in its possession.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT B – BUDGET DETAIL AND PAYMENT PROVISIONS

1. PAYMENTS

A. The full amount of each User Agency's monthly balance or Billing Cycle balance, except for reported Fraud or Disputed Items, will be made in accordance with the Prompt Payment Act. Refer to Exhibit B, Section 3.

B. User Agencies will be financially responsible to the Contractor for Centrally Billed Accounts issued directly to the User Agency.

C. Contractor shall establish an overnight/rush delivery address/payment process separate from the regular remittance address.

D. Individually Billed, Individual Liability Accounts are issued based on the individual's credit and will be the sole responsibility of the individual employee for all charges incurred.

E. Government Code Section 927 for prompt payment does not apply to Individually Billed, Individual Liability cards issued directly to the individual. The full amount of the Individual Liability Account monthly balance for each Billing Cycle, except for reported Fraud or Disputed Items, will be made within thirty (30) days of receipt of the statement. Late payment fees will be assessed in accordance with Exhibit B, Section 5.C.

2. INVOICING/STATEMENT

A. The User Agency will pay the Contractor, upon receipt and approval of invoices/Statements for actual expenditures incurred. The DGS is not responsible for and does not accept payment liability of individual Cardholders or User Agencies.

B. The Cardholder will notify Contractor of any Disputed Item on a submitted invoice in accordance with this Agreement and the Card Network operating rules and regulations. User Agency shall notify Contractor of all disputes regarding Charges or billings for the Program within sixty (60) days of the Statement date, identifying the specific items and the basis for such dispute.

C. Invoices/Statements will be made available monthly to each User Agency. The invoice/Statement shall include, at minimum:

1) Authorized User Agency's name

2) Date of Statement

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

3) Time period covered by the invoice/Statement

4) Clearly identify the financial institution and remittance address

5) At minimum, the last four digits of the Account number

6) All deposits and withdrawal transactions

7) All purchase and sale transactions

8) The ending Account balance

9) Any applicable chargeback and adjustment (including credits)

10) Contact information for billing inquiries such as a telephone number, fax number and address

3. PROMPT PAYMENT CLAUSE

A. Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

4. CONTRACTOR OVERPAYMENTS

A. If an overpayment has been made to the Contractor, the User Agency will seek recovery immediately upon discovery of the overpayment by (a) requesting a refund of the overpayment amount, or (b) the Contractor will reflect the amount of the excess as a credit against future charges on the subject Account. Contractor shall provide requested refunds within thirty (30) calendar days from the date of notice.

5. FEES

A. Contractor shall not charge any fees, except for Foreign Transaction Fee and Individually Billed, Individual Liability Account Late Payment Fee listed on Exhibit B.1, Rebates/Incentives Sheet.

B. Foreign Transaction Fee:

1) If an Account is used for purchases in a country other than the United States, the statement shall reflect the conversion of transactions into US Dollars that occurred in a different currency.

2) If an Account is used for Charges in a currency other than the billing currency, the amount shown on the Statement for that Charge will be shown as a single amount that is the aggregate of (i) the amount of the Charge converted, in each case at the applicable exchange rate to the billing

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

currency from the currency in which the Charge was made and (ii) the "Foreign Transaction Fee" on such amount as set forth in Exhibit B.1.

C. Individually Billed, Individual Liability Accounts Late Payment Fees:

1) Individually Billed, Individual Liability Accounts are considered delinquent at sixty (60) calendar days past the due date. An individual liability late payment fee will be accessed on the outstanding balance if payment is not received by day sixty (60).

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT B.1 – REBATES/INCENTIVES SHEET

1. Revenue Share Total Spend Incentive

Total Annual Spend Volume	Basis Points (BP)
Under $50,000,000.00	157
$50,000,001.00 - $100,000,000.00	162
$100,000,001.00 - $150,000,000.00	170
$150,000,001.00 - $200,000,000.00	172
$200,000,001.00 - $250,000,000.00	174
$250,000,001.00 - $300,000,000.00	175
Over $300,000,000.00	176

2. Prompt Payment Incentive Share

Client Held Days	Basis Points (BP)
45	0
44	1
43	2
42	3
41	4
40	5
39	6
38	7
37	8
36	9
35	10
34	11
33	12
32	13
31	14
30	15
29	16
28	17
27	18
26	19
25	20
24	21
23	22
22	23

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

Client Held Days	Basis Points (BP)
21	24
20	25
19	26
18	27
17	28
16	29
15	30
14	31
13	32
12	33
11	34
10	35
9	36
8	37
7	38
6	39
5	40
4	41
3	42
2	43
1	44
0	45

3. Additional Fee Types

Fee Type	Percentage Rate
A. Foreign Transaction Fee (Exhibit B, Section 5.B)	1%
B. Individually Billed, Individual Liability Account, Late Payment Fee (Exhibit B, Section 5.C)	2.5%

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT C – GENERAL TERMS AND CONDITIONS (GTC 04/2017)

This document can be accessed at the Office of Legal Services website (https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language)

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT D – INSURANCE REQUIREMENTS

1. GENERAL PROVISIONS APPLYING TO ALL POLICIES

A. Coverage Term – Coverage needs to be in force for the complete term of the MSA. If insurance expires during the term of the MSA, a new certificate must be received by the DGS-PD at least ten (10) days prior to the expiration of this insurance. Any new insurance must still comply to the original terms of the MSA.

B. Policy Cancellation or Termination & Notice of Non-Renewal – Contractor is responsible to notify the DGS-PD within five (5) business days before the effective date of any cancellation, non-renewal or material change that affects required insurance coverage. In the event Contractor fails to keep in effect at all times the specified insurance coverage, the DGS-PD may, in addition to any other remedies it may have, terminate this MSA upon the occurrence of such event, subject to the provisions of this MSA.

C. Deductible – Contractor is responsible for any deductible or self-insured retention contained within their insurance program.

D. Primary Clause – Any required General Liability or Automobile Liability insurance contained in this MSA shall be primary, and not excess or contributory, to any other insurance carried by the State.

E. Insurance Carrier Required Rating All insurance companies must carry a rating acceptable to the Office of Risk and Insurance Management – A- or better and financial size category of VII or better to the latest edition of the A.M. Best Key Rating Guide. If the Contractor is self-insured for a portion or all of its insurance, review of financial information including a letter of credit may be required.

F. Endorsements – Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.

G. Inadequate Insurance – Inadequate or lack of insurance does not negate the contractor's obligations under the MSA.

H. Available Coverages/Limits - All coverage and limits available to the Contractor shall also be available and applicable to the State.

I. Subcontractors - In the case of Contractor utilization of Subcontractors to complete the contracted scope of work, Contractor shall include all Subcontractors as insureds under Contractor's insurance or supply evidence of insurance to the State equal to policies, coverages and limits required of Contractor.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

2. INSURANCE REQUIREMENTS

A. Commercial General Liability – Contractor shall maintain general liability on an occurrence form with limits not less than one million dollars ($1,000,000) per occurrence for bodily injury and property damage liability combined with a two million dollars ($2,000,000) annual policy aggregate. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal & advertising injury, and liability assumed under an insured contract. This insurance shall apply separately to each insured against whom claim is made or suit is brought subject to the Contractor's limit of liability.

The policy must include The State of California, its officers, agents, employees and servants as additional insureds, but only with respect to work performed under the MSA.

This endorsement must be supplied under form acceptable to the Office of Risk and Insurance Management.

B. Automobile Liability – By signing this MSA, the Contractor certifies that the Contractor and any employees, Subcontractors or servants possess valid automobile coverage in accordance with California Vehicle Code Sections 16450 to 16457, inclusive. The State reserves the right to request proof at any time.

C. Workers Compensation and Employers Liability – Contractor shall maintain statutory worker's compensation and employer's liability coverage for all its employees who will be engaged in the performance of the MSA. Employer's liability limits of one million dollars ($1,000,000) are required. The insurer waives any right of recovery the insurer may have against the State because of payments the insurer makes for injury or damage arising out of the work done under contract/permit with the State.

A Waiver of Subrogation or Right to Recover endorsement in favor of the State must be attached to the certificate.

D. Cyber Liability insurance - Contractor shall maintain Cyber Liability with limits of not less than one million dollars ($1,000,000) covering claims involving notification costs, privacy violations, information theft, damage to or destruction of electronic information, intentional and/or unintentional release of private information, and alteration of electronic information, extortion, and network security.

E. Certificate of Insurance

The Certificate(s) of Insurance will provide the above listed coverages and

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

endorsements and the Certificate Holder will read:

Department of General Services
Office of Fleet and Asset Management
1700 National Drive
Sacramento, CA 95834

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT E – ADDITIONAL PROVISIONS

1. CREDIT PROVISIONS

A. Financial Information

1) State Agencies:
The state of California will be credit qualified as a single entity upon execution of the MSA. Individual state agencies will not be required to credit qualify on their own.
2) Local Agencies:
Local agencies shall provide its fiscal year-end financial statements as soon as available, but not later than 120 days following the end of User Agency's fiscal year. User Agency shall provide additional information, upon request by Contractor, regarding the business, operations, affairs, and financial condition of User Agency, including reviews or audits of fiscal year-end financials performed by certified public accountants and User Agency prepared quarterly financial statements. If satisfactory financial information can be found on a website, Contractor will not require the User Agency to provide financial information that Contractor can obtain on its own.
3) Individual Liability Cards are based on individual's credit and are independently qualified. Individuals will provide information as required by the Contractor.

B. Credit Controls

Contractor, at its sole discretion may revise any credit limits or controls associated with a card program. Contractor will provide contemporaneous notice to User Agency and STP of any decrease in a program level credit limit. User Agency shall make a payment to Contractor in accordance with Exhibit B sufficient to reduce the Obligations to an amount equal to or less than the revised credit limit.

2. PRODUCTS

A. Account Liability

1) Mandatory Notification

User Agency shall immediately notify Contractor of any (i) termination of employment or contractor status of any Cardholder from the Program and (ii) any actual or suspected lost, stolen, or compromised Account. User Agency shall take all necessary action through the available on-line tools under the MSA to terminate the Accounts of any party that would not qualify for the issuance of an Account as set forth in Exhibit A, Section 15.I. Failure to provide timely notification, in accordance with this section, may result in the liability of User Agency or Cardholder to pay for transactions. Neither User

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

Agency nor Cardholder will be held liable for fraudulent charges that are promptly reported to U.S. Bank Customer Service, or any fraudulent charge fees related to promptly reported lost or stolen cards.

2) **Trailing Transactions**
Upon cancellation of an Account, or termination of a User Agency Agreement, User Agency shall cancel the billing of all recurring transactions to an Account.

3) **Merchant Category Codes**
Contractor is not liable for Charges declined or approved, as a result of inaccurate merchant category codes used by a merchant.

3. CONFIDENTIALITY

A. U.S. Bank Confidential Information

U.S. Bank, STP, and User Agency agree that the TPS Program is a unique service involving the exchange of proprietary and/or confidential information between the parties. User Agency agrees that the TPS Program reports, manuals, documentation, and related materials shall be circulated as necessary for STP and User Agency to manage the TPS Program and/or use such information in connection with User Agency's business. Notwithstanding the foregoing, such records may be subject to disclosure in accordance with the State of California or User Agency public records laws. Additionally, DGS may post certain materials on the STP public website in collaboration with Contractor to the extent necessary to manage the TPS Program.

B. User Agency Confidential Information

U.S. Bank and User Agency agree that any non-public financial information of User Agency and any non-public data regarding User Agency Accounts, transactions, charges, spending volume or repayment terms is confidential information of User Agency and such information shall be circulated by U.S. Bank only to the extent necessary for U.S. Bank to offer the TPS Program.

C. Contractor Exceptions

Contractor may (i) use and disclose User Agency’s confidential information to the extent necessary to maintain compliance with Card Network operating rules and regulations; or (ii) use and disclose non-identifying data to any entity or third party to the extent that such data is aggregated, summarized, or otherwise presented in a manner that does not directly or indirectly identify such data as attributable to User Agency, its affiliates, or Cardholders; or (iii) use and disclose confidential information as required by law.

D. Third Parties

Portions of User Agency’s Account and transaction data are captured by third parties, including, but not limited to, the Card Network, third-party service

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

providers, merchants, and merchant processors during the course of normal business operations. All such third parties shall not be considered an agent of Contractor for purposes of this Exhibit E, Section 3.

E. Disposition of Confidential Information
U.S. Bank, STP and User Agency are entitled to retain confidential information for archival purposes as required in accordance with applicable law, rule, or regulations.

4. DEFAULT

A. Contractor has the right to send the User Agency a written notice specifying a default in the following sections 1-2 and providing the User Agency an opportunity to cure the breach within a period of time no less than 30 calendar days ("Cure Period"). If the breach is not cured within the Cure Period as stated in the notice, then Contractor has the right to terminate any card product and/or ancillary service provided to a User Agency, or terminate the User Agency's User Agreement in its entirety, by written notice to the User Agency.

1) Material breach of any term or condition by User Agency.
2) Violations of economic sanctions laws, anti-money laundering laws, and trade restrictions.

B. Contractor has the right to terminate a User Agency's User Agreement, in its entirety and effective immediately if any of the following events occur:

1) Dissolution or liquidation of the User Agency; or
2) Insolvency of, the filing of a bankruptcy or insolvency proceeding with respect to, or the appointment of a receiver or trustee for the benefit of creditors of the User Agency, or the User Agency enters into any other similar proceeding or arrangement for the general benefit of its creditors.

C. Upon termination, all applicable cards, accounts, and/or related services shall be deemed canceled upon a stated termination date as referenced in the termination notification. Upon termination, User Agency shall instruct all Cardholders to destroy their cards and/or any records of account numbers and Contractor shall terminate all applicable services thereunder upon a stated termination date. User Agency shall remain liable for all debts arising from the use of a card and/or account prior to the termination date.

D. Any delay or failure on the part of Contractor to take action upon the occurrence of a User Agency default shall not constitute a course of dealing on the part of Contractor, shall not constitute a waiver of such User Agency default or prevent Contractor from taking action on such User Agency default or any other User Agency default in the future. For the avoidance of doubt, the adjustment of the credit limits or controls described in Exhibit E, Section 1 (including requiring

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

security or prefunding) are independent rights and are not dependent upon the existence of a User Agency default.

5. SURVIVAL

Any provision of the MSA that expressly or by implication is intended to come into or continue in force on or after termination of the MSA shall survive termination and shall remain in full force and effect.

6. INTELLECTUAL PROPERTY

A. Intellectual Property

DGS, User Agency, and U.S. Bank each recognizes that it has no right, title or interest, proprietary or otherwise, in or to the name or any logo, or Intellectual Property owned or licensed by the other. DGS, User Agency, and U.S. Bank each agree that, without prior written consent of the other, it shall not use the name, any logo, or Intellectual Property owned or licensed by the other.

B. Use License

1) License Grant

Subject to User Agency's compliance with this Exhibit E, Section 6, Contractor grants User Agency a non-exclusive, non-transferrable license to use and access Accounts on Contractor's or Contractor's third-party licensor's software.

2) Ownership

Contractor, or its third-party licensors, retains all rights, title, and ownership of the Accounts (but not the Account data) and software, any documentation provided with the Accounts or software, and any works derived from the software or Contractor or its third-party licensors' Intellectual Property. Contractor asserts that the software is protected by copyright and may be protected by patent, trademark, or other proprietary rights and laws of the United States, Canada, or other jurisdictions. Any property rights not granted in this Exhibit E, Section 6 are reserved by Contractor or its third-party licensors.

3) Updates

Contractor or its third-party licensors may, from time to time, provide updates of the software. The updates replace the software initially licensed to User Agency, and do not constitute an additional license to use the software. Contractor is required to comply with Exhibit A, Section 31 for updates.

4) Restrictions

Neither STP nor User Agency may (i) reverse engineer, decompile, or disassemble the software, or bypass or disable any copy protection or encryption; (ii) reformat or make derivative works from the software; (iii)

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

transmit all or any part of the software by any means, media, or manner that would present the risk of unauthorized access except as provided by Contractor; (iv) disclose part or all of the software to any third parties except as explicitly authorized by Contractor; (v) use all or part of the software to advise, consult, or otherwise assist any third parties except as explicitly authorized by Contractor; and (vi) otherwise use the software in any manner that would compete in any way with Contractor's business.

7. REPRESENTATIONS AND WARRANTIES

A. User Agency Representations and Warranties

User Agency represents and warrants, at all times during the MSA, that:

1) User Agency shall use Accounts, and shall instruct its Cardholders to use Accounts, solely for User Agency's or User Agency's business purposes;

2) The material information provided by User Agency or User Agency to Contractor is true, complete, and accurate; and

3) The consent or approval of no third party, including, without limitation, a lender, is required with respect to the execution of the MSA, or if any such third-party consent or approval is required, User Agency has obtained any and all such consents or approvals.

B. Transactional Messages

As it relates to Transactional Messages referred to in this clause, User Agency represents that it has received any and all necessary consents from Cardholders prior to providing Contractor with any Cardholder PII for Centrally Billed Accounts. All communication and notifications regarding Centrally Billed Accounts shall be directed to the User Agency Program Administrator. Contractor or its third-party service provider may desire to send communications, including autodialed, pre-recorded or artificial voice messages, SMS text messages, and/or other electronic messages to Cardholders related to servicing User Agency's Accounts. Examples of such communications include reminding Cardholders that a payment has not been received by Contractor, or to provide other information related to the Cardholder's Account such as potential or actual fraud, identity theft, data security alerts or other transactional messages (collectively, "**Transactional Messages**"). Upon Individual Cardholder requesting an Account or anytime thereafter, Contractor may seek consent from Individual Billed Cardholder to receive Transactional Messages from Contractor or its third-party service provider to the telephone number(s) (landline or wireless) or email addresses provided by User Agency or such Cardholder to Contractor in connection with establishing the Account for the Cardholder, whether or not such messages result in charges imposed by a communications provider.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

C. Except as expressly provided herein, Contractor makes no warranties, express or implied, in law or in fact, including, without limitation, the implied warranties of fitness for a particular purpose and of merchantability, either to User Agency or to any other person or third party, with respect to the Program provided by Contractor or its representatives, or with respect to Contractor's Account management software made available by Contractor to User Agency or any other person for its use, in connection with the MSA and any services thereunder.

8. MISCELLANEOUS PROVISIONS

A. Compliance with Applicable Statutes and Regulations

Contractor will maintain compliance with all statutes and regulations applicable to the products and services contemplated under the Agreement, including all applicable economic sanctions laws, anti-money laundering laws, and trade restrictions, and U.S. Bank's policies related thereto. U.S. Bank may require identification information for User Agency and Cardholders. User Agency and Cardholders shall promptly provide any such required identification information to U.S. Bank.

B. Additional Regulations

User Agency shall comply with, and shall cause its User Agencies, and Cardholders to comply with the following regulations and terms and conditions to the extent applicable to the Program or the products and services provided pursuant to the MSA:

1) Clearing House Operating Regulations

Any applicable automated clearinghouse operating rules or regulations, including, without limitation, the National Automated Clearing House Association Operating Rules operating rules and guidelines, or any related or successor operating rules.

2) Card Network Operating Regulations

Card Network operating rules and regulations; and

3) Additional Terms

Each Cardholder may receive a Cardholder Agreement and/or an Individual Cardmember Agreement that governs the use of the Account. Activation of the Card or Account by the Cardholder and/or use of the Card or Account by the Cardholder constitutes concurrence with the terms and conditions of the Cardholder Agreement and/or an Individual Cardmember Agreement.

User Agencies and/or Cardholders access and use of Contractor's online system may be subject to Access® Online Terms of Use (TOU) terms and conditions of the applicable "click-through" agreement.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

However, User Agency and Cardholder shall not be bound by any "click-through" terms and conditions or Cardholder Agreement and/or an Individual Cardmember Agreement terms that provide for (i) the amendment of such agreement without written consent of both parties, (ii) the indemnification of any party; (iii) the governing law or venue requirements, (iv) the waiver of any applicable statute of limitations period, (v) that incorporate any terms or conditions by reference, (vi) any term or condition that conflicts with the terms and conditions of this MSA, (vii) fees, or (viii) liability. The MSA terms and conditions shall prevail and govern in the case of a conflict or inconsistencies between the Access® Online Terms of Use (TOU), Cardholder Agreement, and/or an Individual Cardmember Agreement and the MSA.

Contractor may amend the Access® Online Terms of Use (TOU), Cardholder Agreement and/or an Individual Cardmember Agreement from time to time. Notice of any change will be provided to the STP and User Agency Program Administrator.

C. No Third-Party Beneficiaries or Claims

Except as stated in the MSA, with reference to any successors or assigns, any services provided pursuant to the MSA are for the sole and exclusive benefit of User Agency. No provision of the MSA is intended to be a third-party beneficiary contract or to create or vest any third-party beneficiary rights, interests, or privileges in favor of any entity other than Contractor and its affiliates and User Agency.

D. Cumulative Remedies

Except as expressly provided elsewhere in the MSA, each party's rights and remedies under the MSA are cumulative and in addition to, not exclusive of or in substitution for, any rights or remedies otherwise available to that party.

E. Force Majeure and Excusable Delay

1) Contractor is not responsible for delays or failures in performance resulting from acts of God, acts of civil or military authority, fire, flood, strikes, war, epidemics, pandemics, shortage of power, telecommunications or internet service interruptions or other acts or causes reasonably beyond the control of that party. In the event of a force majeure event Contractor will (i) implement its applicable disaster recovery plan to the extent appropriate and practicable; (ii) give the User Agency and STP prompt notice of the occurrence of a force majeure event; (iii) use diligent efforts to re-commence performance as promptly as commercially practicable pursuant to its disaster recovery plan; and (iv) provide periodic updates to User Agency and STP regarding its efforts to re-commence performance, until performance has re-commenced in accordance with the MSA.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

2) Except for defaults of subcontractors at any tier, the Contractor shall not be liable for any excess costs if the failure to perform the MSA arises from causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include, but are not limited to:
   - Acts of God or of the public enemy, and
   - Acts of the federal or State government in either its sovereign or contractual capacity.

   If the failure to perform is caused by the default of a subcontractor at any tier, and if the cause of the default is beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either, the Contractor shall not be liable for any excess costs for failure to perform.

F. No Waiver

No failure or delay by either party to exercise any right, power, or privilege provided under the MSA or by applicable law, will operate as a waiver thereof; nor will any single or partial exercise of any such right, power, or privilege preclude any future exercise of any other right, power, or privilege.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

EXHIBIT F – DEFINITIONS

DEFINITIONS - The following definitions will be used for this MSA:

Account: Any Account established by Contractor to this MSA in the name of the User Agency and or Cardholders to which debt is charged regardless of whether or not a card is issued in conjunction of such Account.

Ad Hoc Reporting: Provides the ability, at a minimum, to access all data elements of the participating User Agencies or Cardholders and transaction records and create a report in html, Excel, PDF and text (ASCII) formats as defined by STP or participating User Agency. The standard commercial practice of creating reports, invoices, and services to meet unique needs of a specific customer.

Annual Total Spend: The annual combined total charges of all centrally billed and individual Accounts, less refunds.

Basis Point (BP): A unit that is equal to 1/100th of 1%.

Billing Cycle: The length of time between the last statement closing date and the next. At the end of a Billing Cycle, transactions from the billing period and previous balances are added together to determine the statement balance.

Card: A plastic card, issued to an individual or the User Agency, with an underlying Account that is used for making payments.

Cardholder: An individual or department issued a card at the request of the User Agency or STP. The Cardholder holds the primary responsibility for proper usage of the card.

Card Application: An online application which allows the Program Administrator and Cardholder to pre-fill forms that facilitates the input and upload of Cardholder data to request the issuance of a card.

Card Network: As applicable, one of the following Card Networks whose marks are contained on the cards issued under the MSA: Visa U.S.A. Inc. and Visa International, Inc., MasterCard International Incorporated or such other national card network with respect to which Contractor becomes an issuer during the term of the MSA.

Centrally Billed Account: A User Agency billed / User Agency paid card/card-less Account where payments are made directly to the Contractor.

Chargeback: A refund or reversal of charge, made by a credit card company, to a Cardholder after the Cardholder successfully disputes an item on their credit card statement.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

Charge: Any transaction posted to an Account that has a debit value.

Charge Off: Debt deemed uncollectable by the Contractor and is subsequently charged/written off. Charge Offs can be deducted from the Total Spend Incentive to STP.

Client Held Days Payment Performance: The weighted average File Turn Days during the applicable Rebate Period less 15 days.

Credit Losses: Charge amounts not paid by User Agencies within one-hundred eighty (180) days of statement issuance and Charge Off by Contractor, i.e., non-payment due to legal reasons such as bankruptcy or death, delayed payment charges, non-responsive Cardholder, etc. Credit Losses can be deducted from the Revenue Share Incentive to STP.

Customized Reporting: Provides the ability for STP, the contract administrator, at a minimum, to access all data elements of the participating User Agencies or Cardholders and transaction records and create a report in html, Excel, and text (ASCII) formats as defined by STP or participating User Agency. The standard commercial practice of creating reports, invoices, and services to meet unique needs of a specific customer. Also known as Ad Hoc Reporting.

Data Capture: Level of detail that a merchant passes to the credit card processing network.

A. Level I – Standard commercial transaction data that includes the total purchase amount, the date of purchase, the merchant category code, merchant's name, city/state, debit/credit indicator, date charge/credit was processed by the Contractor, Contractor processing/transaction reference number for each charge/credit, and other data elements as defined by the Associations or similar entity.

B. Level II – In addition to Level I data, includes transaction amount, date, tax amount, customer code, merchant postal code, tax identification, merchant minority code and merchant state code. And may include additional data regarding sales tax, customer code, purchase order number, invoice number captured at the point of sale. In most cases, this information is combined with the merchant's Tax ID number, state, and postal code data and is then passed through during settlement.

C. Level III – Full line-item detail. The data fields required for Level III include those from Level II in addition to other fields, such as traveler's name, vendor, ticket number, invoice date, UNSPC code, product code, item cost, description, quantities, unit of measure, product codes, product descriptions, ship to/from zip codes, freight and duty amounts, order date, discount amount, order number, item extended amount, item tax identification and amount.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

Direct Billed Account: See Centrally Billed Account.

Disputed Item: Refers to charges where validity is being questioned or challenged by the User Agency.

File Turn Days: The number of days from the date Contractor funds a Charge to the date of payment, inclusive of the beginning and ending dates.

Foreign Transaction Fee: Fee charged when an Account is used for purchases in a country other than the United States.

Fraud: Any act of corruption or attempt to cheat the State or its agents, including but not limited to, the use of government charge cards to transact business that is not sanctioned or authorized, not in one's official government capacity, not for the purpose for which the card was issued, or not as part of official government business.

Go Live Date: Date, identified by STP, when User Agencies may charge travel and travel-related expenses to payment Accounts under this MSA.

Hierarchy: The organizational structure of the charge card program within the agency/organization which is composed of multiple Account levels from the Cardholder to the top level of the agency/organization, to delineate multiple Account levels, naming conventions, and authorization roles.

Individually Billed, Individual Liability Late Payment Fee: Fee charged to Individual Cardholder for delinquent payment.

Intellectual Property: Any patent rights, inventions, design rights, copyrights, database rights, trade secrets, trade names, trademarks, service marks, moral rights, know-how and any other similar rights or intangible assets recognized under any laws or international conventions, and in any country or jurisdiction in the world, as intellectual creations to which rights of ownership accrue, and all registrations, applications, disclosures, renewals, extensions, continuations or reissues of the foregoing now or hereafter in force.

Intellectual Property Rights: See Intellectual Property.

Local Agency: Local government agencies are defined in Public Contract Code Section 10298 (a) (b) and 10299 (b). This includes the California State Universities (CSU) and University of California (UC) systems, K-12 schools and community colleges empowered to expend public funds for the acquisition of products.

Merchant Category Code (MCC): A four-digit code that identifies and classifies goods or services offered by a merchant. The code controls where purchases are allowable. The merchant designates their MCC with the applicable bank/association.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

Obligations: All Charges, fees, and other activity posted to an Account.

Past Due: In respect to the statement the total amount of any debt which remains unpaid by participating agency and or Cardholder after the due date specified on the statement.

Personally Identifiable Information (PII): Information that: (i) directly identifies an individual (e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc.) or (ii) by which an agency intends to identify specific individuals in conjunction with other data elements, i.e., indirect identification (these data elements may include a combination of gender, race, birth date, geographic indicator, and other descriptors).

Program: The charge card services and systems attached thereto as provided by Contractor.

Program Administrator: The lead representative of a User Agency who coordinates, directs, manages, and oversees the travel payment Account related business for their department, is assigned access and authorized use of the Contractor's online Account and data management system, and is a contact between STP, Cardholders and the Contractor. The Program Administrator serves as the focal point for overall Account management, establishing and maintaining Accounts, monitoring usage guidelines, and issuance and destruction of cards. User Agencies may have more than one (1) Program Administrator within their organization.

Rebate Period: Each 12-month period, with the first period beginning on the "Go-Live" date of the MSA.

State Agency: Any State of California governmental agency, department, bureau, board or commission within the Executive, Judicial, and Legislative Branches of California State Government.

Statement: An official document of all periodic transactions (debits and credits) posted during the Billing Cycle and sent to the Cardholder, usually electronically.

Subcontractor: A person or entity that has been contracted by the Contractor to expressly perform part of the work or services solely for the existing contract entered between the Contractor and DGS.

Unauthorized Use: The use of an Account or card by a person, other than the Cardholder, who does not have actual or implied authority for such use, and from which the Cardholder receives no benefit.

User Agency / User Agencies: Executive and Non-Executive Branch agencies eligible to participate under this MSA.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

User Agency Agreement: An agreement in form and substance acceptable to Contractor pursuant to which a User Agency has access to the Program.

Virtual Accounts: A Centrally Billed Account that acts as the unique identifier for both the booking and billing of travel that may be used during a limited time period, for a limited specific or not to exceed amount or a specific vendor.

Virtual Card (VC): A unique 16-digit card number, expiration date and security code associated with a VC Account that can be used for Cardholder-not-present transactions.

Visa Preferred Partner: A merchant identified by Visa as participating in the Visa Direct Preferred Partner Program whereby merchants have the market power to dictate a lower interchange with Visa.

Attachment: MSA_5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

General Terms and Conditions (GTC 04/2017)

EXHIBIT C

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.

2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.

3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.

4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).

5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.

6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.

7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

Attachment: Exhibit C_MSA 5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

8. INDEPENDENT CONTRACTOR*:* Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post-consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.)

    Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 04/2017 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

Attachment: Exhibit C_MSA 5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

    a. The Government Code Chapter on Antitrust claims contains the following definitions:

        1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

        2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

    b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

    c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

    d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

Attachment: Exhibit C_MSA 5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of $100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

    a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

    b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of $200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

    a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

    b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

Attachment: Exhibit C_MSA 5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

20. LOSS LEADER: If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a “loss leader” as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

Attachment: Exhibit C_MSA 5-23-99-37-01 (10109 : Approve Local Agency User Agreement with U.S. Bank)

COUNTY OF COLUSA, CA **2.13**

Request For County Board of Supervisors Action

MEETING DATE: **October 15, 2024**

DEPARTMENT: **Health and Human Services**

FROM: **Kirill Obraztsov**

SUBJECT: **Approve funding application with the California Department of Public Health (CDPH) Maternal, Child and Adolescent Health (MCAH) Division, for funding period FY 2024-2025, effective July 1, 2024. Further, authorize the Department of Health and Human Services Public Health and Fiscal staff to sign related documents required by the California Department of Public Health (CDPH).**

Approve funding application with the California Department of Public Health (CDPH) Maternal, Child and Adolescent Health (MCAH) Division, for funding period FY 2024-2025, effective July 1, 2024. Further, authorize the Department of Health and Human Services Public Health and Fiscal staff to sign related documents required by the California Department of Public Health (CDPH).

Detailed Description/Background of request

The Public Health unit of the Department of Health and Human Services (DHHS) oversees the Maternal, Child and Adolescent Health (MCAH) program to help ensure that low-income young mothers and their children receive health care during pregnancy, after birth and into childhood. Providing young mothers and their children with early access to health care helps prevent future health problems. The MCAH program also provides education and information to mothers, such as the importance of breast feeding, the prevalence of obesity in today's children and the dangers associated with the development of diabetes.

DHHS has operated the MCAH program for over fourteen years and each year the California Department of Public Health (CDPH) requires DHHS to submit a funding application in order to receive funding to operate the MCAH program.

Prior Board Action

Approved FY23/24 on September 12, 2023

Approved FY22/23 on August 2, 2022

Approved FY21/22 on September 14, 2021

Fiscal Impact/Funding Source

This is a revenue funding application in the amount of $120,032.51. There is no impact to County General Fund.

Action for the Clerk

Please obtain the required signature of the Board Chair on the Agency Information Form attached and forward signed to Stephanie Rosas at DHHS Public Health for submission to CDPH.

ATTACHMENTS:

- 202406 2 Agency_Information_Form_FY_2024 (PDF)
- 202406 10 2024-25 Local MCAH SOW Final (DOCX)
- Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (PDF)

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
MATERNAL, CHILD AND ADOLESCENT HEALTH (MCAH) DIVISION

FUNDING AGREEMENT PERIOD
FY 2024-2025

AGENCY INFORMATION FORM

Agencies are required to submit an electronic and signed copy (original signatures only) of this form along with their Annual AFA Package.

Agencies are required to submit updated information when updates occur during the fiscal year. Updated submissions do not require certification signatures.

AGENCY IDENTIFICATION INFORMATION

Any program related information being sent from the CDPH MCAH Division will be directed to all Program Directors.

Please enter the agreement or contract number for each of the applicable programs

MCAH 202406 BIH _____ AFLP _____ PEI _____

Update Effective Date *(only required when submitting updates)* _____

Federal Employer ID#: 94-6000508

Complete Official Agency Name: Colusa County Health and Human Services

Business Office Address: 251 E. Webster St., Colusa CA 95932

Agency Phone: 530-458-0380

Agency Fax: 530-458-4136

Agency Website: https://www.countyofcolusa.org/26/Health-Human-Services

Attachment: 202406 2 Agency_Information_Form_FY_2024 (10083 : FY 2024-25 MCAH Funding Application)

AGREEMENT FUNDING APPLICATION
POLICY COMPLIANCE AND CERTIFICATION

Please enter the **agreement or contract** number for each of the applicable programs

MCAH 202406 BIH _____ AFLP _____ PEI _____

The undersigned hereby affirms that the statements contained in the Agreement Funding Application (AFA) are true and complete to the best of the applicant's knowledge.

I certify that these Maternal, Child and Adolescent Health (MCAH) programs will comply with all applicable provisions of Article 1, Chapter 1, Part 2, Division 106 of the Health, and Safety code (commencing with section 123225), Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000 and 142), and any applicable rules or regulations promulgated by CDPH pursuant to this article and these Chapters. I further certify that all MCAH related programs will comply with the most current MCAH Policies and Procedures Manual, including but not limited to, Administration, Federal Financial Participation (FFP) Section. I further certify that the MCAH related programs will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Service Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. section 701 et seq.). I further agree that the MCAH related programs may be subject to all sanctions, or other remedies applicable, if the MCAH related programs violate any of the above laws, regulations, and policies with which it has certified it will comply.

Official authorized to commit the Agency to an MCAH Agreement

Name (Print)	Title
Gary J. Evans	Board Chair
Original Signature	Date
	10/11/24

MCAH/AFLP Director

Name (Print)	Title
Stephanie Rosas, MPH	MCAH / CHVP Director
Original Signature	Date
	6/13/24

Attachment: 202406 2 Agency_Information_Form_FY_2024 (10083 : FY 2024-25 MCAH Funding Application)

MCAH Program

#	Contact	First Name	Last Name	Title	Address	Phone	Email Address	Program
1	AGENCY EXECUTIVE DIRECTOR	Elizabeth	Kelly	Director	251 E. Webster St., Colusa CA 95932	530-458-0205	Elizabeth.Kelly@countyofcolusa.com	MCAH
2	MCAH DIRECTOR	Stephanie	Rosas	Health Program Specialist	251 E. Webster St., Colusa CA 95932	530-458-0382	stephanie.rosas@countyofcolusa.com	MCAH
3	MCAH COORDINATOR (Only complete if different from #2)							MCAH
4	MCAH FISCAL CONTACT	Amy	Abney	Budget Specialist	251 E. Webster St., Colusa CA 95932	530-458-0294	amy.abney@countyofcolusa.com	MCAH
5	FISCAL OFFICER	Christine	Fusaro	Fiscal Officer	251 E. Webster St., Colusa CA 95932	530-458-0870	Christine.Fusaro@countyofcolusa.com	MCAH
6	CLERK OF THE BOARD or	Wendy	Tyler	Clerk of the Board	250 Fifth St., Colusa, CA 95932	530-458-0508	wtyler@countyofcolusa.com	MCAH
7	CHAIR BOARD OF SUPERVISORS	Gary	Evans	Chair Board of Supervisors	250 Fifth St., Colusa, CA 95932	530-458-0508	gevans@countyofcolusa.com	MCAH
8	OFFICIAL AUTHORIZED TO COMMIT AGENCY	Gary	Evans	Chair Board of Supervisors	250 Fifth St., Colusa, CA 95932	530-458-0508	gevans@countyofcolusa.com	MCAH
9	SUDDEN INFANT DEATH SYNDROME (SIDS) COORDINATOR/CONTACT	Stephanie	Rosas	Health Program Specialist	251 E. Webster St., Colusa CA 95932	530-458-0382	stephanie.rosas@countyofcolusa.com	SIDS
10	PERINATAL SERVICES COORDINATOR	Stephanie	Rosas	Health Program Specialist	251 E. Webster St., Colusa CA 95932	530-458-0382	stephanie.rosas@countyofcolusa.com	CPSP

Attachment: 202406 2 Agency_Information_Form_FY_2024 (10083 : FY 2024-25 MCAH Funding

BIH Program

#	Contact	First Name	Last Name	Title	Address	Phone	Email Address	Program
1	AGENCY EXECUTIVE DIRECTOR							BIH
2	BLACK INFANT HEALTH (BIH) COORDINATOR							BIH
3	BIH FISCAL CONTACT							BIH
4	FISCAL OFFICER							BIH
5	CLERK OF THE BOARD or							BIH
6	CHAIR BOARD OF SUPERVISORS							BIH
7	OFFICIAL AUTHORIZED TO COMMIT AGENCY							BIH

Attachment: 202406 2 Agency_Information_Form_FY_2024 (10083 : FY 2024-25 MCAH Funding

PEI

#	Contact	First Name	Last Name	Title	Address	Phone	Email Address	Program
1	AGENCY EXECUTIVE DIRECTOR							PEI
2	PERINATAL EQUITY INITIATIVE (PEI) COORDINATOR							PEI
3	PEI FISCAL CONTACT							PEI
4	FISCAL OFFICER							PEI
5	CLERK OF THE BOARD or							PEI
6	CHAIR BOARD OF SUPERVISORS							PEI
7	OFFICIAL AUTHORIZED TO COMMIT AGENCY							PEI

Attachment: 202406 2 Agency_Information_Form_FY_2024 (10083 : FY 2024-25 MCAH Funding

AFLP Program

#	Contact	First Name	Last Name	Title	Address	Phone	Email Address	Program
1	AGENCY EXECUTIVE DIRECTOR							AFLP
2	AFLP DIRECTOR							AFLP
3	AFLP COORDINATOR or SUPERVISOR/COORDINATOR							AFLP
4	AFLP FISCAL CONTACT							AFLP
5	FISCAL OFFICER							AFLP
6	CLERK OF THE BOARD or							AFLP
7	CHAIR BOARD OF SUPERVISORS							AFLP
8	OFFICIAL AUTHORIZED TO COMMIT AGENCY							AFLP

Attachment: 202406 2 Agency_Information_Form_FY_2024 (10083 : FY 2024-25 MCAH Funding

California Department of Public Health (CDPH)
Maternal, Child and Adolescent Health (MCAH) Division
Local MCAH Scope of Work (SOW)

The Local Health Jurisdiction (LHJ), in collaboration with the CDPH/MCAH Division, shall strive to develop systems that protect and improve the health of California's women of reproductive age, infants, children, adolescents and their families.

The development of the Local MCAH SOW was guided by several public health frameworks including the ones listed below. Please consider integrating these approaches when conceptualizing and organizing local program, policy, and evaluation efforts.

- The Ten Essential Services of Public Health and Toolkit
- The Spectrum of Prevention
- Life Course Perspective and Social Determinants of Health
- The Social-Ecological Model

All Title V programs must comply with the MCAH Fiscal Policy and Procedures Manual and the Local MCAH Program Policies and Procedures Manual.

Certification by MCAH Director:	Name: Stephanie Rosas Title: MCAH / CHVP Director Date: 6/13/2024 *I certify that I have reviewed and approved this Scope of Work.*

Note: The Title V Maternal and Child Health Block Grant provides core funding to California to improve the health of mothers and children. The Title V Block Grant is federally administered by the Health Resources and Services Administration.

CDPH/MCAH may post SOWs on the CDPH/MCAH website.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section A: General requirements and activities for all LHJs				
Aligns With	**General Requirement(s)**	**Required Local Activities**	**Time Frame**	**Deliverable Description**
CDPH/MCAH Requirement	Local MCAH Annual Report	**A1** Complete and submit an Annual Report each fiscal year to report on Scope of Work activities.	Annually, each fiscal year	The Annual Report will report on progress of program activities and the extent to which the LHJ met the SOW goals and deliverables and how funds were expended.
Title V Requirement	Toll-Free Line	**A2** Provide a toll-free telephone number or "no cost to the calling party" number (and other appropriate methods) which provides a current list of culturally and linguistically appropriate information and referrals to community health and human resources for the public regarding access to prenatal care.	Annually, each fiscal year	Include on Local MCAH budget during the AFA cycle. Report in Annual Report: • List toll-free telephone number
Title V Requirement	MCAH Website	**A3** Share link, if available, to the appropriate Local MCAH Title V Program website.	Annually, each fiscal year	Report in the Annual Report: • List the URL for the Local MCAH Title V program website
Title V/ CDPH/MCAH Requirement	Workforce Development and Training	**A4** Attend required trainings/meetings as outlined in the MCAH Program Policies and Procedures.	Annually, each fiscal year	Report attendance in Annual Report: • MCAH Directors' meeting(s) • SIDS Coordinators' meeting
CDPH/MCAH Requirement	MCAH Director	**A5** Maintain required MCAH Director position and recruit and retain qualified Title V program staff by as outlined in the MCAH Policies and Procedures.	Ongoing	The LHJ must submit a Local MCAH Director Verification form annually during the AFA process and resubmit with any changes.
CDPH/MCAH Requirement	Community Resource and Referral Guide	**A6** Develop a comprehensive MCAH resource and referral guide of available health, mental health, emergency resources, and social services.	By end of 2025	Report in Annual Report: • Submit/upload a copy or link to the existing resource and referral guide
CDPH/MCAH Requirement	Protocols	**A7** Develop and adopt protocols to ensure that MCAH clients are enrolled in health insurance, are linked to a provider and access preventive visits.	Annually, each fiscal year	Report on protocols in the Annual Report.
Title V Requirement	Conduct Local Needs Assessment	**A8** Conduct a Local Needs Assessment to acquire an accurate, thorough picture of the strengths and weaknesses of the local public health system.	Once in five-year cycle	Complete Local Needs Assessment deliverable documents provided by CDPH/MCAH.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section B: Domain specific requirements and activities				
CDPH/MCAH Requirement	Infant – Sudden Infant Death Syndrome/Sudden Unexpected Infant Death (SIDS/SUID)	**B1** **Required for Infant Domain - all LHJs** Provide SIDS/SUID grief and bereavement services and supports through home visits and/or mail resource packets to families suffering an infant loss.	Annually, each fiscal year	Report on SIDS/SUID services and supports in the Annual Report.
CDPH/MCAH Requirement	Infant – Sudden Infant Death Syndrome/Sudden Unexpected Infant Death (SIDS/SUID)	**B1.a.** Submit Public Health Services Report Form of a sudden, unexpected infant death to the CDPH/MCAH.	Annually, each fiscal year	
CDPH/MCAH Requirement	Infant – Safe Sleep	**B2** **Required for Infant Domain - all LHJs** Promote the latest AAP Safe Sleep guidance and implement Infant Safe Sleep Interventions to reduce the number of SUID related deaths.	Annually, each fiscal year	Report on safe sleep activities in the Annual Report.
CDPH/MCAH Requirement	Child Health - Developmental Screening	**B3** **Required for Child Domain - all LHJs** Partner with CDPH/MCAH to identify, review and monitor local developmental screening rates.	Annually, each fiscal year	Report on developmental screening activities in the Annual Report.
CDPH/MCAH Requirement	Child Health – Family Economic Supports	**B4** **Required for Child Domain - all LHJs** Link and refer families in MCAH programs to safety net and public health care programs such as Family Planning, Access, Care, and Treatment (PACT), Medi-Cal, and Denti-Cal.	Annually, each fiscal year	Report on family economic support activities in the Annual Report.
CDPH/MCAH Requirement	Children and Youth with Special Health Care needs (CYSHCN)	**B5** **Required for CYSHCN Domain - all LHJs** Link and refer children in families served by Local MCAH programs to services if results of a developmental or trauma screening indicates that the child needs follow-up.	Annually, each fiscal year	Report on screening and referral activities in the Annual Report.
CDPH/MCAH Requirement	Children and Youth with Special Health Care needs (CYSHCN)	**B6** **Required for CYSHCN Domain - all LHJs** Outreach to and connect with your local or regional family resource center to understand needs of CYSHCN and their families and the resources available to them. Get Connected - Family Resource Centers Network of California (frcnca.org)	Annually, each fiscal year	Report on outreach activities in the Annual Report.
CDPH/MCAH Requirement	Infant – Infant Mortality Reviews	**B7** **Required for funded LHJs only**	Annually, each fiscal year	Report on activities in the Annual Report.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

		LHJs funded for infant mortality reviews will implement activities in accordance with Local MCAH Program Policies and Procedures.		
CDPH/MCAH Requirement	Black Infant Health (BIH) Program	**B8** **Required for BIH funded LHJs only** LHJs funded for BIH will implement the BIH Program in accordance with BIH Policies and Procedures.	Annually, each fiscal year	Report on BIH activities in the Annual Report.
CDPH/MCAH Requirement	Adolescent Family Life Program (AFLP)	**B9** **Required for AFLP funded LHJs only** LHJs funded for AFLP will implement the AFLP Program in accordance with AFLP Policies and Procedures.	Annually, each fiscal year	Report on AFLP activities in the Annual Report.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section C: Local Activities by Domain

At least one activity must be selected or the LHJ must develop at least one activity of their own in the Women/Maternal Health Domain

Women/Maternal Health Domain	
Women/Maternal Priority Need: Ensure women in California are healthy before, during and after pregnancy. *Women/Maternal Focus Area 1: Reduce the impact of chronic conditions related to maternal mortality.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 1:** Well-woman visit (Percent of women with a preventive medical visit in the past year). **ESM 1.1**: Percent of local health jurisdictions that have adopted a protocol to ensure that all persons in MCAH Programs are referred for enrollment in health insurance and complete a preventive visit.
Women/Maternal State Objective 1: By 2025, reduce the rate of pregnancy-related deaths (up to 1 year after the end of pregnancy) from 18.6 deaths per 100,000 live births (2020 CA-PMSS) to 12.2 deaths per 100,000 live births.	
Women/Maternal State Objective 1: Strategy 1: Lead surveillance and investigations of pregnancy-related deaths (up to 1 year after the end of pregnancy) in California.	**Women/Maternal State Objective 1: Strategy 2:** Partner to translate findings from pregnancy-related mortality investigations into recommendations for action to improve maternal health and perinatal clinical practices.
Local Activities for Women/Maternal Objective 1: Strategy 1:	**Local Activities for Women/Maternal Objective 1: Strategy 2:**
w 1.1.1 ☐Partner with CDPH/MCAH on dissemination of data findings, guidance, and education to the general public and local partners, including perinatal obstetric providers. **What is your anticipated outcome?**	**w 1.2.1** ☐ Partner with CDPH/MCAH on dissemination and translation of recommendations to improve maternal health and perinatal clinical practices, including quality improvement toolkits to reduce disparities. **What is your anticipated outcome?**
w 1.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 1.2.2** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Women/Maternal Health Domain	
Priority Need: Ensure women in California are healthy before, during and after pregnancy. *Women/Maternal Focus Area 2: Reduce the impact of chronic conditions related to maternal morbidity.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 1:** Well-woman visit (Percent of women with a preventive medical visit in the past year). **ESM:** The number of Local Health Jurisdictions (LHJs) that report developing or adopting a protocol to link clients (women 22-44) to a provider to access a preventive visit. (Objective 4)

Women/Maternal State Objective 2: By 2025, reduce the rate of severe maternal morbidity from 110.5 per 10,000 delivery hospitalizations (2021 PDD) to 88.8 per 10,000 delivery hospitalizations.		
Women/Maternal State Objective 2: Strategy 1: Lead surveillance and research related to maternal morbidity in California.	**Women/Maternal State Objective 2: Strategy 2:** Lead statewide regionalization of maternal care to ensure women receive appropriate care for childbirth.	**Women/Maternal State Objective 2: Strategy 3:** Partner to strengthen knowledge and skill among health care providers and individuals on chronic conditions exacerbated during pregnancy.
Local Activities for Women/Maternal Objective 2: Strategy 1	**Local Activities for Women/Maternal Objective 2: Strategy 2**	**Local Activities for Women/Maternal Objective 2: Strategy 3**
w 2.1.1 ☐Partner with CDPH/MCAH on dissemination of data findings, guidance, and education to the general public and local partners. **What is your anticipated outcome?**	**w 2.2.1** ☐Partner with local Regional Perinatal Programs of California (RPPC) Director to understand efforts to establish Perinatal Levels of Care and quality improvement efforts. **What is your anticipated outcome?**	**w 2.3.1** ☐Partner with CDPH/MCAH to pilot test educational materials addressing chronic health conditions during pregnancy and disseminate to consumers and providers. **What is your anticipated outcome?**
w 2.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 2.2.2** ☐ Perinatal Service Coordinator (PSC) will collaborate with Women Infant Children (WIC), RPPC, CDPH/MCAH, Medi-Cal, and other key partners to ensure integration of resources and a coordinated delivery system for women during and after pregnancy. **What is your anticipated outcome?**	**w 2.3.2** ☐ For Black Infant Health (BIH) funded sites only, disseminate culturally responsive materials to inform Black women on chronic health conditions. **What is your anticipated outcome?**

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

w 2.1.3	w 2.2.3	w 2.3.3
☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Woman/Maternal Health Domain		
Priority Need: Ensure women in California are healthy before, during and after pregnancy. *Women/Maternal Focus Area 3: Improve mental health for all mothers in California.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 1:** Well-woman visit (Percent of women with a preventive medical visit in the past year). **ESM:** The number of Local Health Jurisdictions (LHJs) that report developing or adopting a protocol to link clients (women 22-44) to a provider to access a preventive visit. (Objective 4)	
Women/Maternal State Objective 3: By 2025, increase the receipt of mental health services among women who reported needing help for emotional well-being or mental health concerns during the perinatal period from 54.2% (2021 MIHA) to 56.9%.		
Women/Maternal State Objective 3: Strategy 1: Partner with state and local programs to disseminate information and resources to reduce mental health conditions in the perinatal period.	**Women/Maternal State Objective 3: Strategy 2:** Partner to strengthen knowledge and skill among health care providers, individuals, and families to identify signs of maternal mental health-related needs.	**Women/Maternal State Objective 3: Strategy 3:** Partner to ensure pregnant and parenting women are screened and referred to mental health services during the perinatal period.
Local Activities for Women/Maternal Objective 3: Strategy 1	**Local Activities for Women/Maternal Objective 3: Strategy 2**	**Local Activities for Women/Maternal Objective 3: Strategy 3**
w 3.1.1 ☐Partner with local programs responsible for the provision of mental health services and early intervention programs to promote mental health services in the perinatal period. **What is your anticipated outcome?**	**w 3.2.1** ☐ Perinatal Service Coordinators (PSCs) will ensure providers, local health plans, and other partners in their communities are aware of mental health requirements at roundtable discussions or through other communications. **What is your anticipated outcome?**	**w 3.3.1** ☐Implement and utilize standardized and validated mental health screening tools for pregnant and parenting women in MCAH programs. **What is your anticipated outcome?**
w 3.1.2 ☐Partner with local mental health service providers to improve referral and linkages to mental health services**.** **What is your anticipated outcome?**	**w 3.2.2** ☐Partner with local Mental Health Services Act (MHSA)/Prop. 63 funded programs to increase available services to women during perinatal period. **What is your anticipated outcome?**	**w 3.3.2** ☐Lead the development of a county maternal mental health algorithm that outlines a referral system and the services available to address maternal mental health and identify systems gaps. **What is your anticipated outcome?**

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

w 3.1.3 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 3.2.3** ☒Partner with CDPH/MCAH to disseminate mental health promotional messages that educate women and families to recognize early signs and symptoms of mental health disorders. **What is your anticipated outcome?** Improve knowledge and importance of women's mental health among women, families, and other support systems in the county. Reducing stigma of mental health disorders through knowledge will increase the likelihood of women utilizing mental health resources before during and after pregnancy.	**w 3.3.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**
w 3.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 3.2.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 3.3.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Woman/Maternal Health Domain			
Priority Need: Ensure women in California are healthy before, during and after pregnancy. *Women/Maternal Focus Area 4: Ensure optimal health before pregnancy and improve pregnancy planning and birth spacing.*			
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 1:** Well-woman visit (Percent of women with a preventive medical visit in the past year). **ESM:** The number of Local Health Jurisdictions (LHJs) that report developing or adopting a protocol to link clients (women 22-44) to a provider to access a preventive visit. (Objective 4)		
Women/Maternal State Objective 4: By 2025, increase the percent of women who had an optimal interpregnancy interval of at least 18 months from 73.1% (2021 CCMBF) to 76.4%.			
Women/Maternal State Objective 4: Strategy 1: Partner to increase provider and individual knowledge and skill to improve health and health care before and between pregnancies.	**Women/Maternal State Objective 4: Strategy 2:** Lead a population-based assessment of mothers in California, the Maternal and Infant Health Assessment Survey (MIHA), to provide data to guide programs and services.	**Women/Maternal State Objective 4: Strategy 3:** Lead efforts to improve local perinatal health systems utilizing morbidity and mortality data and implement evidence-based interventions to improve the health of pregnant individuals and their infants.	**Women/Maternal State Objective 4: Strategy 4:** Fund the DHCS Indian Health Program (IHP) to administer the American Indian Maternal Support Services (AIMSS) to provide case management and home visitation program services for American Indian women during and after pregnancy.
Local Activities for Women/Maternal Objective 4: Strategy 1	**Local Activities for Women/Maternal Objective 4: Strategy 2**	**Local Activities for Women/Maternal Objective 4: Strategy 3**	**No Local Activities**
w 4.1.1 ☐Partner with CDPH/MCAH to disseminate and promote best practices and resources from key preconception initiatives. **What is your anticipated outcome?**		**w 4.3.1** ☐Partner with Perinatal Service Coordinators (PSCs) to identify barriers in access to care in medically underserved areas and collaborate with local health plans to reduce barriers. **What is your anticipated outcome?**	
w 4.1.2 ☐Coordinate with CDPH/MCAH to identify uninsured populations and conduct outreach and awareness of health insurance options. **What is your anticipated outcome?**	**w 4.2.2** ☐Partner with CDPH/MCAH to disseminate MIHA data findings and guidance to the public and local partners. **What is your anticipated outcome?**	**w 4.3.2** ☐ Outreach coordination to underserved populations and provide information and education on topics to improve health outcomes for parents, infants, and their families (e.g., social media, resource fairs). **What is your anticipated outcome?**	

w 4.1.3 ☐Partner with CDPH/MCAH to promote preconception/inter-conception health programs. **What is your anticipated outcome?**	**w 4.2.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 4.3.3** ☐ Monitor the health status of the MCAH population including disparities and social determinants of health and work with local leadership to address identified issues. **What is your anticipated outcome?**	
w 4.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 4.2.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 4.3.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Woman/Maternal Health Domain	
Priority Need: Ensure women in California are healthy before, during and after pregnancy. *Women/Maternal Focus Area 5: Reduce maternal substance use.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 1:** Well-woman visit (Percent of women with preventive medical visit in the a past year). **ESM:** The number of Local Health Jurisdictions (LHJs) that report developing or adopting a protocol to link clients (women 22-44) to a provider to access a preventive visit. (Objective 4)
Women/Maternal State Objective 5: By 2025, reduce the rate of maternal substance use from 20.8 per 1,000 delivery hospitalizations (2021 PDD) to 19.7 per 1,000 delivery hospitalizations.	
Women/Maternal State Objective 5: Strategy 1: Lead research and surveillance on maternal substance use in California.	**Women/Maternal State Objective 5: Strategy 2:** Partner at the state and local level to increase prevention and treatment of maternal opioid and other substance use.
Local Activities for Women/Maternal Objective 5: Strategy 1	**Local Activities for Women/Maternal Objective 5: Strategy 2**
w 5.1.1 ☐Coordinate with CDPH/MCAH to disseminate data findings, guidance, and education to the general public and local partners. **What is your anticipated outcome?**	**w 5.2.1** ☐Identify county specific resources on treatment and best practices to address substance use and collaborate to improve referral and linkages to services. **What is your anticipated outcome?**
w 5.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**w 5.2.2** ☒Other local activity (Please Specify/Optional): Disseminate the Association of State and Territorial Health Officials (ASTHO) Public Health Perinatal Opioid Toolkit. **What is your anticipated outcome?** Decrease stigma and increase the likelihood of women seeking treatment for opioid use before, during and after pregnancy by increasing knowledge among the community.

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section C: Local Activities by Domain

At least one activity must be selected or the LHJ must develop at least one activity of their own in the Perinatal/Infant Health Domain

Perinatal/Infant Health Domain			
Perinatal/Infant Priority Need: Ensure all infants are born healthy and thrive in their first year of life. *Perinatal/Infant Focus Area 1: Improve healthy infant development through breastfeeding.* *Perinatal/Infant Focus Area 2: Improve healthy infant development through caregiver/infant bonding.*			
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 4a**: Percent of infants who are ever breastfed. **NPM 4b:** Percent of infants breastfed exclusively through 6 months. **ESM 4.1:** Number of online views/hits to the "Lactation Support for Low-Wage Workers". **SPM 1:** Preterm birth rate among infants born to non-Hispanic Black women.		
Perinatal/Infant State Objective 1: By 2025, increase the percent of women who report exclusive in-hospital breastfeeding from 69.2% (2021 GDSP) to 72.5%.			
Perinatal/Infant State Objective 1: Strategy 1: Lead surveillance of breastfeeding practices and assessment of initiation and duration trends.	**Perinatal/Infant State Objective 1: Strategy 2:** Lead technical assistance and training to support breastfeeding initiation, including the implementation of the Model Hospital Policy or Baby Friendly in all California birthing hospitals by 2025.	**Perinatal/Infant State Objective 1: Strategy 3:** Partner to develop and disseminate information and resources about policies and best practices to promote breastfeeding duration, including lactation accommodation within all MCAH programs.	**Perinatal/Infant State Objective 1: Strategy 4:** Partner with birthing hospitals to support caregiver/infant bonding.
Local Activities for Perinatal/Infant Objective 1: Strategy 1	**Local Activities for Perinatal/Infant Objective 1: Strategy 2**	**Local Activities for Perinatal/Infant Objective 1: Strategy 3**	**Local Activities for Perinatal/Infant Objective 1: Strategy 4**
p 1.1.1 ☐Monitor and track breastfeeding initiation and duration rates and disseminate data to community and local partners. **What is your anticipated outcome?**	**p 1.2.1** ☒Promote breastfeeding education to prenatal women in local MCAH programs. **What is your anticipated outcome?** Provide breastfeeding and nutritional education and support to mothers to increase healthy diets while breastfeeding.	**p 1.3.1** ☐Partner to develop and disseminate information and resources about policies and best practices to promote extending breastfeeding duration, including lactation accommodation within local MCAH programs. **What is your anticipated outcome?**	**p 1.4.1** ☐Partner with Regional Perinatal Program of California (RPPC) Directors to work with local birthing hospitals on messaging related to infant bonding with an emphasis on a client-centered approach. **What is your anticipated outcome?**

p 1.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.2.2** ☐Partner to disseminate information to the community regarding evidence-based breastfeeding initiation guidance. **What is your anticipated outcome?**	**p 1.3.2** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.4.2** ☐Partner with community leaders to promote infant bonding, skin to skin training and outreach activities to dads, partners, and caretakers. **What is your anticipated outcome?**
p 1.1.3 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.2.3** ☐Partner with Regional Perinatal Programs of California (RPPC) Directors to track and assess implementation and technical assistance needs of birthing hospitals related to the implementation of Model Hospital Policy or Baby Friendly. **What is your anticipated outcome?**	**p 1.3.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.4.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**
p 1.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.2.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.3.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 1.4.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Perinatal/Infant Health Domain		
Perinatal/Infant Priority Need: Reduce infant mortality with a focus on eliminating disparities. *Perinatal/Infant Focus Area 3: Reduce Black Infant Mortality.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 4a:** Percent of infants who are ever breastfed **NPM 4b:** Percent of infants breastfed exclusively through 6 months **ESM 4.1:** Number of online views to the "Lactation Support for Low-Wage Workers Report" **SPM 1:** Preterm birth rate among infants born to non-Hispanic Black women.	
Perinatal/Infant State Objective 2: By 2025, reduce the rate of infant deaths from 4.1 per 1,000 live births (2021 BSMF/DSMF) to 4.0. **Note: Even though the objective has been surpassed, California has chosen to keep the target at the same level (4.0) for now because this might have been a statistical fluctuation and we want to ascertain if it is an actual stable trend.*		
Perinatal/Infant State Objective 2: Strategy 1: Lead research and surveillance related to fetal and infant mortality in California.	**Perinatal/Infant State Objective 2: Strategy 2:** Lead planning and development of evidence-based practices and lesson learned for reducing infant mortality rates.	**Perinatal/Infant State Objective 2: Strategy 3:** Lead the California SIDS Program to provide grief and bereavement support to parents, technical assistance, resources, and training on infant safe sleep to reduce infant mortality.
Local Activities for Perinatal/Infant Objective 2: Strategy 1	**No Local Activities**	**Local Activities for Perinatal/Infant Objective 2: Strategy 3**
p 2.1.1 ☐ Monitor and track fetal and infant mortality utilizing the National Fatality Review-Case Reporting System (NFR-CRS) and disseminate data to community and local partners. **What is your anticipated outcome?**	**p 2.2.1** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 2.3.1** ☒Promote and disseminate information and resources related to SIDS/SUID risk factors and reduction strategies. **What is your anticipated outcome?** Increased dissemination of information and resources related to SIDS/SUID risk factors and reduction strategies via printed educational materials and social media.
p 2.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		**p 2.3.2** ☒Disseminate Safe to Sleep® campaign and Safe Sleep strategies that address SIDS and other sleep-related causes of infant death. **What is your anticipated outcome?** Safe to Sleep campaign, which includes a social media messaging and the distribution of Pack 'N Plays to low-income families, will decrease SIDS/SUID risk factors.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

p 2.1.3 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		**p 2.3.3** ☐Partner with Regional Perinatal Programs of California (RPPC) to work with birthing hospitals to disseminate Sudden Infant Death Syndrome/Sudden Unexpected Infant Death (SIDS/SUID) risk reduction information to parents or guardians of newborns upon discharge. **What is your anticipated outcome?**
p 2.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		**p 2.3.4** ☐Partner with local childcare licensing, birthing facilities, clinics, Women Infant Children (WIC) sites, and medical providers to provide SIDS/SUID and Safe Sleep education. **What is your anticipated outcome?**
p 2.1.5 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		**p 2.3.5** ☐ Provide SIDS/SUID grief and bereavement services and supports through home visits and/or mail resource packets to families suffering an infant loss. **What is your anticipated outcome?**
		p 2.3.6 ☐Other local activity (Please Specify/Optional):

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

		What is your anticipated outcome?

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Perinatal/Infant Health Domain			
Perinatal/Infant Priority Need: Reduce infant mortality with a focus on eliminating disparities. *Perinatal/Infant Focus Area 4: Reduce preterm births.*			
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)		**NPM 4a:** Percent of infants who are ever breastfed **NPM 4b:** Percent of infants breastfed exclusively through 6 months **ESM 4.1:** Number of online views to the "Lactation Support for Low-Wage Workers Report" **SPM 1:** Preterm birth rate among infants born to non-Hispanic Black women.	
Perinatal/Infant State Objective 3: By 2025, reduce the percentage of preterm births from 9.1% (2021 BSMF) to 8.4%.			
Perinatal/Infant State Objective 3: Strategy 1: Lead research and surveillance on disparities in preterm birth rates in California.	**Perinatal/Infant State Objective 3: Strategy 2:** Lead the implementation of the Black Infant Health (BIH) Program to reduce the impact of stress due to structural racism to improve Black birth outcomes.	**Perinatal/Infant State Objective 3: Strategy 3:** Lead the implementation of the state general fund effort, Perinatal Equity Initiative (PEI), to support local initiatives to support birthing populations of color.	**Perinatal/Infant State Objective 3: Strategy 4:** Lead the development and dissemination of preterm birth reduction strategies across California.
Local Activities for Perinatal/Infant Objective 3: Strategy 1	**Local Activities for Perinatal/Infant Objective 3: Strategy 2**	**Local Activities for Perinatal/Infant Objective 3: Strategy 3**	**Local Activities for Perinatal/Infant Objective 3: Strategy 4**
p 3.1.1 ☐Monitor and track local preterm birth rates and disseminate data to community and local partners. **What is your anticipated outcome?**	**p 3.2.1** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.3.1** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.4.1** ☐Partner with local birthing hospitals, and community stakeholders to disseminate social media campaigns about preterm birth reduction strategies. **What is your anticipated outcome?**

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Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

p 3.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.2.2** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.3.2** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.4.2** ☒Develop and disseminate preterm birth reduction materials and resources to the community and agencies providing services to moms and babies. **What is your anticipated outcome?** Decrease the amount of preterm births in the community by increasing knowledge of preterm birth and reducing rate of the preterm births through awareness and education.
p 3.1.3 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.2.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.3.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**p 3.4.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section C: Local Activities by Domain

At least one activity must be selected or the LHJ must develop at least one activity of their own in the Child Health Domain

Child Health Domain			
Child Priority Need: Optimize the healthy development of all children so they can flourish and reach their full potential. *Child Focus Area 1: Expand and support developmental screening.*			
(National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 6:** Percentage of children, ages 9 through 35 months, who received a developmental screening using a parent-completed screening tool in the past year. **ESM 6.1**: Percent of children enrolled in CHVP with at least one developmental screen using a validated instrument within AAP-defined age range (10 months, 18 months, or 24 months' time points) during the reporting period.		
Child State Objective 1: By 2025, increase the percentage of children (ages 9 through 35 months) who received a developmental screening from a health care provider using a parent-completed screening tool in the past year from 25.2% (NSCH 2022) to 32.4%. *Please note: We are waiting for the incoming NSCH oversample before updating this target.			
Child State Objective 1: Strategy 1: Partner to build data capacity for public health surveillance and program monitoring and evaluation related to developmental screening in California.	**Child State Objective 1: Strategy 2:** Partner to improve early childhood systems to support early developmental health and family well-being.	**Child State Objective 1: Strategy 3:** Partner to educate and build capacity among providers and families to understand developmental milestones and implement best practices in developmental screening and monitoring within MCAH programs.	**Child State Objective 1: Strategy 4:** Support implementation of Department of Health Care Services (DHCS) policies regarding child health and well-being, including developmental screening.
No Local Activities	**Local Activities for Child Objective 1: Strategy 2**	**Local Activities for Child Objective 1: Strategy 3**	**Local Activities for Child Objective 1: Strategy 4**
	ch 1.2.1 ☐ Partner with local stakeholders and partners, such as the local First 5 program, Help Me Grow system (if available in your jurisdiction), or Home Visiting Community Advisory Board to identify key local resources for developmental screening/linkage. **What is your anticipated outcome?**	**ch 1.3.1** ☒ Partner with early childhood and family-serving programs (including CHVP, AFLP, BIH) to assess current policies and practices on developmental screening and monitoring developmental milestones and determine whether additional monitoring or screening should be incorporated into the programs. **What is your anticipated outcome?** Collaborate with Colusa Home Visiting Program, Colusa First 5 and other organizations to increase	**ch 1.4.1** ☐Build capacity by partnering with local Medi-Cal managed care health plans to educate and share information with providers about Medi-Cal developmental screening reimbursement and quality measures. **What is your anticipated outcome?**

		developmental screenings and early referrals to early intervention services.	
	ch 1.2.2 ☐Lead the development of a community resource map that links referrals to services. **What is your anticipated outcome?**	**ch 1.3.2** ☒Partner with providers to educate families in MCAH programs about specific milestones and developmental screening needs. **What is your anticipated outcome?** Collaborate with Colusa Home Visiting Program, Colusa First 5 to increase distribution of educational information that increase awareness about specific milestones and developmental screening needs.	**ch 1.4.2** ☐Track County Medi-Cal managed care health plan developmental screening data. **What is your anticipated outcome?**
	ch 1.2.3 ☒ Implement a social media campaign or other outreach to educate families on the importance of well-child and other preventive health visits. **What is your anticipated outcome?** Increase the number of children seen for well-child visits and/or developmental screenings by bringing awareness to families and communities regarding the importance of well-child visits and/or developmental screenings.	**ch 1.3.3** ☐Partner with Help Me Grow (HMG) and other key partners to educate providers and families about developmental screening recommendations and tools. **What is your anticipated outcome?**	**ch 1.4.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**
	ch 1.2.4 ☐Other local activity (Please Specify/Optional):	**ch 1.3.4**	**ch 1.4.4** ☐Other local activity (Please Specify/Optional):

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

	What is your anticipated outcome?	☐Partner with Women Infant Children (WIC) to disseminate developmental milestone information, educational resources, and tools. **What is your anticipated outcome?**	**What is your anticipated outcome?**
	ch 1.2.5 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**ch 1.3.5** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**ch 1.4.5** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Child Health Domain		
Child Priority Need: Optimize the healthy development of all children so they can flourish and reach their full potential. *Child Focus Area 2: Raise awareness of adverse childhood experiences and prevent toxic stress through building resilience.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 6:** Percentage of children, ages 9 through 35 months, who received a developmental screening using a parent-completed screening tool in the past year. **ESM 6.1**: Percent of children enrolled in CHVP with at least one developmental screen using a validated instrument within AAP-defined age range (10 months, 18 months, or 24 months' time points) during the reporting period.	
Child State Objective 2: By 2025, increase the percentage of children (ages 0 - 17 years) who live in a home where the family demonstrated qualities of resilience (i.e., met all four resilience items as identified in the NSCH survey) during difficult times from 85.1% (NSCH 2022) to 84.5%.		
Child State Objective 2: Strategy 1: Partner with CDPH Essentials for Childhood and other stakeholders to build data capacity to track and understand experiences of adversity and resilience among children and families.	**Child State Objective 2: Strategy 2:** Partner to build capacity and expand programs and practices to build family resiliency by optimizing the parent-child relationship, enhancing parenting skills, and addressing child poverty through increasing access to safety net programs within MCAH-funded programs.	**Child State Objective 2: Strategy 3:** Support the California Office of the Surgeon General and DHCS' ACEs Aware initiative to build capacity among communities, providers, and families to understand the impact of childhood adversity and the importance of trauma-informed care.
Local Activities for Child Objective 2: Strategy 1	**Local Activities for Child Objective 2: Strategy 2**	**Local Activities for Child Objective 2: Strategy 3**
ch 2.1.1 ☐Identify and examine local county data sources for childhood adversity, childhood poverty, and social determinants of health affecting child health and family resilience. **What is your anticipated outcome?**	**ch 2.2.1** ☐ Assess current MCAH program practices to promote healthy, safe, stable, and nurturing parent-child relationships within MCAH programs. **What is your anticipated outcome?**	**ch 2.3.1** ☐ Participate and promote within local county agencies the Surgeon General's ACEs trainings. **What is your anticipated outcome?**
ch 2.1.2 ☐ Identify opportunities to expand data collection on key child adversity and family resilience measures. **What is your anticipated outcome?**	**ch 2.2.2** ☐ Research and share information on statewide initiatives that address social determinants of health and strengthen economic supports for families. **What is your anticipated outcome?**	**ch 2.3.2** ☐ Share information to support the Surgeon General and DHCS' efforts on trauma screening and training for health care providers. **What is your anticipated outcome?**

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

ch 2.1.3	ch 2.2.3	ch 2.3.3
☒Other local activity (Please Specify/Optional): Collaborate with First 5 Colusa to provide child passenger safety education and distribute safety equipment to children at high risk for passenger injury. **What is your anticipated outcome?** Families will receive education and technical assistant on child passenger safety. Child passenger seats will be installed correctly and safer than arrived at a MCAH car seat checkup event, class or individual appointment.	☐Incorporate policies and practices to strengthen economic supports, including improving access to safety net programs, for families within MCAH programs. **What is your anticipated outcome?**	☒ Identify resources and training opportunities locally on ACEs and trauma-informed care for local programs. **What is your anticipated outcome?** Increase the knowledge and access to learning opportunities regarding Adverse Childhood Experiences (ACEs) aware and trauma informed care trainings for local programs therefore increasing the likelihood of local programs seeking out and utilizing training that will ultimately optimize the healthy development in the community.

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Child Health Domain	
Child Priority Need: Optimize the healthy development of all children so they can flourish and reach their full potential. *Child Focus Area 3: Support and build partnerships to improve the physical health of all children.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 6:** Percentage of children, ages 9 through 35 months, who received a developmental screening using a parent-completed screening tool in the past year. **ESM 6.1**: Percent of children enrolled in CHVP with at least one developmental screen using a validated instrument within AAP-defined age range (10 months, 18 months, or 24 months' time points) during the reporting period.
Child State Objective 3: By 2025, increase the percentage of children (ages 1 - 17 years) who had a preventive dental visit in the past year from 81.1% (NSCH 2022) to 82.6%.	
Child State Objective 3: Strategy 1: Support the CDPH Office of Oral Health in their efforts to increase access to regular preventive dental visits for children by sharing information with MCAH programs.	
Local Activities for Child Objective 3: Strategy 1	
ch 3.1.1 ☒Other local activity (Please Specify/Optional): Collaborate with Colusa County's Oral Health Program to increase awareness on the importance of regular preventive dental visits though the distribution of educational information and oral hygiene tools. **What is your anticipated outcome?** Increased knowledge of child oral health, preventive dental visits, and access to oral hygiene tools.	

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Child Health Domain	
Child Priority Need: Optimize the healthy development of all children so they can flourish and reach their full potential. *Child Focus Area 3: Support and build partnerships to improve the physical health of all children.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 6:** Percentage of children, ages 9 through 35 months, who received a developmental screening using a parent-completed screening tool in the past year. **ESM 6.1**: Percent of children enrolled in CHVP with at least one developmental screen using a validated instrument within AAP-defined age range (10 months, 18 months, or 24 months' time points) during the reporting period.
Child State Objective 4: By 2025, decrease the percentage of fifth grade students who are overweight or obese from 41.3% (2019) to 39.3%.	
Child State Objective 4: Strategy 1: Partner to enable the reporting of data on childhood overweight and obesity in California.	**Child State Objective 4: Strategy 2:** Partner with WIC and others to provide technical assistance to local MCAH programs to support healthy eating and physically active lifestyles for families.
Local Activities for Child Objective 4: Strategy 1	**Local Activities for Child Objective 4: Strategy 2**
ch 4.1.1 ☐ Contingent upon CDPH/MCAH procuring sub-State-level data on child overweight and obesity, utilize guidance to inform local-level prevention initiatives. **What is your anticipated outcome?**	**ch 4.2.1** ☐ Partner with local WIC, local Center for Healthy Communities Programs and Initiatives, local Education initiatives, and local CDPH/MCAH programs and initiatives, stakeholders, and partners to identify resources and best practices and tools on healthy eating and share with families in MCAH programs. **What is your anticipated outcome?**
ch 4.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**ch 4.2.2** ☐Partner with Women Infant Children (WIC), and other local programs to refer and link eligible families to WIC and other healthy food resources. **What is your anticipated outcome?**
ch 4.1.3 ☐Other local activity (Please Specify/Optional):	**ch 4.2.3** ☐Partner with CDPH/MCAH to utilize the Policies, Systems, and Environmental Change Toolkit to improve physical activity, nutrition, and breastfeeding within the local health jurisdiction.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

What is your anticipated outcome?	**What is your anticipated outcome?**
ch 4.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**ch 4.2.4** ☒ Share the child MyPlates and related messaging with families and providers to promote healthy eating in children. **What is your anticipated outcome?** Collaboration with SNAP-Ed and WIC to increase distribution of MyPlates and educational materials to pregnant moms and families with children that promote healthy eating in children.
ch 4.1.5 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**ch 4.2.5** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Child Health Domain	
Child Priority Need: Optimize the healthy development of all children so they can flourish and reach their full potential. *Child Focus Area 3: Support and build partnerships to improve the physical health of all children.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 17:** Medical home. **ESM 17.1**: Percent of children enrolled in home visiting who received the last recommended visit based on the American Academy of Pediatrics (AAP) schedule.
Child State Objective 5: By 2025, increase the percentage of children (ages 1 – 17 years) who had a preventive medical visit in the past year from 70.0% (NSCH 2022) to TBD%	

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Child State Objective 5: Strategy 1: Support local MCAH programs in ensuring children and their families have access to preventive and primary medical care.	**Child State Objective 5: Strategy 2:** Partner to build data capacity and program monitoring and evaluation to evaluate availability and access of regular, routine medical care for children and families in California.
Local Activities for Child Objective 4: Strategy 1	**Local Activities for Child Objective 4: Strategy 2**
ch 5.1.1 ☐ Link and refer families in MCAH programs to safety net and public health care programs such as Family Planning, Access, Care, and Treatment (PACT), Medi-Cal, and Denti-Cal. **What is your anticipated outcome?**	No Local Activities
ch 5.1.2 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section C: Local Activities by Domain

At least one activity must be selected or the LHJ must develop at least one activity of their own in the CYSHCN Health Domain

Children and Youth with Special Health Care Needs (CYSHCN) Domain		
CYSHCN Priority Need 1: Make systems of care easier to navigate for CYSHCN and their families. *CYSHCN Focus Area 1: Build capacity at the state and local levels to improve systems that serve CYSHCN and their families.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 12:** Percent of adolescents with and without special health care needs who receive services necessary to make transitions to adult health care. **ESM 12.1:** Number of Local MCAH programs that implement a Scope of Work objective focused on CYSHCN public health systems.	
CYSHCN State Objective 1: By 2025, maintain the number of Local MCAH programs (44) that chose to implement a Scope of Work objective focused on CYSHCN public health systems and services.		
CYSHCN State Objective 1: Strategy 1: Lead state and local MCAH capacity-building efforts to improve and expand public health systems and services for CYSHCN.	**CYSHCN State Objective 1: Strategy 2:** Lead program outreach and assessment within State MCAH to ensure best practices for serving CYSHCN are integrated into all MCAH programs.	**CYSHCN State Objective 1: Strategy 3:** Partner to build data capacity to understand needs and health disparities in the CYSHCN population.
Local Activities for CYSHCN Objective 1: Strategy 1	**Local Activities for CYSHCN Objective 1: Strategy 2**	**No Local Activities**
cy 1.1.1 ☐ Conduct an environmental scan focused on CYSHCN and their families, which could include strengths, opportunities, needs, gaps, and resources available in your county or region. **What is your anticipated outcome?**	**cy 1.2.1** ☒ Create or update a resource guide or diagram to help families, providers, and organizations understand the landscape of available local resources for CYSHCN. **What is your anticipated outcome?** MCAH, CHVP, healthcare providers, and Community-based Organizations will use CYSHCN resources guide as a tool to educate families of local resources for CYSHCN. Families with CYSCHN will be able to request supportive services from agencies listed on resources guide.	
cy 1.1.2 ☐Improve coordination of emergency preparedness and disaster relief support for CYSHCN and their families.	**cy 1.2.2** ☐Other local activity (Please Specify/Optional):	

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

What is your anticipated outcome?	**What is your anticipated outcome?**	
cy 1.1.3 ☐Conduct a local data/evaluation project focused on CYSHCN. **What is your anticipated outcome?**	**cy 1.2.3** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	
cy 1.1.4 ☐Create or join a public health taskforce focused on the needs of CYSHCN in your county or region. **What is your anticipated outcome?**	**cy 1.2.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	
cy 1.1.5 ☐Partner with your county CCS program to improve connections and referrals between CCS and Local MCAH. **What is your anticipated outcome?**	**cy 1.2.5** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Children and Youth with Special Health Care Needs (CYSHCN) Domain		
CYSHCN Priority Need 1: Make systems of care easier to navigate for CYSHCN and their families. CYSHCN Focus Area 2: Increase access to coordinated primary and specialty care for CYSHCN.		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 12:** Percent of adolescents with and without special health care needs who receive services necessary to make transitions to adult health care **ESM 12.1:** Number of Local MCAH programs that implement a Scope of Work objective focused on CYSHCN public health systems	
CYSHCN State Objective 2: By 2025, increase the percent of adolescents with special health care needs (ages 12 – 17) who received services necessary to make transitions to adult health care from 18.4% to 20.2%. (NSCH 2016-20)		
CYSHCN State Objective 2: Strategy 1: Partner on identifying and incorporating best practices to ensure that CYSHCN and their families receive support for a successful transition to adult health care.	**CYSHCN State Objective 2: Strategy 2:** Fund DHCS/ISCD to assist CCS counties in providing necessary care coordination and case management to CCS clients to facilitate timely and effective access to care and appropriate community resources.	**CYSHCN State Objective 2: Strategy 3:** Fund DHCS/ISCD to increase timely access to qualified providers for CCS clients to facilitate coordinated care.
Local Activities for CYSHCN Objective 2: Strategy 1	**No Local Activities**	**No Local Activities**
cy 2.1.1 ☐Conduct an environmental scan in your county and/or region to understand needs, strengths, barriers, and opportunities in the transition to adult health care, supports, and services for youth with special health care needs. **What is your anticipated outcome?**		
cy 2.1.2 ☐Develop a communication and/or outreach campaign focused on transition from pediatric care to adult health care, including supports and services for youth with special health care needs. **What is your anticipated outcome?**		

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

cy 2.1.3 ☐Create/join a local learning collaborative or workgroup focused on the transition to adult health care and supports and services for youth with special health care needs. **What is your anticipated outcome?**		
cy 2.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Children and Youth with Special Health Care Needs (CYSHCN) Domain		
CYSHCN Priority Need 2: Increase engagement and build resilience among CYSHCN and their families. *CYSHCN Focus Area 3: Empower and support CYSHCN, families, and family-serving organizations to participate in health program planning and implementation.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 12:** Percent of adolescents with and without special health care needs who receive services necessary to make transitions to adult health care. **ESM 12.1:** Number of Local MCAH programs that implement a Scope of Work objective focused on CYSHCN public health systems.	
CYSHCN State Objective 3: By 2025, maintain the number of local MCAH programs (17) that chose to implement a Scope of Work objective focused on family engagement, social/community inclusion, and/or family strengthening for CYSHCN.		
CYSHCN State Objective 3: Strategy 1: Partner to train and engage CYSHCN and families to improve CYSHCN-serving systems through input and involvement in state and local MCAH program design, implementation, and evaluation.	**CYSHCN State Objective 3: Strategy 2:** Fund DHCS/ISCD to support continued family engagement in CCS program improvement, including the Whole Child Model, to assist families of CYSHCN in navigating services.	**CYSHCN State Objective 3: Strategy 3:** Support statewide and local efforts to increase resilience among CYSHCN and their families.
Local Activities for CYSHCN Objective 3: Strategy 1	**No Local Activities**	**Local Activities for CYSHCN Objective 3: Strategy 3**
cy 3.1.1 ☐ Collaborate with a local Family Resource Center or other CYSHCN-serving community organization to develop a training for LHJ staff on best practices for working with families of CYSHCN. **What is your anticipated outcome?**		**cy 3.3.1** ☐ Implement a project focused on mental health for parents/caregivers of CYSHCN (examples: connecting families in the NICU to home visiting or other Local MCAH programs, provider outreach to integrate maternal mental health screening into NICU follow-up visits or other pediatric specialty visits). **What is your anticipated outcome?**

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

cy 3.1.2 ☐ Provide training to a local Family Resource Center or other CYSHCN-serving community organization on how to access Local MCAH programs and resources. **What is your anticipated outcome?**		**cy 3.3.2** ☐ Implement a project focused on social and community inclusion for CYSHCN and their families (examples: creating a youth with special health care needs advisory group to improve community inclusion, partner with Parks and Rec or other non-traditional partners to make public spaces and events more inclusive). **What is your anticipated outcome?**
cy 3.1.3 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		**cy 3.3.3** ☐ Partner with child welfare to address health needs (including mental health) of children and youth in foster care. **What is your anticipated outcome?**
cy 3.1.4 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**		**cy 3.3.4** ☐ Integrate trauma-informed and resilience-building practices specific to CYSHCN and their families into local MCAH programs. **What is your anticipated outcome?**

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

cy 3.1.5 ☐Other (Please Specify/Optional): **What is your anticipated outcome?**		**cy 3.3.5** ☐Other (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Section C: Local Activities by Domain

At least one activity must be selected or the LHJ must develop at least one activity of their own in the Adolescent Health Domain

Adolescent Domain		
Adolescent Priority Need 1: Enhance strengths, skills and supports to promote positive development and ensure youth are healthy and thrive. *Adolescent Focus Area 1: Improve sexual and reproductive health and well-being for all adolescents in California.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 10:** Percent of adolescents, ages 12 through 17, with a preventive medical visit in the past year. **ESM 10.1:** Percent of AFLP participants who received a referral for preventive services.	
Adolescent State Objective 1: By 2025, increase the proportion of sexually active adolescents who use condoms and/or hormonal or intrauterine contraception to prevent pregnancy and provide barrier protection against sexually transmitted diseases as measured by: • percent of sexually active adolescents who used a condom at last sexual intercourse from 55% to 58% • percent of sexually active adolescents who used the most effective or moderately effective methods of FDA-approved contraception from 23% to 25%.		
Adolescent State Objective 1: Strategy 1: Lead surveillance and program monitoring and evaluation related to adolescent sexual and reproductive health.	**Adolescent State Objective 1: Strategy 2:** Lead to strengthen knowledge and skills to increase use of protective sexual health practices within CDPH/MCAH-funded programs.	**Adolescent State Objective 1: Strategy 3:** Partner across state and local health and education systems to implement effective comprehensive sexual health education in California.
Local Activities for Adolescent Objective 1: Strategy 1	**Local Activities for Adolescent Objective 1: Strategy 2**	**Local Activities for Adolescent Objective 1: Strategy 3**
a 1.1.1 ☐Utilize California Adolescent Sexual Health Needs Index (CASHNI) to target adolescent sexual health programs and efforts to youth facing the greatest inequities in health and social outcomes. **What is your anticipated outcome?**	**a 1.2.1** ☐For non-AFLP funded county agencies, partner with local AFLP agencies and/or other community partners to promote healthy sexual behaviors and healthy relationships among expectant and parenting youth. **What is your anticipated outcome?**	**a 1.3.1** ☐ For non- ASH Ed funded county agencies, partner with local ASH Ed funded agencies and/or other community partners to ensure local implementation of sexual health education that is aligned with the California Healthy Youth Act (CHYA) to young people facing the greatest inequities in health and social outcomes. **What is your anticipated outcome?**

a 1.1.2 ☐Utilize and disseminate California's Adolescent Birth Rate (ABR) data report to the public and local partners. **What is your anticipated outcome?**	**a 1.2.2** ☐ Build capacity of local MCAH workforce to promote protective adolescent sexual health practices by disseminating information, resources, and training opportunities. **What is your anticipated outcome?**	**a 1.3.2** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**
a 1.1.3 ☐Other (Please Specify/Optional): **What is your anticipated outcome?**	**a 1.2.3** ☒Other local activity (Please Specify/Optional): Complete a social media campaign on Safe Sex Practices targeted at youth and their families. **What is your anticipated outcome?** Increase knowledge of safe sex practices through awareness.	**a 1.3.3** ☐Other (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Adolescent Domain	
Adolescent Priority Need: Enhance strengths, skills and supports to promote positive development and ensure youth are healthy and thrive. *Adolescent Focus Area 2: Improve awareness of and access to youth-friendly services for all adolescents in California.*	
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 10:** Percent of adolescents, ages 12 through 17, with a preventive medical visit in the past year. **ESM 10.1:** Percent of AFLP participants who received a referral for preventive services.
Adolescent State Objective 2: By 2025, increase the percent of adolescents 12 -17 with a preventive medical visit in the past year from 59.8% (NSCH 2020-2021) to 83.8%.	
Adolescent State Objective 2: Strategy 1: Lead to develop and implement best practices in CDPH/MCAH funded programs to support youth with accessing youth-friendly preventative care, sexual and reproductive health care, and mental health care.	**Adolescent State Objective 2: Strategy 2:** Partner to increase the quality of preventive care for adolescents in California.
Local Activities for Adolescent Objective 2: Strategy 1	**Local Activities for Adolescent Objective 2: Strategy 2**
a 2.1.1 ☐Implement evidence-based screening tools or evidence-informed assessments to connect adolescents in Local MCAH programs to needed services. **What is your anticipated outcome?**	**a 2.2.1** ☐ Partner with CDPH/MCAH to disseminate tools and resources to improve the quality and accessibility of adolescent health care in their communities. **What is your anticipated outcome?**
a 2.1.2 ☐Lead the development of a community resources map that links referrals to services for young people. **What is your anticipated outcome?**	**a 2.2.2** ☐Other (Please Specify/Optional): **What is your anticipated outcome?**
a 2.1.3 ☐Partner to disseminate adolescent preventive care recommendations to improve the quality of adolescent health services.	**a 2.2.3** ☐Other local activity (Please Specify/Optional):

What is your anticipated outcome?	What is your anticipated outcome?
a 2.1.4 ☐Implement referrals to youth-friendly preventive care, mental health care, and sexual and reproductive health care, including the California's Family Planning, Access, Care and Treatment program. **What is your anticipated outcome?**	**a 2.2.4** ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

Adolescent Domain		
Priority Need: Enhance strengths, skills and supports to promote positive development and ensure youth are healthy and thrive. *Adolescent Focus Area 3: Improve social, emotional, and mental health and build resilience among all adolescents in California.*		
Performance Measures (National/State Performance Measures and Evidence-Based Strategy Measure)	**NPM 10:** Percent of adolescents, ages 12 through 17, with a preventive medical visit in the past year. **ESM 10.1:** Percent of AFLP participants who received a referral for preventive services.	
Adolescent State Objective 3: By 2025, increase the percent of adolescents aged 12-17 who have an adult in their lives with whom they can talk to about serious problems from 76.7% (NSDUH 2018-2019) to 79.7%.		
Adolescent State Objective 3: Strategy 1: Lead to strengthen resilience among expectant and parenting adolescents to improve health, social, and educational outcomes.	**Adolescent State Objective 3: Strategy 2:** Partner to identify opportunities to build protective factors for adolescents at the individual, community, and systems levels.	**Adolescent State Objective 3: Strategy 3:** Partner to strengthen knowledge and skills among providers, individuals, and families to identify signs of distress and mental health related needs among adolescents.
Local Activities for Adolescent Objective 3: Strategy 1	**Local Activities for Adolescent Objective 3: Strategy 2**	**Local Activities for Adolescent Objective 3: Strategy 3**
a 3.1.1 ☐Partner with CDPH/MCAH to utilize evidence-based tools and resources, such as the Positive Youth Development (PYD) Model, to build youth resiliency to improve health, social, and educational outcomes among expectant and parenting youth. **What is your anticipated outcome?**	**a 3.2.1** ☐ Conduct a Positive Youth Development (PYD) Organizational Assessment to build agency capacity to engage and promote youth leadership and youth development. **What is your anticipated outcome?**	**a 3.3.1** ☐Identify local needs and assets relating to adolescent mental health. **What is your anticipated outcome?**
a 3.1.2 ☐Lead or participate on an Adolescent Family Life Program's (AFLP) Local Stakeholder Coalition (if AFLP exists in the county). **What is your anticipated outcome?**	**a 3.2.2** ☐Establish or join a local youth advisory board to incorporate youth voice and feedback into local MCAH health programs and initiatives. **What is your anticipated outcome?**	**a 3.3.2** ☐Partner with or join local adolescent health coalitions and co-develop a plan to improve adolescent mental health and well-being. **What is your anticipated outcome?**

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

a 3.1.3 ☐Other local activity (Please Specify/Optional): **What is your anticipated outcome?**	**a 3.2.3** ☐Partner with local community agencies to understand and promote efforts to improve youth engagement and leadership opportunities. **What is your anticipated outcome?**	**a 3.3.3** ☐ Partner to disseminate training opportunities and resources related to adolescent mental health and well-being. **What is your anticipated outcome?**
a 3.1.4 ☐Other (Please Specify/Optional): **What is your anticipated outcome?**	**a 3.2.4** ☐Other (Please Specify/Optional): **What is your anticipated outcome?**	**a 3.3.4** ☐Other (Please Specify/Optional): **What is your anticipated outcome?**

If you have additional local activities, please add a row.

Attachment: 202406 10 2024-25 Local MCAH SOW Final (10083 : FY 2024-25 MCAH Funding Application)

California Department of Public Health CDPH Maternal, Child and Adolescent Health Division

GUIDE

Version 7.0 - 150 Quarterly 4.20.20

BUDGET | INVOICES | BUDGET REVISIONS | SUBK | SHORTCUTS | FILE NAME

This guide is intended to provide basic instructions for completing the Block Grant budget/invoice template.
If you need additional assistance please contact your Contract Manager.

All data entry fields are shaded yellow.

To ensure that all steps are completed, it is recommended that you click on step 1 and move the cursor down as you complete each step below:

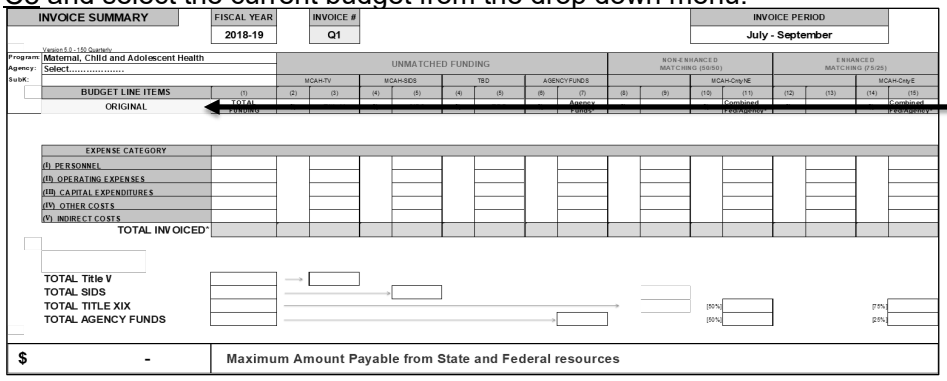
ORIGINAL BUDGET

1. In cell C4, select the applicable program budget from the drop down menu.
2. In cell C5, select your Agency from the drop down menu.
3. In cell C6, enter the name of the subcontract (if applicable).
   You may need to change the view settings and zoom out in order to see the remaining steps clearly.
4. In cell H9, the current allocation for Title V will automatically populate.
   You can access the current fiscal year allocation tables by using the following weblink: MCAH Fiscal Documents
5. In cell J9, the current allocation will automatically populate depending on the selected program (SIDS for MCAH, SGF for BIH, or OAH for AFLP).
6. In the Personnel Detail section enter the full name, title or classification, FTE, and annual salary for all staff. For agencies drawing down Title XIX, you can use time study averages from prior years to complete the matchable columns (8, 10, 12, & 14) for Personnel. Enter the average Fringe Benefit Rate that will be applied to all staff in cell E126.
7. In the Operating Expense Detail section enter all operating expense data for each applicable program. Please note, column 10 will automatically calculate your maximum matchable percentage once the personnel section has been completed. However, for non-matchable items, make sure to delete the formula.
8. In the Capital Expenditures Detail section enter the total for any capital expenditures ($5,000+).
9. In the Other Costs Detail section, enter the budget totals for any subcontracts or other charges. You must use a new template for each subcontract. The total funding and percentages from row 17 of the Subcontract Original Budget must be copied and pasted into the Subcontract section of the Agency's Original Budget. Please note, column 10 will automatically calculate your maximum matchable percentage once the personnel section has been completed. Make sure to remove the formula for all non-matchable items.
10. In the Indirect Costs Detail section, the agency's indirect cost rate that was approved by CDPH will autopopulate with the maximum rate approved by CDPH. A lower rate if justified is allowable. The ICR will be capped at no more than 25% of Personnel (salary and benefits) Costs or 15% of total allowable direct costs.
11. Click on the (I) Justification worksheet and enter the Program (column K), MCF Type (column L), MCF% (column M) and justifications for each personnel line item. If you are claiming a MCF higher than the Base MCF you must meet the MCF Requirements.
12. Click on the (II-V) Justifications worksheet and enter justifications for Operating Expenses, Capital Expenditures, and Other Costs.
13. Click on the Original Budget worksheet. Make sure the balances in row 18 are less than $0.01.
14. Save the file using the File Name formats.

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

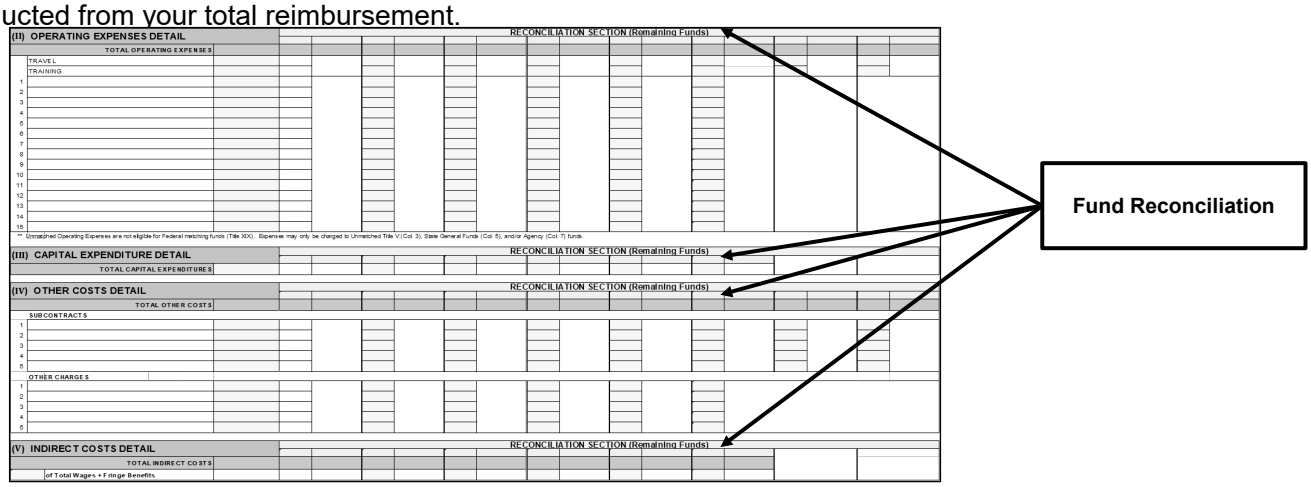
INVOICES

The template automatically populates the operating and personnel line items from the "ACTIVE" budget and displays them in the current invoice. It is important that you indicate which budget the invoice is being paid from in order to display the correct line items in the personnel and operating expense sections. To update, click on cell C8 and select the current budget from the drop down menu.



Invoice Fund Reconciliation

Invoices are now tracking fund balances in the "RECONCILIATION SECTION" above each major expense category. The fund reconciliation section shows the remaining balance of each funding source up to the current invoice only. Keep in mind, if there are any negatives in the fund reconciliation section they will automatically be deducted from your total reimbursement.

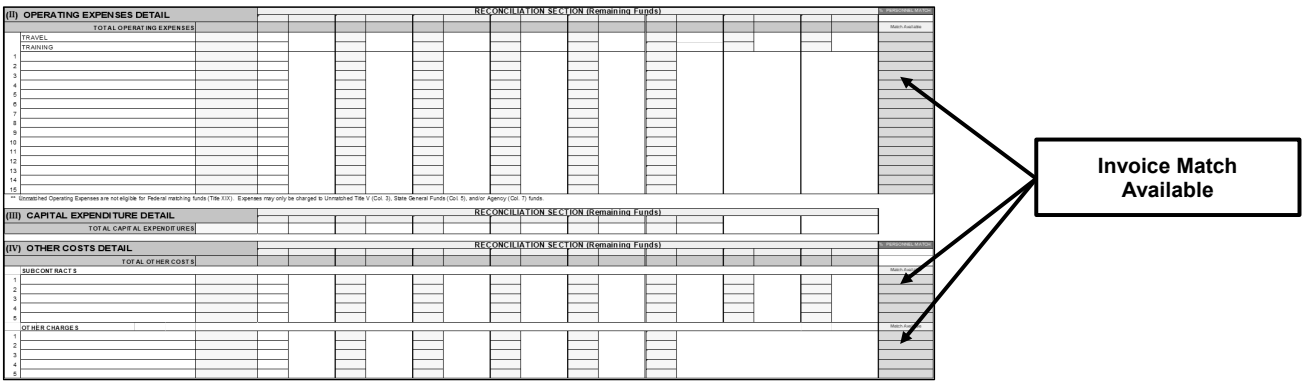


GA

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

Invoice Match Available

Located on the right side of the Operating Expenses Detail Page and the Other Costs Detail Page is the Match Available section. Only line items that were budgeted in the Enhanced and Non-Enhanced columns of the Active budget can be invoiced in the Enhanced and Non-Enhanced columns. If a line item has not been budgeted in the matchable columns but is being invoiced in the matchable columns, the cell will turn orange and the word "CHECK" will appear in the Match Available column. Please be sure to make any corrections, if necessary.



Personnel Match Validation

Only line items that were budgeted in the Enhanced and Non-Enhanced columns of the Active budget can be invoiced in the Enhanced and Non-Enhanced columns. If a line item in the Personnel section has **not** been budgeted in the matchable columns but is being invoiced in the matchable columns, the cell will turn orange. Please be sure to make any corrections, if necessary.

Title XIX Cover Sheets (New)

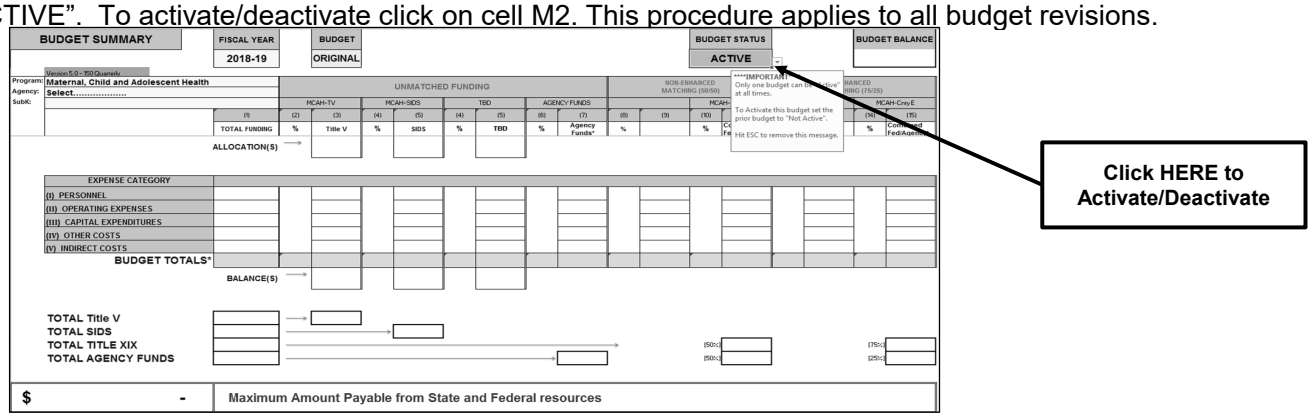
The template automatically populates the TXIX Cover Sheets for every invoice (Q1, Q2, Q3, Q4, and S1). Please print, sign and include the TXIX Cover Sheet in your invoice package.

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

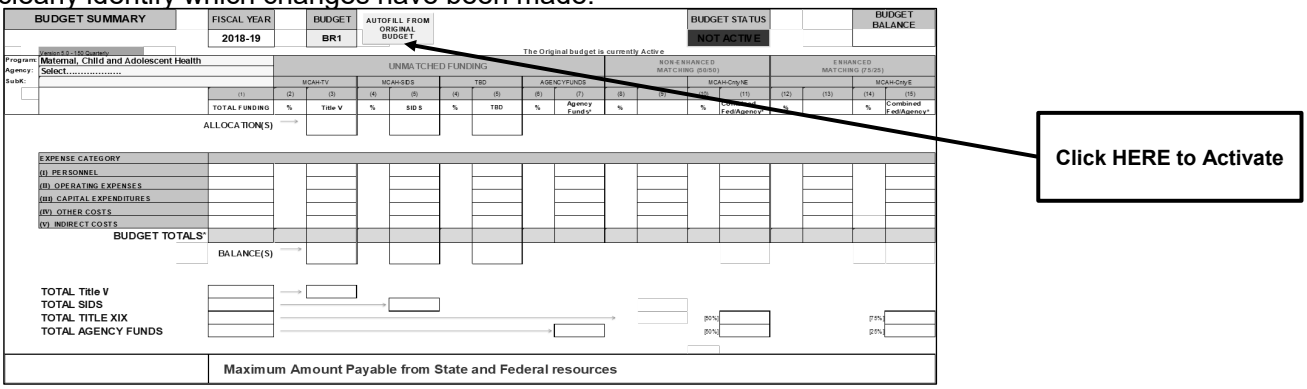
BUDGET REVISIONS

This template provides a maximum of three possible budget revisions. The values of the BR1, BR2, and BR3 sheets are identical to the ORIGINAL BUDGET. **Be sure to overwrite the values on the budget revision sheets only. Do not change any prior approved budgets in order to retain audit history.**

The template keeps track of the budget revisions by indicating "ACTIVE" or "NON-ACTIVE" on each budget sheet. The ORIGINAL BUDGET is currently the "ACTIVE" budget and should you need a budget revision, you will need to change the ORIGINAL BUDGET to "NON-ACTIVE" before you can make the budget revision (BR1) "ACTIVE". To activate/deactivate click on cell M2. This procedure applies to all budget revisions.



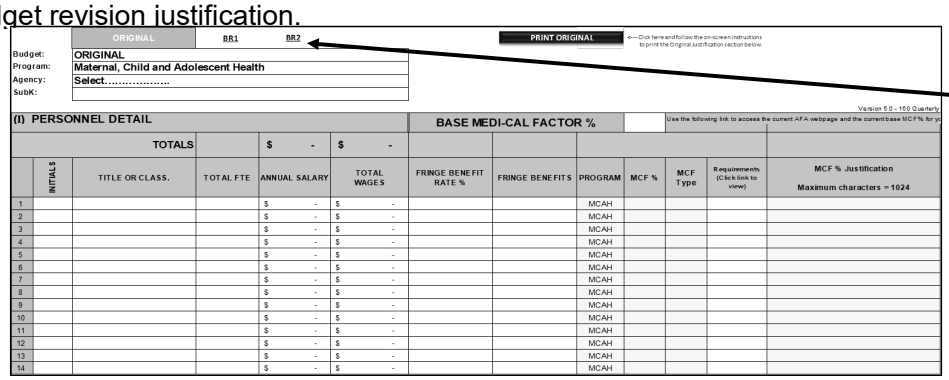
The Autofill Button at the top, middle of the page can be clicked to copy the values from the previously active budget. Change amounts as needed for each section. The cells changed will turn blue and **bold** the print. This will clearly identify which changes have been made.



Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

Budget Revision Hyperlinks

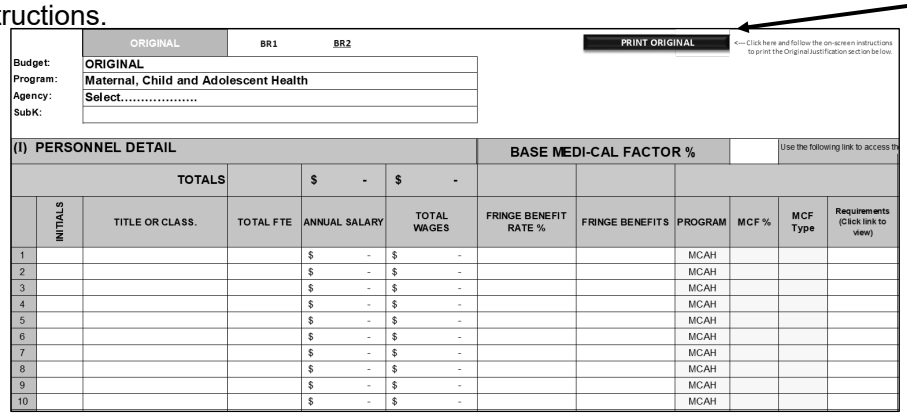
At the top of each justification sheet, you will find hyperlinks for BR1, BR2, and BR3. The hyperlinks allow you to easily access the justification section for each budget revision. The justification sheets will clearly indicate "ACTIVE" or "NOT ACTIVE" depending on the activated budget. For your convenience, the initial values on the budget revisions will be identical. Any changes to the budget revision justifications will carry over to the next budget revision justification.



Budget Revision Hyperlinks

Set Print Area

Each justification sheet contains three budget revision sections. In order to print the correct justification for each budget revision you must change the print area . To do this click on the "PRINT" button and follow the on-screen instructions.



SUBK - SUBCONTRACTS

For agencies that have subcontracts, you will need to use a new template to keep track of the budget and invoices. Be sure to indicate the name of the SubK in cell C6 on the Original Budget sheet.
Once the budget has been developed, you must transfer the percentages and total funding amount from Row 17 of the SubK Original Budget sheet to the Agency Original Budget sheet in the Subcontract section.

IMPORTANT: Be sure to copy and paste the values from the SubK budget into the Agency budget. Be sure to use the Paste Special function to prevent the formatting from being changed.
The totals will not be accurate if you hard type the percentages.

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

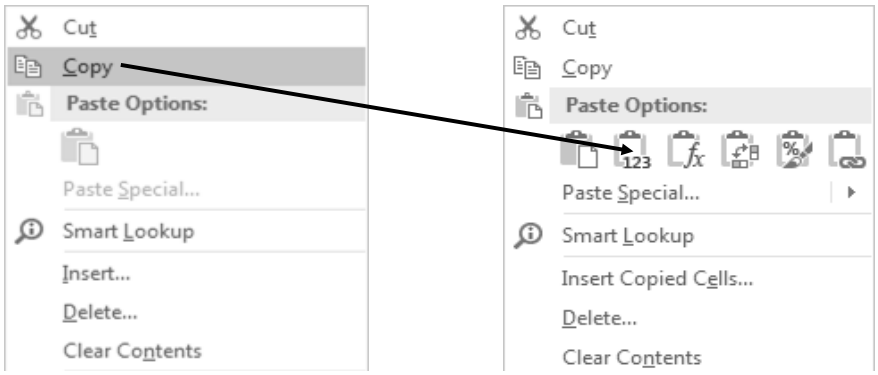
SHORTCUTS

AutoFill Function

To copy data from one cell down to another without changing the format, use the right mouse button and click on the small square in the bottom right corner of the first cell, then drag down to the next cell. Finally, release the button and choose 'Fill Without Formatting'.

Paste Special Instructions

To copy data from cell to another without changing the format, right click on the first cell(s) and choose copy. Now click and/or highlight the cell(s) you would like to paste into. With your cursor on the highlighted cell(s) right click and choose 'Paste Special'. Make sure to choose 'Values' from the list of choices.



FILE NAME

Please use the following file name formats when saving this template:

Counties

[Agreement #] [Program] [Budget/Invoice] [Date]
*Examples: 201801 MCAH Q1 070118
201801 MCAH BR1 070118

CBOs

[Contract #] [FY] [Program] [Amendment/Invoice] [Date]
*Example: 17-10023 FY17-18 AFLP Q2 070118
17-10023 FY17-18 AFLP A01 070118

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

BUDGET SUMMARY

FISCAL YEAR	BUDGET	BUDGET STATUS	BUDGET BALANCE
2024-25	ORIGINAL	ACTIVE	0.00

Version 7.0 - 150 Quarterly 4.20.20

Program: Maternal, Child and Adolescent Health (MCAH)
Agency: 202406 Colusa
SubK:

		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
ALLOCATION(S) →			77,015.00		3,000.00										#VALUE!
EXPENSE CATEGORY															
(I) PERSONNEL	117,255.60		52,231.19		2,540.48		2,462.90		0.00		58,601.52		0.00		1,419.51
(II) OPERATING EXPENSES	11,130.81		6,832.38		0.00		0.00		0.00		4,298.43		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	6,155.00		3,643.32		459.52		2,052.15		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	29,313.90		14,308.11		0.00		0.00		0.00		15,005.79		0.00		0.00
BUDGET TOTALS*	163,855.31	47.00%	77,015.00	1.83%	3,000.00	2.76%	4,515.05	0.00%	0.00	47.55%	77,905.74	0.00%	0.00	0.87%	1,419.51
BALANCE(S) →			0.00		0.00										

TOTAL MCAH-TV	77,015.00	→	77,015.00												
TOTAL MCAH-SIDS	3,000.00	→		→	3,000.00										
TOTAL OAH	0.00	→		→		→									
TOTAL TITLE XIX	40,017.51	→		→		→			0.00	[50%]	38,952.88		0.00	[75%]	1,064.63
TOTAL AGENCY FUNDS	43,822.79	→		→		→	4,515.05			[50%]	38,952.86			[25%]	354.88

$ 120,032.51 — **Maximum Amount Payable from State and Federal resources**

WE CERTIFY THAT THIS BUDGET HAS BEEN CONSTRUCTED IN COMPLIANCE WITH ALL MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH/PROJECT DIRECTOR'S SIGNATURE _____ DATE _____

AGENCY FISCAL AGENT'S SIGNATURE _____ DATE _____

* These amounts contain local revenue submitted for information and matching purposes. MCAH does not reimburse Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT	MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E
PCA Codes	53107		53112						53118				53117
(I) PERSONNEL	52,231.19		2,540.48				0.00		29,300.76		0.00		1,064.63
(II) OPERATING EXPENSES	6,832.38		0.00				0.00		2,149.22		0.00		0.00
(III) CAPITAL EXPENSES	0.00		0.00				0.00		0.00		0.00		0.00
(IV) OTHER COSTS	3,643.32		459.52				0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	14,308.11		0.00				0.00		7,502.90		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
Agency:	202406 Colusa														
SubK:		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
Totals for PCA Codes	120,032.51		77,015.00		3,000.00				0.00		38,952.88		0.00		1,064.63

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

			UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
			MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
		TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
(II) OPERATING EXPENSES DETAIL											% TRAVEL NON-ENH MATCH				% TRAVEL ENH MATCH		% PERSONNE
											40.84%				0.00%		50.96
	TOTAL OPERATING EXPENSES	**11,130.81**		**6,832.38**		**0.00**		**0.00**		**0.00**		**4,298.43**		**0.00**		**0.00**	Match Ave
	TRAVEL	1,500.00	62.49%	937.35		0.00		0.00		0.00	37.51%	562.65		0.00		0.00	**3.33**
	TRAINING	2,513.30	49.04%	1,232.52		0.00		0.00		0.00	50.96%	1,280.78		0.00		0.00	**0.00**
1	COMMUNICATIONS	917.51	49.04%	449.95		0.00		0.00		0.00	50.96%	467.56					**0.00**
2	INSURANCE	400.00	49.04%	196.16		0.00		0.00		0.00	50.96%	203.84					**0.00**
3	MAINTENANCE OF EQUIPMENT	1,100.00	49.04%	539.44		0.00		0.00		0.00	50.96%	560.56					**0.00**
4	MAINTENANCE OF BUILDING AND GROUNDS	400.00	49.04%	196.16		0.00		0.00		0.00	50.96%	203.84					**0.00**
5	OFFICE AND POSTAGE EXPENSES	1,000.00	49.04%	490.40		0.00		0.00		0.00	50.96%	509.60					**0.00**
6	TOLL FREE	300.00	100.00%	300.00		0.00		0.00		0.00		0.00					**50.96**
7	UTILITIES	1,000.00	49.04%	490.40		0.00		0.00		0.00	50.96%	509.60					**0.00**
8	MEMBERSHIPS	2,000.00	100.00%	2,000.00		0.00		0.00		0.00		0.00					**50.96**
9				0.00		0.00		0.00		0.00		0.00					
10				0.00		0.00		0.00		0.00		0.00					
11				0.00		0.00		0.00		0.00		0.00					
12				0.00		0.00		0.00		0.00		0.00					
13				0.00		0.00		0.00		0.00		0.00					
14				0.00		0.00		0.00		0.00		0.00					
15				0.00		0.00		0.00		0.00		0.00					

** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL																	
	TOTAL CAPITAL EXPENDITURES			0.00		0.00		0.00		0.00		0.00					
(IV) OTHER COSTS DETAIL																	% PERSONNEL
																	50.96
	TOTAL OTHER COSTS	**6,155.00**		**3,643.32**		**459.52**		**2,052.15**		**0.00**		**0.00**		**0.00**		**0.00**	
	SUBCONTRACTS																
1	Health Officer - Dr Delgado	2,000.00	100.00%	2,000.00		0.00		0.00		0.00		0.00		0.00		0.00	
2				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
3				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
4				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
5				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
6				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
7				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
8				0.00		0.00		0.00		0.00		0.00		0.00		0.00	
	OTHER CHARGES																Match Ave
	AGENCY'S TOTAL INDIRECT COSTS																
	AGENCY'S OTHER INDIRECT COSTS			0.00				0.00			0.00%						Match Av
1	CLIENT MATERIALS	2,955.00	39.53%	1,168.02	11.08%	327.51	49.39%	1,459.47		0.00		0.00					**50.96**
2	EDUCATIONAL MATERIALS	1,200.00	39.61%	475.30	11.00%	132.02	49.39%	592.68		0.00		0.00					**50.96**
3				0.00		0.00		0.00		0.00		0.00					
4				0.00		0.00		0.00		0.00		0.00					
5				0.00		0.00		0.00		0.00		0.00					
6				0.00		0.00		0.00		0.00		0.00					
7				0.00		0.00		0.00		0.00		0.00					
8				0.00		0.00		0.00		0.00		0.00					
(V) INDIRECT COSTS DETAIL																	
	TOTAL INDIRECT COSTS	**29,313.90**		**14,308.11**		**0.00**		**0.00**		**0.00**		**15,005.79**					
25.00%									0.00%	0.00	51.19%	15,005.26					
25.00%	**of Total Wages + Fringe Benefits**	29,313.90	48.81%	14,308.11		0.00		0.00		0.00	51.19%	15,005.79					

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

(I) PERSONNEL DETAIL

						UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
				TOTAL PERSONNEL COSTS	117,255.60		52,231.19		2,540.48		2,462.90		0.00		58,601.52		0.00		1,419.51	
			FRINGE BENEFIT RATE	65.00%	46,191.60		20,575.92		1,000.80		970.23		0.00		23,085.45		0.00		559.20	
				TOTAL WAGES	71,064.00		31,655.27		1,539.69		1,492.67		0.00		35,516.07		0.00		860.31	
	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	% FTE	ANNUAL SALARY	TOTAL WAGES															J-Pers MCF Per Staff
1	Stephanie Rosas-Romero	MCH Director	44.00%	78,693.00	34,625.00	37.99%	13,153.71		0.00	4.31%	1,492.67		0.00	57.70%	19,978.63		0.00		0.00	57.70%
2	Vacant	Nursing Supervisor	1.32%	112,933.00	1,491.00	42.30%	630.69		0.00		0.00		0.00		0.00		0.00	57.70%	860.31	57.70%
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	24.00%	78,693.00	18,886.00	51.10%	9,650.75		0.00		0.00		0.00	48.90%	9,235.25		0.00		0.00	57.70%
4	Stephanie Rosas-Romero	SIDS Coordinator	4.00%	78,693.00	3,148.00	51.09%	1,608.31	48.91%	1,539.69		0.00		0.00		0.00		0.00		0.00	57.70%
5	Patricia Gross	Public Health Assistant	19.00%	53,389.00	10,144.00	51.20%	5,193.73		0.00		0.00		0.00	48.80%	4,950.27		0.00		0.00	57.70%
6	Consuelo Lopez	Public Health Assistant	5.00%	55,392.00	2,770.00	51.19%	1,418.08		0.00		0.00		0.00	48.81%	1,351.92		0.00		0.00	57.70%
7					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
8					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
9					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
10					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
11					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
12					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
13					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
14					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
15					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
16					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
17					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
18					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
19					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
20					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
21					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
22					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
23					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
24					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
25					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
26					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
27					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
28					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
29					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
30					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
31					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
32					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
33					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
34					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
35					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
36					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
37					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
38					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
39					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
40					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
41					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
42					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
43					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
44					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
45					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
46					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
47					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
48					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
49					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
50					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
51					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
52					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
53					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
54					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
55					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
56					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
57					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

						UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
58					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
59					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
60					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
61					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
62					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
63					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
64					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
65					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
66					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
67					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
68					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
69					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
70					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
71					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
72					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
73					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
74					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
75					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
76					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
77					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
78					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
79					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
80					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
81					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
82					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
83					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
84					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
85					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
86					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
87					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
88					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
89					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
90					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
91					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
92					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
93					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
94					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
95					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
96					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
97					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
98					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
99					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
100					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
101					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
102					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
103					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
104					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
105					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
106					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
107					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
108					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
109					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
110					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
111					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
112					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
113					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
114					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
115					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
116					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
117					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
118					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
119					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
120					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
121					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
122					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
123					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
Agency:	202406 Colusa	MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
SubK:		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
		TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
124		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
125		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
126		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
127		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
128		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
129		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
130		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
131		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
132		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
133		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
134		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
135		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
136		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
137		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
138		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
139		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
140		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
141		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
142		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
143		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
144		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
145		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
146		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
147		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
148		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
149		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%
150		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

BUDGET SUMMARY

FISCAL YEAR	BUDGET	BUDGET STATUS	BUDGET BALANCE
2024-25	BR1	NOT ACTIVE	0.00

Version 7.0 - 150 Quarterly 4.20.20

The Original budget is currently Active

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
ALLOCATION(S) →			77,015.00		3,000.00										#VALUE!
EXPENSE CATEGORY															
(I) PERSONNEL	117,255.60		52,231.19		2,540.48		2,462.90		0.00		58,601.52		0.00		1,419.51
(II) OPERATING EXPENSES	11,130.81		6,832.38		0.00		0.00		0.00		4,298.43		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	6,155.00		3,643.32		459.52		2,052.15		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	29,313.90		14,308.11		0.00		0.00		0.00		15,005.79		0.00		0.00
BUDGET TOTALS*	163,855.31	47.00%	77,015.00	1.83%	3,000.00	2.76%	4,515.05	0.00%	0.00	47.55%	77,905.74	0.00%	0.00	0.87%	1,419.51
BALANCE(S) →			0.00		0.00										

TOTAL MCAH-TV	77,015.00	→	77,015.00								
TOTAL MCAH-SIDS	3,000.00	→		→	3,000.00						
TOTAL TITLE XIX	40,017.51	→		→		→	0.00	[50%]	38,952.88	0.00 [75%]	1,064.63
TOTAL AGENCY FUNDS	43,822.79	→		→		→ 4,515.05		[50%]	38,952.86	[25%]	354.88

$ 120,032.51	Maximum Amount Payable from State and Federal resources

WE CERTIFY THAT THIS BUDGET HAS BEEN CONSTRUCTED IN COMPLIANCE WITH ALL MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH/PROJECT DIRECTOR'S SIGNATURE DATE

AGENCY FISCAL AGENT'S SIGNATURE DATE

* These amounts contain local revenue submitted for information and matching purposes. MCAH does not reimburse Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT		MCAH-TV		MCAH-SIDS		AGENCY FUNDS			MCAH-Cnty NE			MCAH-Cnty E
PCA Codes		53107		53112					53118			53117
(I) PERSONNEL		52,231.19		2,540.48				0.00	29,300.76		0.00	1,064.63
(II) OPERATING EXPENSES		6,832.38		0.00				0.00	2,149.22		0.00	0.00
(III) CAPITAL EXPENSES		0.00		0.00				0.00	0.00		0.00	0.00
(IV) OTHER COSTS		3,643.32		459.52				0.00	0.00		0.00	0.00
(V) INDIRECT COSTS		14,308.11		0.00				0.00	7,502.90		0.00	0.00
Totals for PCA Codes	120,032.51	77,015.00		3,000.00				0.00	38,952.88		0.00	1,064.63

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

		(1)	UNMATCHED FUNDING (2)	(3)	(4)	(5)	(6)	(7)	NON-ENHANCED MATCHING (50/50) (8)	(9)	(10)	(11)	ENHANCED MATCHING (75/25) (12)	(13)	(14)	(15)	
			MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
		TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
(II) OPERATING EXPENSES DETAIL			RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL MATCH
			100.00%	6,832.38	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	4,298.43	#DIV/0!	0.00	#DIV/0!	0.00	**50.96%**
	TOTAL OPERATING EXPENSES	**11,130.81**		**6,832.38**		**0.00**		**0.00**		**0.00**		**4,298.43**		**0.00**		**0.00**	Match Available
	TRAVEL	1,500.00	62.49%	937.35		0.00		0.00		0.00	37.51%	562.65		0.00		0.00	**3.33%**
	TRAINING	2,513.30	49.04%	1,232.52		0.00		0.00		0.00	50.96%	1,280.78		0.00		0.00	**0.00%**
1	COMMUNICATIONS	917.51	49.04%	449.95		0.00		0.00		0.00	50.96%	467.56					**0.00%**
2	INSURANCE	400.00	49.04%	196.16		0.00		0.00		0.00	50.96%	203.84					**0.00%**
3	MAINTENANCE OF EQUIPMENT	1,100.00	49.04%	539.44		0.00		0.00		0.00	50.96%	560.56					**0.00%**
4	MAINTENANCE OF BUILDING AND GROUNDS	400.00	49.04%	196.16		0.00		0.00		0.00	50.96%	203.84					**0.00%**
5	OFFICE AND POSTAGE EXPENSES	1,000.00	49.04%	490.40		0.00		0.00		0.00	50.96%	509.60					**0.00%**
6	TOLL FREE	300.00	100.00%	300.00		0.00		0.00		0.00		0.00					**50.96%**
7	UTILITIES	1,000.00	49.04%	490.40		0.00		0.00		0.00	50.96%	509.60					**0.00%**
8	MEMBERSHIPS	2,000.00	100.00%	2,000.00		0.00		0.00		0.00		0.00					**50.96%**
9				0.00		0.00		0.00		0.00		0.00					
10				0.00		0.00		0.00		0.00		0.00					
11				0.00		0.00		0.00		0.00		0.00					
12				0.00		0.00		0.00		0.00		0.00					
13				0.00		0.00		0.00		0.00		0.00					
14				0.00		0.00		0.00		0.00		0.00					
15				0.00		0.00		0.00		0.00		0.00					

** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL		RECONCILIATION SECTION (Remaining Funds)													
		#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00				
TOTAL CAPITAL EXPENDITURES	**0.00**		0.00		0.00		0.00		0.00		0.00				

(IV) OTHER COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)													% PERSONNEL MATCH
		100.00%	3,643.32	100.00%	459.52	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	Match Available
TOTAL OTHER COSTS	**6,155.00**		**3,643.32**		**459.52**		**2,052.15**		**0.00**		**0.00**		**0.00**		**0.00**	
SUBCONTRACTS																
1 Health Officer - Dr Delgado	2,000.00	100.00%	2,000.00		0.00		0.00		0.00		0.00		0.00		0.00	
2			0.00		0.00		0.00		0.00		0.00		0.00		0.00	
3			0.00		0.00		0.00		0.00		0.00		0.00		0.00	
4			0.00		0.00		0.00		0.00		0.00		0.00		0.00	
5			0.00		0.00		0.00		0.00		0.00		0.00		0.00	
OTHER CHARGES																Match Available
1 CLIENT MATERIALS	2,955.00	39.53%	1,168.02	11.08%	327.51	49.39%	1,459.47		0.00		0.00					**50.96%**
2 EDUCATIONAL MATERIALS	1,200.00	39.61%	475.30	11.00%	132.02	49.39%	592.68		0.00		0.00					**50.96%**
3			0.00		0.00		0.00		0.00		0.00					
4			0.00		0.00		0.00		0.00		0.00					
5			0.00		0.00		0.00		0.00		0.00					
6			0.00		0.00		0.00		0.00		0.00					
7			0.00		0.00		0.00		0.00		0.00					
8			0.00		0.00		0.00		0.00		0.00					

(V) INDIRECT COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)													
		100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79				
TOTAL INDIRECT COSTS	**29,313.90**		**14,308.11**		**0.00**		**0.00**		**0.00**		**15,005.79**				
25.00% **of Total Wages + Fringe Benefits**	29,313.90	48.81%	14,308.11		0.00		0.00		0.00	51.19%	15,005.79				

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
	MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
(I) PERSONNEL DETAIL															
RECONCILIATION SECTION (Remaining Funds)		100.00%	52,231.19	100.00%	2,540.48	100.00%	2,462.90		0.00	100.00%	58,601.52		0.00	100.00%	1,419.51
	117,255.60		**52,231.19**		**2,540.48**		**2,462.90**		**0.00**		**58,601.52**		**0.00**		**1,419.51**
FRINGE BENEFIT RATE 65.00%	46,191.60		20,575.92		1,000.80		970.23		0.00		23,085.45		0.00		559.20
TOTAL WAGES	71,064.00		31,655.27		1,539.69		1,492.67		0.00		35,516.07		0.00		860.31

	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	% FTE	ANNUAL SALARY	TOTAL WAGES													J-Pers MCF Per Staff	Staff Traveling
1	Stephanie Rosas-Romero	MCH Director	44.00%	78,693.00	34,625.00	37.99%	13,153.71		0.00	4.31%	1,492.67		0.00	57.70%	19,978.63		0.00		0.00	57.70%	x
2	Vacant	Nursing Supervisor	1.32%	112,933.00	1,491.00	42.30%	630.69		0.00		0.00		0.00		0.00		0.00	57.70%	860.31	57.70%	
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	24.00%	78,693.00	18,886.00	51.10%	9,650.75		0.00		0.00		0.00	48.90%	9,235.25		0.00		0.00	57.70%	x
4	Stephanie Rosas-Romero	SIDS Coordinator	4.00%	78,693.00	3,148.00	51.09%	1,608.31	48.91%	1,539.69		0.00		0.00		0.00		0.00		0.00	57.70%	x
5	Patricia Gross	Public Health Assistant	19.00%	53,389.00	10,144.00	51.20%	5,193.73		0.00		0.00		0.00	48.80%	4,950.27		0.00		0.00	57.70%	x
6	Consuelo Lopez	Public Health Assistant	5.00%	55,392.00	2,770.00	51.19%	1,418.08		0.00		0.00		0.00	48.81%	1,351.92		0.00		0.00	57.70%	x
7					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
8					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
9					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
10					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
11					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
12					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
13					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
14					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
15					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
16					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
17					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
18					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
19					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
20					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
21					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
22					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
23					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
24					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
25					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
26					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
27					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
28					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
29					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
30					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
31					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
32					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
33					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
34					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
35					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
36					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
37					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
38					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
39					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
40					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
41					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
42					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
43					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
44					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
45					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
46					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
47					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
48					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
49					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
50					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
51					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
52					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
53					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
54					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
55					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
56					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
57					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
58					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
59					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
60					0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	

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Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

						UNMATCHED FUNDING							NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)					
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS					MCAH-Cnty NE				MCAH-Cnty E			
					(1)	(2)	(3)	(4)	(5)	(6)	(7)		(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)		
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*		%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*		
61					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
62					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
63					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
64					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
65					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
66					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
67					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
68					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
69					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
70					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
71					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
72					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
73					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
74					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
75					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
76					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
77					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
78					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
79					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
80					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
81					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
82					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
83					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
84					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
85					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
86					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
87					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
88					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
89					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
90					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
91					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
92					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
93					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
94					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
95					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
96					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
97					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
98					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
99					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
100					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
101					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
102					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
103					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
104					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
105					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
106					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
107					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
108					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
109					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
110					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
111					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
112					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
113					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
114					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
115					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
116					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
117					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
118					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
119					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
120					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
121					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
122					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
123					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
124					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
125					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
126					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
127					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
128					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	
129					0.00		0.00		0.00		0.00			0.00		0.00		0.00		0.00	57.70%	

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)					UNMATCHED FUNDING							NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)					
Agency:	202406 Colusa					MCAH-TV		MCAH-SIDS		AGENCY FUNDS					MCAH-Cnty NE				MCAH-Cnty E			
SubK:						(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)		
						TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*		
130						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
131						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
132						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
133						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
134						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
135						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
136						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
137						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
138						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
139						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
140						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
141						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
142						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
143						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
144						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
145						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
146						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
147						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
148						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
149						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	
150						0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	57.70%	

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Budget:	**ORIGINAL**
Program:	**Maternal, Child and Adolescent Health (MCAH)**
Agency:	**202406 Colusa**
SubK:	**0**

Version 7.0 - 150 Quarterly 4.20.20

(I) PERSONNEL DETAIL

BASE MEDI-CAL FACTOR % **57.70%** Use the following link to access the current AFA webpage and the current base MCF% for your agency:

			TOTALS	**0.97**	**$ 457,793.00**	**$ 71,064.00**		**46,191.60**					
	FULL NAME	**TITLE OR CLASS.**	**TOTAL FTE**	**ANNUAL SALARY**	**TOTAL WAGES**	**FRINGE BENEFIT RATE %**	**FRINGE BENEFITS**	**PROGRAM**	**MCF %**	**MCF Type**	**Requirements (Click link to view)**	**MCF % Justification Maximum characters = 1024**
1	Stephanie Rosas-Romero	MCH Director	44.00%	$ 78,693	$ 34,625	65.00%	22,506.25	MCAH	57.70%	Base		
2	Vacant	Nursing Supervisor	1.32%	$ 112,933	$ 1,491	65.00%	969.15	MCAH	57.70%	Base		
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	24.00%	$ 78,693	$ 18,886	65.00%	12,275.90	MCAH	57.70%	Base		
4	Stephanie Rosas-Romero	SIDS Coordinator	4.00%	$ 78,693	$ 3,148	65.00%	2,046.20	MCAH	57.70%	Base		
5	Patricia Gross	Public Health Assistant	19.00%	$ 53,389	$ 10,144	65.00%	6,593.60	MCAH	57.70%	Base		
6	Consuelo Lopez	Public Health Assistant	5.00%	$ 55,392	$ 2,770	65.00%	1,800.50	MCAH	57.70%	Base		
7			0.00%	$ -	$ -				0.00%	0		
8			0.00%	$ -	$ -				0.00%	0		
9			0.00%	$ -	$ -				0.00%	0		
10			0.00%	$ -	$ -				0.00%	0		
11			0.00%	$ -	$ -				0.00%	0		
12			0.00%	$ -	$ -				0.00%	0		
13			0.00%	$ -	$ -				0.00%	0		
14			0.00%	$ -	$ -				0.00%	0		
15			0.00%	$ -	$ -				0.00%	0		
16			0.00%	$ -	$ -				0.00%	0		
17			0.00%	$ -	$ -				0.00%	0		
18			0.00%	$ -	$ -				0.00%	0		
19			0.00%	$ -	$ -				0.00%	0		
20			0.00%	$ -	$ -				0.00%	0		
21			0.00%	$ -	$ -				0.00%	0		
22			0.00%	$ -	$ -				0.00%	0		
23			0.00%	$ -	$ -				0.00%	0		
24			0.00%	$ -	$ -				0.00%	0		
25			0.00%	$ -	$ -				0.00%	0		
26			0.00%	$ -	$ -				0.00%	0		
27			0.00%	$ -	$ -				0.00%	0		
28			0.00%	$ -	$ -				0.00%	0		
29			0.00%	$ -	$ -				0.00%	0		
30			0.00%	$ -	$ -				0.00%	0		
31			0.00%	$ -	$ -				0.00%	0		
32			0.00%	$ -	$ -				0.00%	0		
33			0.00%	$ -	$ -				0.00%	0		
34			0.00%	$ -	$ -				0.00%	0		
35			0.00%	$ -	$ -				0.00%	0		
36			0.00%	$ -	$ -				0.00%	0		
37			0.00%	$ -	$ -				0.00%	0		
38			0.00%	$ -	$ -				0.00%	0		
39			0.00%	$ -	$ -				0.00%	0		
40			0.00%	$ -	$ -				0.00%	0		
41			0.00%	$ -	$ -				0.00%	0		
42			0.00%	$ -	$ -				0.00%	0		
43			0.00%	$ -	$ -				0.00%	0		
44			0.00%	$ -	$ -				0.00%	0		
45			0.00%	$ -	$ -				0.00%	0		
46			0.00%	$ -	$ -				0.00%	0		
47			0.00%	$ -	$ -				0.00%	0		

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Budget:	**ORIGINAL**
Program:	**Maternal, Child and Adolescent Health (MCAH)**
Agency:	**202406 Colusa**
SubK:	**0**

Version 7.0 - 150 Quarterly 4.20.20

48			0.00%	$ -	$ -				0.00%	0		
49			0.00%	$ -	$ -				0.00%	0		
50			0.00%	$ -	$ -				0.00%	0		
51			0.00%	$ -	$ -				0.00%	0		
52			0.00%	$ -	$ -				0.00%	0		
53			0.00%	$ -	$ -				0.00%	0		
54			0.00%	$ -	$ -				0.00%	0		
55			0.00%	$ -	$ -				0.00%	0		
56			0.00%	$ -	$ -				0.00%	0		
57			0.00%	$ -	$ -				0.00%	0		
58			0.00%	$ -	$ -				0.00%	0		
59			0.00%	$ -	$ -				0.00%	0		
60			0.00%	$ -	$ -				0.00%	0		
61			0.00%	$ -	$ -				0.00%	0		
62			0.00%	$ -	$ -				0.00%	0		
63			0.00%	$ -	$ -				0.00%	0		
64			0.00%	$ -	$ -				0.00%	0		
65			0.00%	$ -	$ -				0.00%	0		
66			0.00%	$ -	$ -				0.00%	0		
67			0.00%	$ -	$ -				0.00%	0		
68			0.00%	$ -	$ -				0.00%	0		
69			0.00%	$ -	$ -				0.00%	0		
70			0.00%	$ -	$ -				0.00%	0		
71			0.00%	$ -	$ -				0.00%	0		
72			0.00%	$ -	$ -				0.00%	0		
73			0.00%	$ -	$ -				0.00%	0		
74			0.00%	$ -	$ -				0.00%	0		
75			0.00%	$ -	$ -				0.00%	0		
76			0.00%	$ -	$ -				0.00%	0		
77			0.00%	$ -	$ -				0.00%	0		
78			0.00%	$ -	$ -				0.00%	0		
79			0.00%	$ -	$ -				0.00%	0		
80			0.00%	$ -	$ -				0.00%	0		
81			0.00%	$ -	$ -				0.00%	0		
82			0.00%	$ -	$ -				0.00%	0		
83			0.00%	$ -	$ -				0.00%	0		
84			0.00%	$ -	$ -				0.00%	0		
85			0.00%	$ -	$ -				0.00%	0		
86			0.00%	$ -	$ -				0.00%	0		
87			0.00%	$ -	$ -				0.00%	0		
88			0.00%	$ -	$ -				0.00%	0		
89			0.00%	$ -	$ -				0.00%	0		
90			0.00%	$ -	$ -				0.00%	0		
91			0.00%	$ -	$ -				0.00%	0		
92			0.00%	$ -	$ -				0.00%	0		
93			0.00%	$ -	$ -				0.00%	0		
94			0.00%	$ -	$ -				0.00%	0		
95			0.00%	$ -	$ -				0.00%	0		
96			0.00%	$ -	$ -				0.00%	0		
97			0.00%	$ -	$ -				0.00%	0		
98			0.00%	$ -	$ -				0.00%	0		
99			0.00%	$ -	$ -				0.00%	0		
100			0.00%	$ -	$ -				0.00%	0		
101			0.00%	$ -	$ -				0.00%	0		

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Budget:	**ORIGINAL**
Program:	**Maternal, Child and Adolescent Health (MCAH)**
Agency:	**202406 Colusa**
SubK:	**0**

Version 7.0 - 150 Quarterly 4.20.20

102			0.00%	$ -	$ -				0.00%	0		
103			0.00%	$ -	$ -				0.00%	0		
104			0.00%	$ -	$ -				0.00%	0		
105			0.00%	$ -	$ -				0.00%	0		
106			0.00%	$ -	$ -				0.00%	0		
107			0.00%	$ -	$ -				0.00%	0		
108			0.00%	$ -	$ -				0.00%	0		
109			0.00%	$ -	$ -				0.00%	0		
110			0.00%	$ -	$ -				0.00%	0		
111			0.00%	$ -	$ -				0.00%	0		
112			0.00%	$ -	$ -				0.00%	0		
113			0.00%	$ -	$ -				0.00%	0		
114			0.00%	$ -	$ -				0.00%	0		
115			0.00%	$ -	$ -				0.00%	0		
116			0.00%	$ -	$ -				0.00%	0		
117			0.00%	$ -	$ -				0.00%	0		
118			0.00%	$ -	$ -				0.00%	0		
119			0.00%	$ -	$ -				0.00%	0		
120			0.00%	$ -	$ -				0.00%	0		
121			0.00%	$ -	$ -				0.00%	0		
122			0.00%	$ -	$ -				0.00%	0		
123			0.00%	$ -	$ -				0.00%	0		
124			0.00%	$ -	$ -				0.00%	0		
125			0.00%	$ -	$ -				0.00%	0		
126			0.00%	$ -	$ -				0.00%	0		
127			0.00%	$ -	$ -				0.00%	0		
128			0.00%	$ -	$ -				0.00%	0		
129			0.00%	$ -	$ -				0.00%	0		
130			0.00%	$ -	$ -				0.00%	0		
131			0.00%	$ -	$ -				0.00%	0		
132			0.00%	$ -	$ -				0.00%	0		
133			0.00%	$ -	$ -				0.00%	0		
134			0.00%	$ -	$ -				0.00%	0		
135			0.00%	$ -	$ -				0.00%	0		
136			0.00%	$ -	$ -				0.00%	0		
137			0.00%	$ -	$ -				0.00%	0		
138			0.00%	$ -	$ -				0.00%	0		
139			0.00%	$ -	$ -				0.00%	0		
140			0.00%	$ -	$ -				0.00%	0		
141			0.00%	$ -	$ -				0.00%	0		
142			0.00%	$ -	$ -				0.00%	0		
143			0.00%	$ -	$ -				0.00%	0		
144			0.00%	$ -	$ -				0.00%	0		
145			0.00%	$ -	$ -				0.00%	0		
146			0.00%	$ -	$ -				0.00%	0		
147			0.00%	$ -	$ -				0.00%	0		
148			0.00%	$ -	$ -				0.00%	0		
149			0.00%	$ -	$ -				0.00%	0		
150			0.00%	$ -	$ -				0.00%	0		

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Budget:	**ORIGINAL**
Program:	**Maternal, Child and Adolescent Health (MCAH)**
Agency:	**202406 Colusa**
SubK:	**0**

Version 7.0 - 150 Quarterly 4.20.20

(II) OPERATING EXPENSES JUSTIFICATION

	TOTAL OPERATING EXPENSES	TITLE V & TITLE XIX TOTAL	
	TRAVEL	1,500.00	To be used for MCH staff to travel to training, conferences, and meetings including those conducted by the State. County car used for program travel will not be directly charged, but will be charged at a prorated share (based on Program FTE's) of the gas. Travel expenses also includes allocated costs (based on actual program FTE's) for administrative meetings.
	TRAINING	2,513.30	Program specific training approved by DHS, MCH Branch for MCH staff. Training expenses also include allocated costs (based on Program FTE's) for training and education for MCH and other agency staff.
1	COMMUNICATIONS	917.51	Allocated charges for telephone and fax.
2	INSURANCE	400.00	Allocated charges for liability insurance.
3	MAINTENANCE OF EQUIPMENT	1,100.00	Allocated costs include maintenance of general office equipment and automobile maintenance. Includes copier/printer/fax maintenance. Automobile maintenance includes upkeep and repair. These are direct costs not included in Indirect expenses.
4	MAINTENANCE OF BUILDING AND GROUNDS	400.00	Allocated share of household supplies, and general maintenance of building and grounds. Not part of A-87 County Cost Plan. This cost has been confirmed as not included in the county's A-87 cost plan and approved to be listed as a direct cost. Therefore, these costs are not included in the Indirect Expenses.
5	OFFICE AND POSTAGE EXPENSES	1,000.00	Allocated office and postage expense includes supplies, postage and software.
6	TOLL FREE	300.00	Direct charges for toll-free hotline.
7	UTILITIES	1,000.00	Allocated share of electricity, gas, water, sewer, and garbage.
8	MEMBERSHIPS	2,000.00	Membership for CA WIC Association, Tri-County Breastfeeding Membership, and allocated memberships for Public Health.
9	0	0.00	
10	0	0.00	
11	0	0.00	
12	0	0.00	
13	0	0.00	
14	0	0.00	
15	0	0.00	

(III) CAPITAL EXPENDITURE JUSTIFICATION

TOTAL CAPITAL EXPENDITURES	0.00	

(IV) OTHER COSTS JUSTIFICATION

TOTAL OTHER COSTS	6,155.00	

SUBCONTRACTS

1	Health Officer - Dr Delgado	2,000.00	
2	0	0.00	
3	0	0.00	
4	0	0.00	
5	0	0.00	

OTHER CHARGES

1	CLIENT MATERIALS	2,955.00	
2	EDUCATIONAL MATERIALS	1,200.00	
3	0	0.00	
4	0	0.00	
5	0	0.00	
6	0	0.00	
7	0	0.00	

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

Budget:	**ORIGINAL**
Program:	**Maternal, Child and Adolescent Health (MCAH)**
Agency:	**202406 Colusa**
SubK:	**0**

8	0	0.00	

(V) INDIRECT COSTS JUSTIFICATION		
TOTAL INDIRECT COSTS	**29,313.90**	Per CDPH approved ICR

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25 MCAH Funding Application)

California Department of Public Health CDPH Maternal, Child and Adolescent Health Division

INVOICE SUMMARY

FISCAL YEAR	INVOICE #	INVOICE PERIOD
2024-25	202406 MCAH Q1	July - September

Version 7.0 - 150 Quarterly 4.20.20

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
ORIGINAL	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
EXPENSE CATEGORY															
(I) PERSONNEL	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL INVOICED*	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL MCAH-TV	0.00	→	0.00												
TOTAL MCAH-SIDS	0.00	→			0.00										
TOTAL OAH	0.00	→													
TOTAL TITLE XIX	0.00	→							0.00	[50%]	0.00		0.00	[75%]	0.00
TOTAL AGENCY FUNDS	0.00	→					0.00			[50%]	0.00			[25%]	0.00

$ -	Maximum Amount Payable from State and Federal resources

AS THE MCAH/PROJECT DIRECTOR, I CERTIFY THAT I HAVE SEEN AND REVIEWED THIS INVOICE FOR COMPLIANCE WITH MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH/PROJECT DIRECTOR'S SIGNATURE DATE

AS THE FISCAL AGENT FOR THIS AGENCY, I CERTIFY THAT THIS INVOICE IS BASED UPON ACTUAL COSTS AND THAT THOSE SALARIES AND WAGES FOR STAFF FUNDED IN WHOLE OR IN PART BY FEDERAL TITLE XIX FUNDS ARE BASED ENTIRELY ON TIME-STUDY DOCUMENTS COMPLETED BY PROGRAM STAFF.

AGENCY FISCAL A/ AGENCY FISCAL AGENT'S SIGNATURE DATE

* These amounts contain local revenues submitted for information and matching purposes. MCAH does not reimburse for Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E
	PCA Codes	53107		53112						53118				53117
(I)	PERSONNEL	0.00		0.00				0.00		0.00		0.00		0.00
(II)	OPERATING EXPENSES	0.00		0.00				0.00		0.00		0.00		0.00
(III)	CAPITAL EXPENSES	0.00		0.00				0.00		0.00		0.00		0.00
(IV)	OTHER COSTS	0.00		0.00				0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
Agency:	202406 Colusa														
SubK:		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
BUDGET LINE ITEMS	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
ORIGINAL	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
(V) INDIRECT COSTS			0.00		0.00				0.00		0.00		0.00		0.00
Totals for PCA Codes	0.00		0.00		0.00				0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
ORIGINAL	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
(II) OPERATING EXPENSES DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	6,832.38	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	4,298.43	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OPERATING EXPENSES	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**	Match Avail
TRAVEL																
TRAINING																
1 COMMUNICATIONS																
2 INSURANCE																
3 MAINTENANCE OF EQUIPMENT																
4 MAINTENANCE OF BUILDING AND GROUNDS																
5 OFFICE AND POSTAGE EXPENSES																
6 TOLL FREE																
7 UTILITIES																
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** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
TOTAL CAPITAL EXPENDITURES											

(IV) OTHER COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	3,643.32	100.00%	459.52	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OTHER COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**	
SUBCONTRACTS																Match Avail
1 Health Officer - Dr Delgado																
2																
3																
4																
5																
6																
7																
8																
OTHER CHARGES																Match Avail
AGENCY'S TOTAL INDIRECT COSTS																
AGENCY'S OTHER INDIRECT COSTS			0.00				0.00			0.00%						Match Available
1 CLIENT MATERIALS																
2 EDUCATIONAL MATERIALS																
3																
4																
5																
6																
7																
8																

(V) INDIRECT COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79
TOTAL INDIRECT COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**
									0.00		0.00
25.00% of Total Wages + Fringe Benefits	0.00		0.00		0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1) TOTAL FUNDING	UNMATCHED FUNDING: (2) % MCAH-TV	(3) MCAH-TV	(4) % MCAH-SIDS	(5) MCAH-SIDS	(6) % AGENCY FUNDS	(7) Agency Funds*	NON-ENHANCED MATCHING (50/50): (8) %	(9) Combined Fed/State	(10) % MCAH-Cnty NE	(11) Combined Fed/Agency*	ENHANCED MATCHING (75/25): (12) %	(13) Combined Fed/State	(14) % MCAH-Cnty E	(15) Combined Fed/Agency*
(I) PERSONNEL DETAIL															
RECONCILIATION SECTION (Remaining Funds)		100.00%	52,231.19	100.00%	2,540.48	100.00%	2,462.90	#DIV/0!	0.00	100.00%	58,601.52	#DIV/0!	0.00	100.00%	1,419.51
TOTAL PERSONNEL COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
FRINGE BENEFITS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL WAGES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	Actual Benefit %	Actual Benefit $	TOTAL WAGES	% Time in Prog.
1	Stephanie Rosas-Romero	MCH Director				
2	Vacant	Nursing Supervisor				
3	Stephanie Rosas-Romero	Perinatal Services Coordinator				
4	Stephanie Rosas-Romero	SIDS Coordinator				
5	Patricia Gross	Public Health Assistant				
6	Consuelo Lopez	Public Health Assistant				
7–56						

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

	BUDGET LINE ITEMS ORIGINAL				UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
					MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
				TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
57																		
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL					(1)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
						(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
123																				
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Department/County: 202406 Colusa
Program Name: Maternal, Child and Adolescent Health (MCAH)
Invoice Number(s): 202406 MCAH Q1
FY and Quarter: FY 2024-25 202406 MCAH Q1

Total amount of requested Title XIX funding: $ -
Period(s) of Service: July - September

Direct Services (Types of services provided and to what population; include information about procedural safeguards to assure expenditures billed are only for Medi-Cal services.):

	Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio Paid Time Off Function Code(s): 12	
					Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
1	Stephanie Rosas-Romero	MCH Director	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
2	Vacant	Nursing Supervisor	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
4	Stephanie Rosas-Romero	SIDS Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
5	Patricia Gross	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
6	Consuelo Lopez	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
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Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
105											
106											
107											
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11 Time %	Other Funds Cost	Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7 Time %	Hours: Non-Enhanced Cost	Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9 Time %	Hours: Enhanced Cost	Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12 Time %	Hours: Allocated Cost
143											
144											
145											
146											
147											
148											
149											
150											
	Direct Service Expenses		$0.00	100.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
	Indirect Costs		$0.00	100.0%	$0.00	0.0%	$0.00				
	Non-Reimbursable Amount		$0.00		$0.00		$0.00		$0.00		
	Total Expenditures by PCA				**$0.00**		**$0.00**		**$0.00**		**$0.0**
					Title XIX federal funding:		**$0.00**		**$0.00**		**$0.0**

Summary of other funding sources used for the Title XIX match, including source (e.g., County Realignment Funds, taxes, etc.) totaling: **$0.0**

I certify under penalty of perjury that the information provided on this document is true and correct to the best of my knowledge, based on actual expenditures incurred for the period claim and th matching funds provided are in accordance with 42 CFR 433.51.

Approved by: _____ Title: _____ Phone: _____ Email: _____

_____
sign and print name

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

California Department of Public Health CDPH Maternal, Child and Adolescent Health Division

INVOICE SUMMARY

FISCAL YEAR	INVOICE #	INVOICE PERIOD
2024-25	202406 MCAH Q2	October - December

Version 7.0 - 150 Quarterly 4.20.20

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
ORIGINAL	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
EXPENSE CATEGORY															
(I) PERSONNEL	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL INVOICED*	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

TOTAL MCAH-TV	0.00	→	0.00							
TOTAL MCAH-SIDS	0.00	→		→	0.00					
TOTAL TITLE XIX	0.00	→		→		→	0.00	[50%]	0.00	[75%] 0.00
TOTAL AGENCY FUNDS	0.00	→		→		→	0.00	[50%]	0.00	[25%] 0.00

$ -	Maximum Amount Payable from State and Federal resources

AS THE MCAH/PROJECT DIRECTOR, I CERTIFY THAT I HAVE SEEN AND REVIEWED THIS INVOICE FOR COMPLIANCE WITH MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH/PROJECT DIRECTOR'S SIGNATURE DATE

AS THE FISCAL AGENT FOR THIS AGENCY, I CERTIFY THAT THIS INVOICE IS BASED UPON ACTUAL COSTS AND THAT THOSE SALARIES AND WAGES FOR STAFF FUNDED IN WHOLE OR IN PART BY FEDERAL TITLE XIX FUNDS ARE BASED ENTIRELY ON TIME-STUDY DOCUMENTS COMPLETED BY PROGRAM STAFF.

AGENCY FISCAL AI AGENCY FISCAL AGENT'S SIGNATURE DATE

* These amounts contain local revenues submitted for information and matching purposes. MCAH does not reimburse for Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E
	PCA Codes	53107		53112						53118				53117
(I) PERSONNEL		0.00		0.00				0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(III) CAPITAL EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(IV) OTHER COSTS		0.00		0.00				0.00		0.00		0.00		0.00
(V) INDIRECT COSTS		0.00		0.00				0.00		0.00		0.00		0.00
Totals for PCA Codes	0.00	0.00		0.00				0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1) TOTAL FUNDING	UNMATCHED FUNDING (2) %	(3) MCAH-TV	(4) %	(5) MCAH-SIDS	(6) %	(7) Agency Funds*	NON-ENHANCED MATCHING (50/50) (8) %	(9) Combined Fed/State	(10) %	(11) Combined Fed/Agency*	ENHANCED MATCHING (75/25) (12) %	(13) Combined Fed/State	(14) %	(15) Combined Fed/Agency*	
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
(II) OPERATING EXPENSES DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	6,832.38	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	4,298.43	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	Match Availa
TRAVEL																
TRAINING																
1 COMMUNICATIONS																
2 INSURANCE																
3 MAINTENANCE OF EQUIPMENT																
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** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
TOTAL CAPITAL EXPENDITURES											

(IV) OTHER COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	3,643.32	100.00%	459.52	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	
SUBCONTRACTS																Match Availa
1 Health Officer - Dr Delgado																
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OTHER CHARGES																Match Availa
1 CLIENT MATERIALS																
2 EDUCATIONAL MATERIALS																
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(V) INDIRECT COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79
TOTAL INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00
25.00% of Total Wages + Fringe Benefits	0.00		0.00		0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
(I) PERSONNEL DETAIL		RECONCILIATION SECTION (Remaining Funds)													
		100.00%	52,231.19	100.00%	2,540.48	100.00%	2,462.90	#DIV/0!	0.00	100.00%	58,601.52	#DIV/0!	0.00	100.00%	1,419.51
TOTAL PERSONNEL COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**
FRINGE BENEFITS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL WAGES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	Actual Benefit %	Actual Benefit $	TOTAL WAGES	% Time in Prog.
1	Stephanie Rosas-Romero	MCH Director				
2	Vacant	Nursing Supervisor				
3	Stephanie Rosas-Romero	Perinatal Services Coordinator				
4	Stephanie Rosas-Romero	SIDS Coordinator				
5	Patricia Gross	Public Health Assistant				
6	Consuelo Lopez	Public Health Assistant				
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL					(1)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
					TOTAL FUNDING	(2) %	(3) MCAH-TV	(4) %	(5) MCAH-SIDS	(6) %	(7) Agency Funds*	(8) %	(9) Combined Fed/State	(10) %	(11) Combined Fed/Agency*	(12) %	(13) Combined Fed/State	(14) %	(15) Combined Fed/Agency*
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL					(1)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
					TOTAL FUNDING	(2) %	(3) MCAH-TV	(4) %	(5) MCAH-SIDS	(6) %	(7) Agency Funds*	(8) %	(9) Combined Fed/State	(10) %	(11) Combined Fed/Agency*	(12) %	(13) Combined Fed/State	(14) %	(15) Combined Fed/Agency*	
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Department/County: 202406 Colusa
Program Name: Maternal, Child and Adolescent Health (MCAH)
Invoice Number(s): 202406 MCAH Q2
FY and Quarter: FY 2024-25 202406 MCAH Q2

Total amount of requested Title XIX funding: $ -
Period(s) of Service: October - December

Direct Services (Types of services provided and to what population; include information about procedural safeguards to assure expenditures billed are only for Medi-Cal services.):

	Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio Paid Time Off Function Code(s): 12	
					Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
1	Stephanie Rosas-Romero	MCH Director	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
2	Vacant	Nursing Supervisor	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
4	Stephanie Rosas-Romero	SIDS Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
5	Patricia Gross	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
6	Consuelo Lopez	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
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Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

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Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
105											
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11 Time %	Other Funds Cost	Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7 Time %	Hours: Non-Enhanced Cost	Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9 Time %	Hours: Enhanced Cost	Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12 Time %	Hours: Allocated Cost
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	Direct Service Expenses		$0.00	100.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
	Indirect Costs		$0.00	100.0%	$0.00	0.0%	$0.00				
	Non-Reimbursable Amount		$0.00		$0.00		$0.00		$0.00		
	Total Expenditures by PCA				**$0.00**		**$0.00**		**$0.00**		**$0.0**
					Title XIX federal funding:		**$0.00**		**$0.00**		**$0.0**

Summary of other funding sources used for the Title XIX match, including source (e.g., County Realignment Funds, taxes, etc.) totaling: **$0.0**

I certify under penalty of perjury that the information provided on this document is true and correct to the best of my knowledge, based on actual expenditures incurred for the period claim and th matching funds provided are in accordance with 42 CFR 433.51.

Approved by: _____ Title: _____ Phone: _____ Email: _____

_____
sign and print name

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

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California Department of Public Health | CDPH | Maternal, Child and Adolescent Health Division

INVOICE SUMMARY

FISCAL YEAR	INVOICE #	INVOICE PERIOD
2024-25	202406 MCAH Q3	January - March

Version 7.0 - 150 Quarterly 4.20.20

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
ORIGINAL	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
EXPENSE CATEGORY															
(I) PERSONNEL	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL INVOICED*	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

TOTAL MCAH-TV	0.00	→	0.00							
TOTAL MCAH-SIDS	0.00	→		→	0.00					
TOTAL TITLE XIX	0.00	→				→	0.00	[50%]	0.00	[75%] 0.00
TOTAL AGENCY FUNDS	0.00	→				→	0.00	[50%]	0.00	[25%] 0.00

$ -	Maximum Amount Payable from State and Federal resources

AS THE MCAH/PROJECT DIRECTOR, I CERTIFY THAT I HAVE SEEN AND REVIEWED THIS INVOICE FOR COMPLIANCE WITH MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH/PROJECT DIRECTOR'S SIGNATURE _____ DATE _____

AS THE FISCAL AGENT FOR THIS AGENCY, I CERTIFY THAT THIS INVOICE IS BASED UPON ACTUAL COSTS AND THAT THOSE SALARIES AND WAGES FOR STAFF FUNDED IN WHOLE OR IN PART BY FEDERAL TITLE XIX FUNDS ARE BASED ENTIRELY ON TIME-STUDY DOCUMENTS COMPLETED BY PROGRAM STAFF.

AGENCY FISCAL AI AGENCY FISCAL AGENT'S SIGNATURE _____ DATE _____

* These amounts contain local revenues submitted for information and matching purposes. MCAH does not reimburse for Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT	PCA Codes	MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E
		53107		53112						53118				53117
(I) PERSONNEL		0.00		0.00				0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(III) CAPITAL EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(IV) OTHER COSTS		0.00		0.00				0.00		0.00		0.00		0.00
(V) INDIRECT COSTS		0.00		0.00				0.00		0.00		0.00		0.00
Totals for PCA Codes	0.00	0.00		0.00				0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1) TOTAL FUNDING	UNMATCHED FUNDING: MCAH-TV (2) %	(3) MCAH-TV	MCAH-SIDS (4) %	(5) MCAH-SIDS	AGENCY FUNDS (6) %	(7) Agency Funds*	NON-ENHANCED MATCHING (50/50) (8) %	(9) Combined Fed/State	MCAH-Cnty NE (10) %	(11) Combined Fed/Agency*	ENHANCED MATCHING (75/25) (12) %	(13) Combined Fed/State	MCAH-Cnty E (14) %	(15) Combined Fed/Agency*	
(II) OPERATING EXPENSES DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	6,832.38	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	4,298.43	#DIV/0!	0.00	#DIV/0!	0.00	**0.00%**
TOTAL OPERATING EXPENSES	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**	Match Availa
TRAVEL																
TRAINING																
1 COMMUNICATIONS																
2 INSURANCE																
3 MAINTENANCE OF EQUIPMENT																
4 MAINTENANCE OF BUILDING AND GROUNDS																
5 OFFICE AND POSTAGE EXPENSES																
6 TOLL FREE																
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** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
TOTAL CAPITAL EXPENDITURES											

(IV) OTHER COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	3,643.32	100.00%	459.52	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	**0.00%**
TOTAL OTHER COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**	
SUBCONTRACTS																Match Availa
1 Health Officer - Dr Delgado																
2																
3																
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OTHER CHARGES																Match Availa
1 CLIENT MATERIALS																
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(V) INDIRECT COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79
TOTAL INDIRECT COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**
25.00% **of Total Wages + Fringe Benefits**	0.00		0.00		0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1) TOTAL FUNDING	UNMATCHED FUNDING: (2) % MCAH-TV	(3) MCAH-TV	(4) % MCAH-SIDS	(5) MCAH-SIDS	(6) % AGENCY FUNDS	(7) Agency Funds*	NON-ENHANCED MATCHING (50/50): (8) %	(9) Combined Fed/State	(10) % MCAH-Cnty NE	(11) Combined Fed/Agency*	ENHANCED MATCHING (75/25): (12) %	(13) Combined Fed/State	(14) % MCAH-Cnty E	(15) Combined Fed/Agency*
(I) PERSONNEL DETAIL		**RECONCILIATION SECTION (Remaining Funds)**													
		100.00%	52,231.19	100.00%	2,540.48	100.00%	2,462.90	#DIV/0!	0.00	100.00%	58,601.52	#DIV/0!	0.00	100.00%	1,419.51
TOTAL PERSONNEL COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**
FRINGE BENEFITS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL WAGES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	Actual Benefit %	Actual Benefit $	TOTAL WAGES	% Time in Prog.
1	Stephanie Rosas-Romero	MCH Director				
2	Vacant	Nursing Supervisor				
3	Stephanie Rosas-Romero	Perinatal Services Coordinator				
4	Stephanie Rosas-Romero	SIDS Coordinator				
5	Patricia Gross	Public Health Assistant				
6	Consuelo Lopez	Public Health Assistant				
7–56						

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

	BUDGET LINE ITEMS ORIGINAL				(1)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
						(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
57																				
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL					UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
					MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
				TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Department/County: 202406 Colusa
Program Name: Maternal, Child and Adolescent Health (MCAH)
Invoice Number(s): 202406 MCAH Q3
FY and Quarter: FY 2024-25 202406 MCAH Q3

Total amount of requested Title XIX funding: $ -
Period(s) of Service: January - March

Direct Services (Types of services provided and to what population; include information about procedural safeguards to assure expenditures billed are only for Medi-Cal services.):

	Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio Paid Time Off Function Code(s): 12	
					Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
1	Stephanie Rosas-Romero	MCH Director	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
2	Vacant	Nursing Supervisor	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
4	Stephanie Rosas-Romero	SIDS Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
5	Patricia Gross	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
6	Consuelo Lopez	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
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Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

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Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11 Time %	Other Funds Cost	Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7 Time %	Hours: Non-Enhanced Cost	Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9 Time %	Hours: Enhanced Cost	Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12 Time %	Hours: Allocated Cost
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	Direct Service Expenses		$0.00	100.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
	Indirect Costs		$0.00	100.0%	$0.00	0.0%	$0.00				
	Non-Reimbursable Amount		$0.00		$0.00		$0.00		$0.00		
	Total Expenditures by PCA				**$0.00**		**$0.00**		**$0.00**		**$0.0**
					Title XIX federal funding:		**$0.00**		**$0.00**		**$0.0**

Summary of other funding sources used for the Title XIX match, including source (e.g., County Realignment Funds, taxes, etc.) totaling: **$0.0**

I certify under penalty of perjury that the information provided on this document is true and correct to the best of my knowledge, based on actual expenditures incurred for the period claim and th matching funds provided are in accordance with 42 CFR 433.51.

Approved by: _____ Title: _____ Phone: _____ Email: _____

_____
sign and print name

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

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California Department of Public Health (CDPH) Maternal, Child and Adolescent Health Division

INVOICE SUMMARY

FISCAL YEAR	INVOICE #	INVOICE PERIOD
2024-25	202406 MCAH Q4	April - June

Version 7.0 - 150 Quarterly 4.20.20

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
ORIGINAL	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
EXPENSE CATEGORY															
(I) PERSONNEL	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL INVOICED*	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

TOTAL MCAH-TV	0.00	→	0.00							
TOTAL MCAH-SIDS	0.00	→		→	0.00					
TOTAL TITLE XIX	0.00	→		→		→	0.00	[50%]	0.00	[75%] 0.00
TOTAL AGENCY FUNDS	0.00	→		→		→	0.00	[50%]	0.00	[25%] 0.00

$ -	Maximum Amount Payable from State and Federal resources

AS THE MCAH/PROJECT DIRECTOR, I CERTIFY THAT I HAVE SEEN AND REVIEWED THIS INVOICE FOR COMPLIANCE WITH MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

AS THE FISCAL AGENT FOR THIS AGENCY, I CERTIFY THAT THIS INVOICE IS BASED UPON ACTUAL COSTS AND THAT THOSE SALARIES AND WAGES FOR STAFF FUNDED IN WHOLE OR IN PART BY FEDERAL TITLE XIX FUNDS ARE BASED ENTIRELY ON TIME-STUDY DOCUMENTS COMPLETED BY PROGRAM STAFF.

FINAL INVOICE

Y/N?

MCAH/PROJECT DIRECTOR'S SIGNATURE DATE

AGENCY FISCAL AI AGENCY FISCAL AGENT'S SIGNATURE DATE

* These amounts contain local revenues submitted for information and matching purposes. MCAH does not reimburse for Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT	PCA Codes	MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E
		53107		53112						53118				53117
(I) PERSONNEL		0.00		0.00				0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(III) CAPITAL EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(IV) OTHER COSTS		0.00		0.00				0.00		0.00		0.00		0.00
(V) INDIRECT COSTS		0.00		0.00				0.00		0.00		0.00		0.00
Totals for PCA Codes	0.00	0.00		0.00				0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
(II) OPERATING EXPENSES DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	6,832.38	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	4,298.43	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	Match Availa
TRAVEL																
TRAINING																
1 COMMUNICATIONS																
2 INSURANCE																
3 MAINTENANCE OF EQUIPMENT																
4 MAINTENANCE OF BUILDING AND GROUNDS																
5 OFFICE AND POSTAGE EXPENSES																
6 TOLL FREE																
7 UTILITIES																
8 MEMBERSHIPS																
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** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
TOTAL CAPITAL EXPENDITURES											

(IV) OTHER COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)														% PERSONNEL
		100.00%	3,643.32	100.00%	459.52	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	
SUBCONTRACTS																Match Availa
1 Health Officer - Dr Delgado																
2																
3																
4																
5																
OTHER CHARGES																Match Availa
1 CLIENT MATERIALS																
2 EDUCATIONAL MATERIALS																
3																
4																
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(V) INDIRECT COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79
TOTAL INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00
25.00% of Total Wages + Fringe Benefits	0.00		0.00		0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1) TOTAL FUNDING	UNMATCHED FUNDING (2) %	(3) MCAH-TV	(4) %	(5) MCAH-SIDS	(6) %	(7) Agency Funds*	NON-ENHANCED MATCHING (50/50) (8) %	(9) Combined Fed/State	(10) %	(11) Combined Fed/Agency*	ENHANCED MATCHING (75/25) (12) %	(13) Combined Fed/State	(14) %	(15) Combined Fed/Agency*
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
(I) PERSONNEL DETAIL		RECONCILIATION SECTION (Remaining Funds)													
		100.00%	52,231.19	100.00%	2,540.48	100.00%	2,462.90	#DIV/0!	0.00	100.00%	58,601.52	#DIV/0!	0.00	100.00%	1,419.51
TOTAL PERSONNEL COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**
FRINGE BENEFITS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL WAGES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	Actual Benefit %	Actual Benefit $	TOTAL WAGES	% Time in Prog.
1	Stephanie Rosas-Romero	MCH Director				
2	Vacant	Nursing Supervisor				
3	Stephanie Rosas-Romero	Perinatal Services Coordinator				
4	Stephanie Rosas-Romero	SIDS Coordinator				
5	Patricia Gross	Public Health Assistant				
6	Consuelo Lopez	Public Health Assistant				
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

	BUDGET LINE ITEMS ORIGINAL				UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
					MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
				TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

	BUDGET LINE ITEMS ORIGINAL				(1)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*	
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Department/County: 202406 Colusa
Program Name: Maternal, Child and Adolescent Health (MCAH)
Invoice Number(s): 202406 MCAH Q4
FY and Quarter: FY 2024-25 202406 MCAH Q4

Total amount of requested Title XIX funding: $ -
Period(s) of Service: April - June

Direct Services (Types of services provided and to what population; include information about procedural safeguards to assure expenditures billed are only for Medi-Cal services.):

	Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio Paid Time Off Function Code(s): 12	
					Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
1	Stephanie Rosas-Romero	MCH Director	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
2	Vacant	Nursing Supervisor	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
4	Stephanie Rosas-Romero	SIDS Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
5	Patricia Gross	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
6	Consuelo Lopez	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
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Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11 Time %	Other Funds Cost	Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7 Time %	Hours: Non-Enhanced Cost	Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9 Time %	Hours: Enhanced Cost	Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12 Time %	Hours: Allocated Cost
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	Direct Service Expenses		$0.00	100.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
	Indirect Costs		$0.00	100.0%	$0.00	0.0%	$0.00				
	Non-Reimbursable Amount		$0.00		$0.00		$0.00		$0.00		
	Total Expenditures by PCA				**$0.00**		**$0.00**		**$0.00**		**$0.0**
					Title XIX federal funding:		**$0.00**		**$0.00**		**$0.0**

Summary of other funding sources used for the Title XIX match, including source (e.g., County Realignment Funds, taxes, etc.) totaling: **$0.0**

I certify under penalty of perjury that the information provided on this document is true and correct to the best of my knowledge, based on actual expenditures incurred for the period claim and th matching funds provided are in accordance with 42 CFR 433.51.

Approved by: _____ Title: _____ Phone: _____ Email: _____

_____
sign and print name

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

California Department of Public Health — Maternal, Child and Adolescent Health Division

INVOICE SUMMARY

FISCAL YEAR	INVOICE #	INVOICE PERIOD
2024-25	202406 MCAH S1	July 1 - June 30

Version 7.0 - 150 Quarterly 4.20.20

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1) TOTAL FUNDING	UNMATCHED FUNDING (2) %	MCAH-TV (3)	(4) %	MCAH-SIDS (5)	(6) %	AGENCY FUNDS (7) Agency Funds*	NON-ENHANCED MATCHING (50/50) (8) %	(9) Combined Fed/State	(10) %	MCAH-Cnty NE (11) Combined Fed/Agency*	ENHANCED MATCHING (75/25) (12) %	(13) Combined Fed/State	(14) %	MCAH-Cnty E (15) Combined Fed/Agency*
EXPENSE CATEGORY															
(I) PERSONNEL	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(III) CAPITAL EXPENDITURES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(IV) OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
(V) INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL INVOICED*	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

TOTAL MCAH-TV	0.00	→	0.00						
TOTAL MCAH-SIDS	0.00	→	0.00						
TOTAL TITLE XIX	0.00	→		0.00	[50%]	0.00	0.00	[75%]	0.00
TOTAL AGENCY FUNDS	0.00	→	0.00		[50%]	0.00		[25%]	0.00

$ -	Maximum Amount Payable from State and Federal resources

AS THE MCAH/PROJECT DIRECTOR, I CERTIFY THAT I HAVE SEEN AND REVIEWED THIS INVOICE FOR COMPLIANCE WITH MCAH ADMINISTRATIVE AND PROGRAM POLICIES.

MCAH/PROJECT DIRECTOR'S SIGNATURE _____ DATE _____

AS THE FISCAL AGENT FOR THIS AGENCY, I CERTIFY THAT THIS INVOICE IS BASED UPON ACTUAL COSTS AND THAT THOSE SALARIES AND WAGES FOR STAFF FUNDED IN WHOLE OR IN PART BY FEDERAL TITLE XIX FUNDS ARE BASED ENTIRELY ON TIME-STUDY DOCUMENTS COMPLETED BY PROGRAM STAFF.

AGENCY FISCAL AI AGENCY FISCAL AGENT'S SIGNATURE _____ DATE _____

* These amounts contain local revenues submitted for information and matching purposes. MCAH does not reimburse for Agency contributions.

STATE USE ONLY - TOTAL STATE AND FEDERAL REIMBURSEMENT	PCA Codes	MCAH-TV 53107		MCAH-SIDS 53112		AGENCY FUNDS				MCAH-Cnty NE 53118				MCAH-Cnty E 53117
(I) PERSONNEL		0.00		0.00				0.00		0.00		0.00		0.00
(II) OPERATING EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(III) CAPITAL EXPENSES		0.00		0.00				0.00		0.00		0.00		0.00
(IV) OTHER COSTS		0.00		0.00				0.00		0.00		0.00		0.00
(V) INDIRECT COSTS		0.00		0.00				0.00		0.00		0.00		0.00
Totals for PCA Codes	0.00	0.00		0.00				0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL		UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
(II) OPERATING EXPENSES DETAIL		RECONCILIATION SECTION (Remaining Funds)													% PERSONNEL
		100.00%	6,832.38	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	4,298.43	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OPERATING EXPENSES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	Match Availa
TRAVEL																
TRAINING																
1 COMMUNICATIONS																
2 INSURANCE																
3 MAINTENANCE OF EQUIPMENT																
4 MAINTENANCE OF BUILDING AND GROUNDS																
5 OFFICE AND POSTAGE EXPENSES																
6 TOLL FREE																
7 UTILITIES																
8 MEMBERSHIPS																
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** Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). Expenses may only be charged to Unmatched Title V (Col. 3), State General Funds (Col. 5), and/or Agency (Col. 7) funds.

(III) CAPITAL EXPENDITURE DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
TOTAL CAPITAL EXPENDITURES											

(IV) OTHER COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)													% PERSONNEL
		100.00%	3,643.32	100.00%	459.52	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0.00%
TOTAL OTHER COSTS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	
SUBCONTRACTS																Match Availa
1 Health Officer - Dr Delgado																
2																
3																
4																
5																
OTHER CHARGES																Match Availa
1 CLIENT MATERIALS																
2 EDUCATIONAL MATERIALS																
3																
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(V) INDIRECT COSTS DETAIL		RECONCILIATION SECTION (Remaining Funds)									
		100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79
TOTAL INDIRECT COSTS	0.00		0.00		0.00		0.00		0.00		0.00
25.00% of Total Wages + Fringe Benefits	0.00		0.00		0.00		0.00		0.00		0.00

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL	(1)	UNMATCHED FUNDING (2)	(3)	(4)	(5)	(6)	(7)	NON-ENHANCED MATCHING (50/50) (8)	(9)	(10)	(11)	ENHANCED MATCHING (75/25) (12)	(13)	(14)	(15)
	TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*	%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
		MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
(I) PERSONNEL DETAIL		RECONCILIATION SECTION (Remaining Funds)													
		100.00%	52,231.19	100.00%	2,540.48	100.00%	2,462.90	#DIV/0!	0.00	100.00%	58,601.52	#DIV/0!	0.00	100.00%	1,419.51
TOTAL PERSONNEL COSTS	**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**		**0.00**
FRINGE BENEFITS	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00
TOTAL WAGES	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

	FULL NAME (First Name Last Name)	TITLE OR CLASSIFICATION (No Acronyms)	Actual Benefit %	Actual Benefit $	TOTAL WAGES	% Time in Prog.
1	Stephanie Rosas-Romero	MCH Director				
2	Vacant	Nursing Supervisor				
3	Stephanie Rosas-Romero	Perinatal Services Coordinator				
4	Stephanie Rosas-Romero	SIDS Coordinator				
5	Patricia Gross	Public Health Assistant				
6	Consuelo Lopez	Public Health Assistant				
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

	BUDGET LINE ITEMS ORIGINAL				(1)	UNMATCHED FUNDING							NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS					MCAH-Cnty NE				MCAH-Cnty E	
						(2)	(3)	(4)	(5)	(6)	(7)		(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
					TOTAL FUNDING	%	MCAH-TV	%	MCAH-SIDS	%	Agency Funds*		%	Combined Fed/State	%	Combined Fed/Agency*	%	Combined Fed/State	%	Combined Fed/Agency*
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Program:	Maternal, Child and Adolescent Health (MCAH)
Agency:	202406 Colusa
SubK:	

BUDGET LINE ITEMS ORIGINAL					(1)	UNMATCHED FUNDING						NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)				
						MCAH-TV		MCAH-SIDS		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E		
					TOTAL FUNDING	(2) %	(3) MCAH-TV	(4) %	(5) MCAH-SIDS	(6) %	(7) Agency Funds*	(8) %	(9) Combined Fed/State	(10) %	(11) Combined Fed/Agency*	(12) %	(13) Combined Fed/State	(14) %	(15) Combined Fed/Agency*	
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Department/County: 202406 Colusa
Program Name: Maternal, Child and Adolescent Health (MCAH)
Invoice Number(s): 202406 MCAH S1
FY and Quarter: FY 2024-25 202406 MCAH S1

Total amount of requested Title XIX funding: $ -
Period(s) of Service: July 1 - June 30

Direct Services (Types of services provided and to what population; include information about procedural safeguards to assure expenditures billed are only for Medi-Cal services.):

	Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio Paid Time Off Function Code(s): 12	
					Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
1	Stephanie Rosas-Romero	MCH Director	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
2	Vacant	Nursing Supervisor	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
3	Stephanie Rosas-Romero	Perinatal Services Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
4	Stephanie Rosas-Romero	SIDS Coordinator	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
5	Patricia Gross	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
6	Consuelo Lopez	Public Health Assistant	N	$0.00	0.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
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Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11		Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7		Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9		Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12	
				Time %	Cost	Time %	Cost	Time %	Cost	Time %	Cost
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Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Name	Classification	SPMP Eligible (Y/N)	Quarterly Salary with Fringe Benefits	Other Funds (non-claimable) PCA Code(s): 53107 & 53112 Function Code(s): 10, 11 Time %	Other Funds Cost	Hours: Non-Enhanced (50/50) PCA Code(s): 53118 Function Code(s): 1, 4, 5, 7 Time %	Hours: Non-Enhanced Cost	Hours: Enhanced (75/25) PCA Code(s): 53117 Function Code(s): 2, 3, 6, 8, 9 Time %	Hours: Enhanced Cost	Hours: Allocated (50/50 : 75/25 Ratio) Paid Time Off Function Code(s): 12 Time %	Hours: Allocated Cost
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150											
	Direct Service Expenses		$0.00	100.0%	$0.00	0.0%	$0.00	0.0%	$0.00		
	Indirect Costs		$0.00	100.0%	$0.00	0.0%	$0.00				
	Non-Reimbursable Amount		$0.00		$0.00		$0.00		$0.00		
	Total Expenditures by PCA				**$0.00**		**$0.00**		**$0.00**		**$0.0**
					Title XIX federal funding:		**$0.00**		**$0.00**		**$0.0**

Summary of other funding sources used for the Title XIX match, including source (e.g., County Realignment Funds, taxes, etc.) totaling: **$0.0**

I certify under penalty of perjury that the information provided on this document is true and correct to the best of my knowledge, based on actual expenditures incurred for the period claim and th matching funds provided are in accordance with 42 CFR 433.51.

Approved by: _____ Title: _____ Phone: _____ Email: _____

_____
sign and print name

Health and Safety Code Sections 124050(322.2), 124060 (322.5), 124070 (323), 124075 (322.2) are the payment authority.
Attachment: Invoice

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

INVOICE RECONCILIATION SUMMARY TABLE

Budgeted	Paid	Balance
120,033	0	120,033

Version 7.0 - 150 Quarterly 4.20.20

Program:	Maternal, Child and Adolescent Health
Agency:	202406 Colusa
SubK:	0

			UNMATCHED FUNDING								NON-ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
			MCAH-TV		MCAH-SIDS		OAH		AGENCY FUNDS				MCAH-Cnty NE				MCAH-Cnty E	
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
		TOTAL FUNDING REMAINING	%	MCAH-TV REMAINING	%	MCAH-SIDS REMAINING	%	OAH REMAINING	%	Agency Funds* REMAINING	%	Combined Fed/State REMAINING	%	Combined Fed/Agency* REMAINING	%	Combined Fed/State REMAINING	%	Combined Fed/Agency REMAININ
(I) PERSONNEL	100.00%	117255.60	100.00%	52231.19	100.00%	2540.48		0.00	100.00%	2462.90		0.00	100.00%	58601.52		0.00	100.00%	1419
(II) OPERATING EXPENSES	100.00%	11130.81	100.00%	6832.38		0.00		0.00		0.00		0.00	100.00%	4298.43		0.00		0
(III) CAPITAL EXPENDITURES		0.00		0.00		0.00		0.00		0.00		0.00		0.00	0.00%	0.00	0.00%	0
(IV) OTHER COSTS	100.00%	6154.99	100.00%	3643.32	100.00%	459.52		0.00	100.00%	2052.15		0.00		0.00		0.00		0
(V) INDIRECT COSTS	100.00%	29313.90	100.00%	14308.11		0.00		0.00		0.00		0.00	100.00%	15005.79	0.00%	0.00	0.00%	0
TOTALS*	100.00%	163855.30	100.00%	77015.00	#######	3000.00	#DIV/0!	0.00	100.00%	4515.05	#DIV/0!	0.00	100.00%	77905.74	#DIV/0!	0.00	100.00%	1419.5

EXPENSE CATEGORY		TOTALS		UNMATCHED FUNDING								NON-ENHANCED MATCHING (50/50)				ENHANCED (75/25)			
				0		0				0		0		0		0		0	
		% Funding	(1) TOTAL FUNDING	(2) % Remaining (3)	(3) PCA 53107 Remaining (3)	(4) % Remaining 0	(5) PCA 53112 Remaining 0	(4) % Remaining 0	(5) PCA 53144 Remaining 0	(6) % Remaining Agency	(7) PCA Remaining Agency	(8) % Remaining Fed/State	(9) PCA Remaining Fed/State	(10) % Remaining Fed/Agency	(11) PCA 53118 Remaining Fed/Agency	(12) % Remaining Fed/State	(13) PCA Remaining Fed/State	(14) % Remaining Fed/Agency	(15) PCA 53117 Remaining Fed/Agency
(I) PERSONNEL				UNMATCHED FUNDING								N - ENHANCED MATCHING (50/		NON-ENHANCED (50/50)		ENHANCED MATCHING (75/25)		ENHANCED (75/25)	
				0	0	0	0	0		0	0	0	0		0		0		0
BUDGETS	ORIGINAL		117,255.60	1	52,231.19	1	2,540.48	1	0.00	1	2,462.90	1	0.00	1	58,601.52	1	0.00	1	1,419
				1		1		1		1		1		1		1		1	
	Difference																		
				1		1		1		1		1		1		1		1	
				1		1		1		1		1		1		1		1	
	Difference																		
				1		1		1		1		1		1		1		1	
				1		1		1		1		1		1		1		1	
	Difference																		
	202406 MCAH Q1	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0
	202406 MCAH Q2	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0
	202406 MCAH Q3	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0
	202406 MCAH Q4	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0
	202406 MCAH S1	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0
	202406 MCAH S2	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	0%	0
	Adjustments/Corrections		0.00																
	Total Expended Funds	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0
Balance of Available Funds*		100.00%	117,255.60	100.00%	52,231.19	100.00%	2,540.48		0.00	100.00%	2,462.90		0.00	100.00%	58,601.52		0.00	100.00%	1,419

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

(II) OPERATING EXPENSES				UNMATCHED FUNDING								NON - ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
					0		0		0		0		0		0		0		0
BUDGETS	ORIGINAL		11,130.81	1	6,832.38	1	0.00	1	0.00	1	0.00	1	0.00	1	4,298.43	1	0.00	1	0
				1		1		1		1		1		1		1		1	
	Difference																		
				1		1		1		1		1		1		1		1	
				1		1		1		1		1		1		1		1	
	Difference																		
				1		1		1		1		1		1		1		1	
				1		1		1		1		1		1		1		1	
	Difference																		
	202406 MCAH Q1	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0
	202406 MCAH Q2	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0
	202406 MCAH Q3	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0
	202406 MCAH Q4	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0
	202406 MCAH S1	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0
	202406 MCAH S2	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0
	Adjustments/Corrections		0.00																
	Total Expended Funds	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0**
Balance of Available Funds*		**100.00%**	**11,130.81**	**100.00%**	**6,832.38**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**100.00%**	**4,298.43**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0**

EXPENSE CATEGORY		TOTALS		UNMATCHED FUNDING								NON-ENHANCED (50/50)			
				0		0				0		0		0	
		% Funding	(1) TOTAL FUNDING	(2) % Remaining (3)	(3) PCA 53107 Remaining (3)	(4) % Remaining 0	(5) PCA 53112 Remaining 0	% Remaining 0	PCA 53144 Remaining 0	(6) % Remaining Agency	(7) PCA Remaining Agency	(8) % Remaining Fed/State	(9) PCA Remaining Fed/State	(10) % Remaining Fed/Agency	(11) PCA 53118 Remaining Fed/Agency
(III) CAPITAL EXPENDITURES				UNMATCHED FUNDING								N - ENHANCED MATCHING (50/		NON-ENHANCED (50/50)	
				0		0		0		0		0		0	
BUDGETS			0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00	1	0.00
				1		1		1		1		1		1	
	Difference														
				1		1		1		1		1		1	
				1		1		1		1		1		1	
	Difference														
				1		1		1		1		1		1	
				1		1		1		1		1		1	
	Difference														
	202406 MCAH Q1	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
	202406 MCAH Q2	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
	202406 MCAH Q3	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
	202406 MCAH Q4	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
	202406 MCAH S1	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
	202406 MCAH S2	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00
	Adjustments/Corrections		0.00												
	Total Expended Funds	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**	**0.00%**	**0.00**
Balance of Available Funds*		**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**	**#DIV/0!**	**0.00**

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

(IV) OTHER COSTS				UNMATCHED FUNDING								NON - ENHANCED MATCHING (50/50)				ENHANCED MATCHING (75/25)			
					0		0		0		0		0		0		0		0
BUDGETS	ORIGINAL		6,154.99	1	3,643.32	1	459.52	1	0.00	1	2,052.15	1	0.00	1	0.00	1	0	1	
				1		1		1		1		1		1		1		1	
	Difference																		
				1		1		1		1		1		1		1		1	
				1		1		1		1		1		1		1		1	
	Difference																		
				1		1		1		1		1		1		1		1	
				1		1		1		1		1		1		1		1	
	Difference																		
	202406 MCAH Q1	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0
	202406 MCAH Q2	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0
	202406 MCAH Q3	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0
	202406 MCAH Q4	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0
	202406 MCAH S1	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0
	202406 MCAH S2	0%	0.00	0%	0.00	0%	0.00	#DIV/0!	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0
	Adjustments/Corrections		0.00																
	Total Expended Funds	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.0	0.00%	0
Balance of Available Funds*		100.00%	6,154.99	100.00%	3,643.32	100.00%	459.52	#DIV/0!	0.00	100.00%	2,052.15	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.0	#DIV/0!	0

EXPENSE CATEGORY		TOTALS		UNMATCHED FUNDING								NON-ENHANCED (50/50)			
				0			0			0		0		0	
		% Funding	(1) TOTAL FUNDING	(2) % Remaining (3)	(3) PCA 53107 Remaining (3)	(4) % Remaining 0	(5) PCA 53112 Remaining 0	(6) % Remaining 0	(7) PCA 53144 Remaining 0	(8) % Remaining Agency	(9) PCA Remaining Agency	(10) % Remaining Fed/State	(11) PCA Remaining Fed/State	(12) % Remaining Fed/Agency	(13) PCA 53118 Remaining Fed/Agency
(V) INDIRECT COSTS				UNMATCHED FUNDING								NCED MATCHING (50/50)		NON-ENHANCED (50/50)	
					0		0		0		0		0		0
BUDGETS	ORIGINAL		29,313.90	1	14,308.11	1	0.00	1	0.00	1	0.00	1	0.00	1	15,005.79
				1		1		1		1		1		1	
	Difference														
				1		1		1		1		1		1	
				1		1		1		1		1		1	
	Difference														
				1		1		1		1		1		1	
				1		1		1		1		1		1	
	Difference														
	202406 MCAH Q1	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00
	202406 MCAH Q2	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00
	202406 MCAH Q3	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00
	202406 MCAH Q4	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00
	202406 MCAH S1	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00
	202406 MCAH S2	0%	0.00	0%	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	0%	0.00
	Adjustments/Corrections		0.00												
	Total Expended Funds	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00	0.00%	0.00
Balance of Available Funds*		100.00%	29,313.90	100.00%	14,308.11	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	#DIV/0!	0.00	100.00%	15,005.79

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

CDPH Audit Section

Program Maternal, Child and Adolescent Health (MCAH)
Agency: 202406 Colusa
SubK: 0
FY: 2024-25 ORIGINAL BUDGET

	Budgeted Funds	Remaining Funds	
		$	%
TOTAL MCAH-TV	77,015.00	77,015.00	100.00%
TOTAL MCAH-SIDS	3,000.00	3,000.00	100.00%
TOTAL OAH	0.00	0.00	
TOTAL TITLE XIX	40,017.51	40,017.50	100.00%
TOTAL AGENCY FUNDS	43,822.79	43,822.80	100.00%
TOTALS	163,855.30	163,855.30	100.00%

INVOICE	REIMBURSEMENT TOTALS
202406 MCAH Q1	0.00
202406 MCAH Q2	0.00
202406 MCAH Q3	0.00
202406 MCAH Q4	0.00
202406 MCAH S1	0.00
202406 MCAH S2	0.00
Adjust/Corr	0.00
YTD Total	0.00

*Balance of Available Funds includes Title V, State General Fund, Title XIX , and Agency Funds. Agency funds are not reimbursable through the MCAH Program.
**Advance payment will be recovered at the State level when the first three quarterly invoices are submitted for payment and is dependent on funding availability

Attachment: Copy of 202406 2024-25 (MCAH-BIH-AFLP) Budget Template 09.09.24 (10083 : FY 2024-25

COUNTY OF COLUSA, CA **3.1**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Public Works/Road Department**
FROM:	**Michael Azevedo**
SUBJECT:	**Introduction and first reading, by title only, of a proposed ordinance of the Colusa County Board Of Supervisors, State Of California, amending Sections 46-04, and 46-08 of Chapter 46 of the Colusa County Code prescribing the rules, regulations and fees for the East Park Reservoir ; designate County Counsel to prepare a summary of the ordinance to be published by the Clerk of the Board.**

Introduction and first reading, by title only, of a proposed ordinance of the Colusa County Board Of Supervisors, State Of California, amending Sections 46-04, and 46-08 of Chapter 46 of the Colusa County Code prescribing the rules, regulations and fees for the East Park Reservoir; designate County Counsel to prepare a summary of the ordinance to be published by the Clerk of the Board.

Detailed Description/Background of request

After operation of East Park Reservoir over the past 9 years, Staff are requesting minor additions and clarifications to Chapter 46 to enhance operational efficiency of the facility.

Proposed substantive changes to prohibited activities in amendments to Chapter 46 include the following:

1. The prohibited activities and uses section is amended to allow for the use of shot guns in order to expand aquatic 'off season' recreational opportunities and increase revenue stream.

Proposed substantive changes to the fees would increase incentives to complete reservations in advance and clearly define reimbursement policy:

1. Failure to pay reservation fee in advance of entering facility could result in assessment of double the standard fee;

2. Clearly state facility fees are non-refundable;

Staff anticipate these changes will encourage patrons to adhere to the adopted fees schedule in advance of patronizing the facility and allow for additional off season recreational opportunities.

Finally, non-substantive clean-up changing the term fish and game to fish and wildlife, to comply with current nomenclature.

Prior Board Action

Chapter 46 (Ordinance 762) was adopted on February 11, 2014. On April 22, 2014 the Board approved a temporary fee exemption for East Park Reservoir until December 31, 2014. On March 24, 2015, substantive changes amending Sections 46-01, 46-03, 46-04, 46-05, 46-06, and 46-08 were adopted .

Fiscal Impact/Funding Source

Potential revenue increase to East Park Enterprise Fund.

Action for the Clerk

Set for second reading in two weeks.

ATTACHMENTS:

- Ch 46 red line (DOCX)
- Ch 46 clean(DOCX)
- Existing code sections in pdf (PDF)

ORDINANCE No._____

AN ORDINANCE OF THE COLUSA COUNTY BOARD OF SUPERVISORS AMENDING SECTIONS OF CHAPTER 46 TO THE COLUSA COUNTY CODE

WHEREAS, Chapter 46 to the Colusa County Code was added to the Colusa County Code by ordinance 762; and

WHEREAS, Chapter 46 was enacted to set rules, regulations and fees for the East Park Reservoir; and

WHEREAS, the Board of Supervisors desires to amend Chapter 46 to clarify fee issues and available discounts;

NOW, THEREFORE, the Board of Supervisors of the County of Colusa, State of California Ordains as Follows;

SECTION 1:
Section 46-04 (r)(1) is amended to read as follows:

(1) This prohibition against the use or possession of firearms does not apply to and peace officer, fish and ~~game~~ wildlife warden, ranger or person in the military service in the discharge of his duties using reasonable care.

SECTION 2:
Section 46-04 (r)(2)is amended to read as follows:

(2) The use of muzzle loaders or shotguns only (as defined in Section 353 of Title 14, California Code of Regulations) is allowed during those periods designated by the State Department of Fish and ~~Game~~ Wildlife as the time and place for the purpose of any special hunts permitted, or approved, by the department in advance.

SECTION 2
Section 46-08 (a) is amended to read as follows:

(a)Use of the park is a privilege and not a right. The payment of a fee for use or access to the park does not create an entitlement or right to continued or ongoing use of the park. All fees must be paid in advance of entrance to the park; failure to do so may result in assessment of a fee two times the amount noted in Section 46-08 (f) Park fee schedule. Any permitted use

Attachment: Ch 46 red line (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

may be revoked at any time by the department, or a peace officer as provided for in section 46-09, without a refund of any fees paid.

SECTION 3

Section 46-08 (c) is amended to read as follows:

Fees shall be charged in accordance with this section. Fees are non-refundable and any exemptions or changes to the fees shall be made by approval of the Colusa County Board of Supervisors or their designee.

SECTION 4

This ordinance shall become effective (30) days after its passage. It shall be published once with the names of the members of the Board of Supervisors voting for and against the ordinance in a newspaper of general circulation published in the County of Colusa, State of California, with fifteen (15) days after its passage.

Introduced at a regular meeting of the Board of Supervisors held on the ___day of _____, 2024, and passed and adopted by the Board of Supervisors of the County of Colusa, State of California on the _____day of _____2024, by the following roll call vote:

AYES:
NOES:
ABSENT:

_____
Gary J. Evans
Chairperson, Colusa County
Board of Supervisors

ATTEST:

_____
Wendy Tyler
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Attachment: Ch 46 red line (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

Richard Stout
County Counsel

Attachment: Ch 46 red line (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

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Attachment: Ch 46 clean (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

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Introduced at a regular meeting of the Board of Supervisors held on the ___day of _____, 2024, and passed and adopted by the Board of Supervisors of the County of Colusa, State of California on the _____day of _____2024, by the following roll call vote:

AYES:
NOES:
ABSENT:

_____
Gary J. Evans
Chairperson, Colusa County
Board of Supervisors

ATTEST:

_____
Wendy Tyler
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Attachment: Ch 46 clean (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

Richard Stout
County Counsel

Attachment: Ch 46 clean (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

46-04 Prohibited activities and uses.

The following activities, and conduct, are prohibited in the park, and facilities, unless expressly permitted by the department through a special use permit, other authorized written permission, or as otherwise expressly permitted under this chapter:

(a) Engaging in any commercial enterprise, soliciting business of any nature, distributing handbills or other advertising material, or posting signs, posters, or decorations, on any of the facilities.

(b) Engaging in violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct.

(c) Disturbing, destroying, vandalizing, damaging, or removing any park property, or the property of others, using the park area or facilities.

(d) Disturbing, vandalizing, damaging, defacing, removing, or destroying any trees, shrubs, plants, rock, gravel, sand, dirt, or other natural material, to carve, paint, or mark on any rocks, archaeological or geological features, signs, walls, or structures, to drive nails into trees, or to move, injure, or deface in any manner any structure including buildings, signs, fences, tables, or other park or county property, including defacing trail markers, signs, or surfaces by spray painting event route markers or other notices.

(e) Entering any area, building, or structure that is under construction, locked, closed to public use or access, or tampering with, using or damaging any water control structure, dam, or culvert.

(f) Disposing of any garbage, sewage, bottles, cans, paper, or other waste material in any manner except by placing the same in clearly marked receptacles provided for such purposes. Any such garbage or refuse shall be incidental to an approved use of the park.

(g) Discarding charcoal residue onto any grounds, or into containers, other than those designated by the department for such purpose.

(h) Operating any vehicle at a speed in excess of fifteen mph, or contrary to traffic signs.

(i) Operating any watercraft in excess of five mph within one hundred feet of a shoreline, or in any marked cove.

Attachment: Existing code sections in pdf (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

(j) Operating any vehicle in a manner contrary to the provisions of the California Vehicle Code.

(k) Operating, or parking, any vehicle on other than a road, parking area, designated campsite, group area or designated crossing area.

(l) Starting or maintaining any fire, including personal stoves or barbecues, except in designated fireplaces, fire rings, grills or other specifically designated areas unless otherwise posted.

(m) Abandoning or leaving any fire unattended, or discarding any matches, cigarettes, cigars, pipe ashes, or embers without first extinguishing them.

(n) Possessing, firing, or discharging any explosive or pyrotechnic device.

(o) Parking, stopping or leaving standing, whether attended or not, any vehicle or watercraft in any manner which is:

(1) Blocking, obstructing, or limiting the use of any road, trail, parking lot, or boat launching facility;

(2) Outside of any area provided for such purpose; or

(3) Contrary to posted notice.

(p) Allowing pets to run at large and not under the immediate control of their owner. In any case, no person shall allow their pet to disrupt the enjoyment or use of the park by any other person. Pet owners shall pick up and properly dispose of all fecal matter of their pets. All pets are subject to the licensing requirements of chapter 3.

(q) Taking, catching, killing, hunting, trapping, pursuing, or otherwise capturing any wild animals or birds except as specifically permitted or approved in advance by the department in accordance with state law.

(r) Possessing or discharging firearms, and no parent, guardian, or person having the care, custody or control of a minor shall permit such minor to have in his or her possession, or permit such minor to fire or discharge or cause to be fired or discharge any firearm, except as follows:

(1) This prohibition against the use or possession of firearms does not apply to any peace officer, fish and game warden, ranger, or person in the military service in the discharge of his duties using reasonable care.

Attachment: Existing code sections in pdf (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

(2) The use of muzzle loaders only (as defined in Section 353 of Title 14, California Code of Regulations) is allowed during those periods designated by the State Department of Fish and Game as the time and place for the purpose of any special hunts permitted, or approved, by the department in advance.

(s) Operating aircraft of any kind, including, but not limited to, parasails, hang gliders, experimental aircraft and ultra-lights with the following exceptions:

(1) Operations shall be allowed to holders of a special use permit issued by the county of Colusa. Permit holders must adhere to the terms and conditions contained within the permit.

(2) This section does not apply to aircraft responding to an emergency situation or aircraft operated by a law enforcement agency or military agency in the scope of its duties.

(t) The use or possession of glass containers, of any configuration, including those made of crystal, ceramic or any other material likely to shatter when dropped onto or struck by harder material. (Ord. No. 762, § 2 (Exh. A)(part); Ord. No. 769, §§ 3 – 8.)

46-08 Fees and charges.

(a) Use of the park is a privilege and not a right. The payment of a fee for use or access to the park does not create an entitlement or right to continued or ongoing use of the park. Any permitted use may be revoked at any time by the department, or a peace officer as provided for in section 46-09, without a refund of any fees paid.

(b) No person shall use any facility, designated campsite, group area, or any other area of the park without payment of a fee as provided in this chapter.

(c) Fees shall be charged in accordance with this section. Any exemptions or changes to the fees shall be made by approval of the Colusa County board of supervisors or their designees.

(d) Special event permits and fees shall be issued at the discretion of the department, but shall not be inconsistent with the uses prescribed in this chapter.

(e) Fees shall not be required of the following persons or under the following circumstances:

(1) At the discretion of the department, persons who attend an event for which an event fee has already been paid; or

Attachment: Existing code sections in pdf (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

(2) Persons who are participating in an organized not for profit public purpose program, as determined and approved by the department.

(f) Park fee schedule:

(1) Day use fee: eight dollars.

(2) General overnight vehicle fee: fifteen dollars.

(3) Designated campsite fee: twenty dollars.

(4) Group area fee: seventy-five dollars.

(5) Annual (January 1st through December 31st), day use season pass, for use when park is open: one hundred dollars.

(g) Colusa County residents will be permitted a fifty percent discount on the fees provided for in this section.

(h) Persons paying a designated campsite fee will be allowed one included vehicle at a designated campsite. Each additional vehicle at the designated campsite with the permission of a designated individual, up to a maximum of three, will be subject to the general overnight vehicle fee, or day use fee.

(i) Persons paying a group area fee will be allowed one included vehicle in a group area. Each additional vehicle in a group area with the permission of a designated individual will be subject to the general overnight vehicle fee, or day use fee. (Ord. No. 762, § 2 (Exh. A)(part): Ord. No. 769, § 11.)

Attachment: Existing code sections in pdf (10077 : Introduction, first reading, Ordinance amending Chapter 46 (East Park Reservoir))

COUNTY OF COLUSA, CA **4.1**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**County Administrative Office**
FROM:	**Wendy Tyler**
SUBJECT:	**Discuss and Provide Direction on Composition, Terms and Purpose of County Budget Ad Hoc Committee**

Discuss and Provide Direction on Composition, Terms and Purpose of County Budget Ad Hoc Committee

Detailed Description/Background of request

By definition an ad hoc committee is a committee appointed as the need arises, to carry out a specified task, at the completion of which it automatically ceases to exist.

Historically, the County Budget Ad Hoc Committee has convened in the Spring of each year to assist with development of the fiscal year budget. A process that is generally completed in late September or early October of each year. For the past 5 or so years, the Budget Ad Hoc Committee has been comprised of the Chair and Vice-Chair.

The 2024/25 County Budget was adopted on October 1, 2024. However, there are significant continuing discussions that need to take place to ensure the budget remains balanced, as well as the need to develop a strategy to manage the structural deficit that exists in the budget, and has for several years, since the loss of the unitary tax.

Given the circumstances described above, staff is requesting that the County Budget Ad Hoc Committee be re-formed now, for the purpose of working with staff in monitoring the current fiscal year budget, and developing strategies for implementation with creation of the Fiscal Year 2025/26 and possibly 2026/27 budget cycles. To maintain consistency and efficiency in these processes, it is desired to have the same two Supervisors serve in this capacity, rather than having a rotating ad hoc comprised of the Chair and Vice-Chair.

Once the structural deficit is eliminated, and we return to "normal" budgeting processes, the Budget Ad Hoc Committee could easily go back to the rotating form, which allows each Supervisor an opportunity to participate in the more detailed work of developing the County Budget.

Because of her involvement in the 2024-25 budget process, staff believes Supervisor Smith would be well positioned to serve on this new Ad Hoc. Supervisor Boes has

assisted in the development of several budgets, brings a wealth of knowledge and a keen eye for numbers to the process, and would provide a nice well-rounding of the committee.

Prior Board Action

Budget Ad Hoc Committee is appointed annually, generally during the month of January.

Fiscal Impact/Funding Source

None.

Action for the Clerk

None.

COUNTY OF COLUSA, CA **5.1**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**Board of Supervisors**
FROM:	**Wendy Tyler**
SUBJECT:	**Selection of 2024-2025 CSAC Board of Directors Members and Alternate.**

Selection of the 2024-2025 California State Association of Counties (CSAC) Board of Directors Member and Alternate.

Detailed Description/Background of request

Under provisions of he CSAC Constitution, members of the Board of Directors and alternates are nominated by their respective Boards of Supervisors and appointed by the Executive Committee to one-year terms of office commencing with the first day of the CSAC annual conference. This year that will be on Monday, November 18, 2024.

CSAC's Board of Directors holds its first meeting of each year at the association's annual conference. Thus, it is important that the county has its newly appointed board representative at this first meeting.

The new Board of Directors will meet at the annual conference, first by caucus (urban, suburban and rural) to nominate CSAC officers and Executive Committee members, and again as a full Board to elect the 2024 Executive Committee and to conduct other business.

Current Directors are Supervisor Boes as Primary and Supervisor Smith as Alternate.

Prior Board Action

The Board makes this appointment every year

Fiscal Impact/Funding Source

N/A

Action for the Clerk

Return to Chase Palm via email at cpalm@counties.org

ATTACHMENTS:

- 2023-24 Board of Directors Roster (PDF)
- CSAC Board Selection Form for 2024-25 (DOCX)

CALIFORNIA STATE ASSOCIATION OF COUNTIES

Board of Directors

2023-2024

SECTION		
U=Urban	President:	Bruce Gibson, San Luis Obispo
S=Suburban	First Vice President:	Jeff Griffiths, Inyo
R=Rural	Second Vice President:	Susan Ellenberg, Santa Clara
	Immediate Past President:	Chuck Washington, Riverside

Members of the CSAC Executive Committee are highlighted for your reference

SECTION	COUNTY	DIRECTOR
U	Alameda County	Keith Carson
R	Alpine County	Terry Woodrow
R	Amador County	Richard Forster
S	Butte County	Tod Kimmelshue
R	Calaveras County	Benjamin Stopper
R	Colusa County	Kent Boes
U	Contra Costa County	John Gioia
R	Del Norte County	Chris Howard
R	El Dorado County	John Hidahl
U	Fresno County	Buddy Mendes
R	Glenn County	Grant Carmon
R	Humboldt County	Michelle Bushnell
S	Imperial County	Jesus Eduardo Escobar
R	Inyo County	Trina Orrill
S	Kern County	Leticia Perez
R	Kings County	Rusty Robinson
R	Lake County	Bruno Sabatier
R	Lassen County	Gary Bridges
U	Los Angeles County	Kathryn Barger
R	Madera County	Leticia Gonzalez
S	Marin County	Mary Sackett
R	Mariposa County	Rosemarie Smallcombe
R	Mendocino County	John Haschak
S	Merced County	Scott Silveira
R	Modoc County	Ned Coe
R	Mono County	John Peters
S	Monterey County	Luis Alejo
S	Napa County	Ryan Gregory
R	Nevada County	Heidi Hall

Attachment: 2023-24 Board of Directors Roster (10099 : Selection of California State Association of Counties (CSAC) Board of Directors FY

U	Orange County	Doug Chaffee
S	Placer County	Bonnie Gore
R	Plumas County	Tom McGowan
U	Riverside County	V. Manuel Perez
U	Sacramento County	Rich Desmond
R	San Benito County	Bea Gonzales
U	San Bernardino County	Jesse Armendarez
U	San Diego County	Nora Vargas
U	San Francisco City & County	Rafael Mandelman
U	San Joaquin County	Robert Rickman
S	San Luis Obispo County	Bruce Gibson
U	San Mateo County	Noelia Corzo
S	Santa Barbara County	Das Williams
U	Santa Clara County	Susan Ellenberg
S	Santa Cruz County	Manu Koenig
R	Shasta County	Kevin Crye
R	Sierra County	Lee Adams
R	Siskiyou County	Ed Valenzuela
S	Solano County	Erin Hannigan
S	Sonoma County	James Gore
S	Stanislaus County	Vito Chiesa
R	Sutter County	Dan Flores
R	Tehama County	Candy Carlson
R	Trinity County	Ric Leutwyler
S	Tulare County	Amy Shuklian
R	Tuolumne County	Ryan Campbell
U	Ventura County	Kelly Long
S	Yolo County	Lucas Frerichs
R	Yuba County	Don Blaser

TREASURER

Belia Ramos, Napa County

ADVISORS

Sarah Carrillo, County Counsel, Tuolumne County
Jeff Van Wagenen, Riverside County CEO, California Association of County Executives, President

Attachment: 2023-24 Board of Directors Roster (10099 : Selection of California State Association of Counties (CSAC) Board of Directors FY

California State Association of Counties
1100 K Street, Suite 101
Sacramento, CA 95814
Phone (916) 327-7500
Facsimile (916) 321-5047

NOMINATION OF CSAC BOARD OF DIRECTORS MEMBER FOR YEAR 2024 – 2025

The Board of Supervisors nominates the following named Supervisor(s) to a position on the CSAC Board of Directors for the 2024 – 2025 Association year beginning Monday, November 18, 2024.

County Name:

Director:

Alternate(s):

Name of individual completing form:

Does the Board of Directors member plan to attend the CSAC Annual Conference:

Yes: No:

PLEASE RETURN TO:
Chase Palm via email at: cpalm@counties.org

Attachment: CSAC Board Selection Form for 2024-25 (10099 : Selection of California State Association of Counties (CSAC) Board of Directors

COUNTY OF COLUSA, CA

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: County Administrative Office

FROM: Wendy Tyler

SUBJECT: Receive update from County Ad Hoc Committee on City of Colusa Annexation

Receive update from County Ad Hoc Committee on City of Colusa Annexation

Detailed Description/Background of request

Supervisors Evans and Boes will provide an update as to the activities of the committee and the status of the annexation.

Prior Board Action

Fiscal Impact/Funding Source

None.

Action for the Clerk

None.

COUNTY OF COLUSA, CA

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: County Administrative Office

FROM: Wendy Tyler

SUBJECT: Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County Flood Control and Water Conservation District Board.

SITTING AS THE COLUSA COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT BOARD:

Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County Flood Control and Water Conservation District Board.

Detailed Description/Background of request

Due to a noticing error, staff is requesting the Board affirm their action taken on October 1, 2024, adopting the budget resolution for the Colusa County Flood Control & Water Conservation District.

Prior Board Action

Approved Recommended Budget on June 18, 2024.
Held budget hearing and adopted budget on October 1, 2024

Fiscal Impact/Funding Source

Appropriation of $270,000

Action for the Clerk

None.

ATTACHMENTS:

- 24-038 Adopting FY 24-25 Budget for Flood Control and Water Conservation District (PDF)

RESOLUTION NO. 24-038
A RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS SITTING AS THE COLUSA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT ADOPTING THE FISCAL YEAR 2024-25 FINAL BUDGET FOR THE COLUSA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

WHEREAS, California Government Code section 29080 et seq. outlines the necessary steps for adoption of a county budget, including but not limited to: obtaining a balanced budget, supplying ample notice to the public of the availability of the budget documents and comment period, and conducting public hearings on the recommended budget; and

WHEREAS, the County has a balanced budget of which a notice was published in the Pioneer Review notifying the public of the availability of the budget document; and

WHEREAS, on Tuesday, October 1, 2024 at 1:30 p.m. the Board of Supervisors conducted a public hearing on the proposed budget; and

WHEREAS, the public hearing was concluded and closed on October 1, 2024; and

WHEREAS, Section 29089 of the California Government Code outlines the specific elements that shall be contained in this resolution and those elements are addressed and attached hereto as "Exhibit B" and incorporated by reference, comprising the Fiscal Year 2024-25 budget; and

NOW, THEREFORE BE IT RESOLVED, the Colusa County Board of Supervisors hereby adopts the Fiscal Year 2024-2025 Final Budget ("Exhibit B").

RESOLUTION PASSED AND ADOPTED this 1st day of October, 2024 by the following vote:

AYES: Supervisors Janice A. Bell, Kent S. Boes, J. Merced Corona and Daurice K. Smith.

NOES: None.
ABSENT: Supervisor Gary J. Evans.

BOARD OF SUPERVISORS COUNTY OF COLUSA, CALIFORNIA

for Gary J. Evans, Chairperson
Colusa County Board of Supervisors

ATTEST:

Wendy G. Tyler
Clerk to the Board of Supervisors

By: _____
Tiffany Jorgensen, Deputy Clerk

APPROVED AS TO FORM:

Richard Stout, County Counsel

Attachment: 24-038 Adopting FY 24-25 Budget for Flood Control and Water Conservation District (10129 : FY24-25 Final Budget Flood Control

COUNTY OF COLUSA
STATE OF CALIFORNIA
SUMMARY OF COUNTY BUDGET
FISCAL YEAR 2024-25

EXHIBIT B

FUND NO.	COUNTYWIDE FUNDS	AVAILABLE FINANCING				FINANCING REQUIREMENTS		
		FUND BALANCE UNRESERVED/ UNDESIGNATED JUNE 30, 2024	CANCELLATION OF PRIOR YEAR RESERVES	ESTIMATED ADDITIONAL FINANCING SOURCES	TOTAL AVAILABLE FINANCING	ESTIMATED FINANCING USES	PROVISION FOR RESERVES AND/OR DESIGNATIONS (NEW OR INCR.)	TOTAL FINANCING REQUIREMENTS
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
FLOOD CONTROL AND WATER CONSERVATION DISTRICT:								
101-101	FLOOD CONTROL & WATER CONSERVATION DISTRICT	-	-	270,200	270,200	270,000	200	270,200
		-	-	-	-	-	-	-
GRAND TOTAL FLOOD CONTROL AND WATER CONSERVATION DISTRICT		**-**	**-**	**270,200**	**270,200**	**270,000**	**200**	**270,200**

NOTE: Exhibit B includes the ***detailed*** totals for the Flood Control and Water Conservation District.

The "Resolution of the Colusa County Board of Supervisors Adopting the Fiscal Year Final Budget for Countywide Operating Funds and Special Revenues" includes Schedule 1 as an Exhibit, which is a summary of ***all*** Budgets approved by the Board of Supervisors.

The totals from Exhibit B are ***summarized*** and included on Schedule 1 in the "Special Revenue Funds" section. Exhibit B ***does not increase the total budget*** amounts approved by the Board of Supervisors.

Attachment: 24-038 Adopting FY 24-25 Budget for Flood Control and Water Conservation District (10129 : FY24-25 Final Budget Flood Control and Water Conservation District

COUNTY OF COLUSA, CA

Request For County Board of Supervisors Action

MEETING DATE: October 15, 2024

DEPARTMENT: County Administrative Office

FROM: Wendy Tyler

SUBJECT: Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County Air Pollution Control District.

SITTING AS THE COLUSA COUNTY AIR POLLUTION CONTROL DISTRICT BOARD:
Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County Air Pollution Control District.

Detailed Description/Background of request

Due to a noticing error, staff is requesting the Board affirm their action taken on October 1, 2024, adopting the budget resolution for the Colusa County Air Pollution Control District.

Prior Board Action

Approved Recommended Budget on June 18, 2024
Held budget hearing and adopted budget on October 1, 2024

Fiscal Impact/Funding Source

Appropriation of $2,336,126

Action for the Clerk

None.

ATTACHMENTS:

- 24-036 Adopting FY 24-25 Budget Air Pollution Control District (PDF)

RESOLUTION NO.24-036
A RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS SITTING AS THE COLUSA COUNTY AIR POLLUTION CONTROL DISTRICT ADOPTING THE FISCAL YEAR 2024-25 FINAL BUDGET FOR THE COLUSA COUNTY AIR POLLUTION CONTROL DISTRICT

WHEREAS, California Government Code section 29080 et seq. outlines the necessary steps for adoption of a county budget, including but not limited to: obtaining a balanced budget, supplying ample notice to the public of the availability of the budget documents and comment period, and conducting public hearings on the recommended budget; and

WHEREAS, the County has a balanced budget of which a notice was published in the Pioneer Review notifying the public of the availability of the budget document; and

WHEREAS, on Tuesday, October 1, 2024 at 1:30 p.m. the Board of Supervisors conducted a public hearing on the proposed budget; and

WHEREAS, the public hearing was concluded and closed on October 1, 2024; and

WHEREAS, Section 29089 of the California Government Code outlines the specific elements that shall be contained in this resolution and those elements are addressed and attached hereto as "Exhibit C"; and incorporated by reference, comprising the Fiscal Year 2024-25 budget; and

NOW, THEREFORE BE IT RESOLVED, the Colusa County Board of Supervisors hereby adopts the Fiscal Year 2024-2025 Final Budget ("Exhibit C").

RESOLUTION PASSED AND ADOPTED this 1st day of October, 2024 by the following vote:

AYES: Supervisors Janice A. Bell, J. Merced Corona, Kent S. Boes and Daurice K. Smith.

NOES: None.

ABSENT: Supervisor Gary J. Evans.

BOARD OF SUPERVISORS

Gary J. Evans, Chairperson
Colusa County Board of Supervisors

ATTEST:

Wendy G. Tyler
Clerk to the Board of Supervisors

By: _____
Tiffany Jorgensen, Deputy Clerk

APPROVED AS TO FORM:

_____
Richard Stout, County Counsel

Attachment: 24-036 Adopting FY 24-25 Budget Air Pollution Control District (10130 : FY 24-25 Final Budget Air Pollution Control District)

COUNTY OF COLUSA
STATE OF CALIFORNIA
SUMMARY OF COUNTY BUDGET
FISCAL YEAR 2024-25

EXHIBIT C

DEPT./ FUND NO.	COUNTYWIDE FUNDS	AVAILABLE FINANCING				FINANCING REQUIREMENTS		
		FUND BALANCE UNRESERVED/ UNDESIGNATED JUNE 30, 2024	CANCELLATION OF PRIOR YEAR RESERVES	ESTIMATED ADDITIONAL FINANCING SOURCES	TOTAL AVAILABLE FINANCING	ESTIMATED FINANCING USES	PROVISION FOR RESERVES AND/OR DESIGNATIONS (NEW OR INCR.)	TOTAL FINANCING REQUIREMENTS
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
AIR POLLUTION CONTROL BOARD:								
011 - 715	AIR POLLUTION CONTROL	-	82,404	642,707	725,111	725,111	-	725,111
159 - 159	CARL MOYER GRANT	-	50,000	238,986	288,986	288,986	-	288,986
160 - 160	VEHICLE FEES (AB923)	-	-	45,000	45,000	29,000	16,000	45,000
162 - 162	WOOD STOVE MOU CAPCOA	-	12,600	159,052	171,652	171,652	-	171,652
163 - 163	FARMER GRANT	-	301,940	421,387	723,327	723,327	-	723,327
309 - 309	DEVELOPMENT IMPACT FEES - AIR POLLUTION	-	1,770	530	2,300	2,300	-	2,300
313 - 313	CARL MOYER GRANT STATE RESERVES	-	44,750	351,000	395,750	395,750	-	395,750
GRAND TOTAL AIR POLLUTION CONTROL		**-**	**493,464**	**1,858,662**	**2,352,126**	**2,336,126**	**16,000**	**2,352,126**

NOTE: Exhibit C includes the ***detailed*** totals for Air Pollution Control.

The "Resolution of the Colusa County Board of Supervisors Adopting the Fiscal Year Final Budget for Countywide Operating Funds and Special Revenues" includes Schedule 1 as an Exhibit, which is a summary of ***all*** Budgets approved by the Board of Supervisors.

The totals from Exhibit C are ***summarized*** and included on Schedule 1 in the "Special Revenue Funds" section. Exhibit C ***does not increase the total budget*** amounts approved by the Board of Supervisors.

Attachment: 24-036 Adopting FY 24-25 Budget Air Pollution Control District (10130 : FY 24-25 Final

COUNTY OF COLUSA, CA **5.5**

Request For County Board of Supervisors Action

MEETING DATE: **October 15, 2024**

DEPARTMENT: **County Administrative Office**

FROM: **Wendy Tyler**

SUBJECT: **Affirm Adoption of Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County In-Home Supportive Services Public Authority.**

SITTING AS THE COLUSA COUNTY IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY:
Affirm Adoption Resolution Adopting the Fiscal Year 2024-25 Final Budget for The Colusa County In-Home Supportive Services Public Authority.

Detailed Description/Background of request
Due to a noticing error, staff is requesting the Board affirm their action taken on October 1, 2024, adopting the budget resolution for the Colusa In-Home Supportive Services Public Authority.

Prior Board Action
Approved Recommended Budget on June 18, 2024.
Held budget hearing and adopted budget on October 1, 2024

Fiscal Impact/Funding Source
Appropriation of $252,624

Action for the Clerk

None.

ATTACHMENTS:

- 24-037 Adopting the FY Final Budget In-Home Support Services Public Authority (PDF)

RESOLUTION NO. 24-037
A RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS SITTING AS THE COLUSA COUNTY IN-HOME SUPPORT SERVICES PUBLIC AUTHORITY ADOPTING THE FISCAL YEAR 2024-25 FINAL BUDGET FOR THE COLUSA COUNTY IN-HOME SUPPORT SERVICES PUBLIC AUTHORITY

WHEREAS, California Government Code section 29080 et seq. outlines the necessary steps for adoption of a county budget, including but not limited to: obtaining a balanced budget, supplying ample notice to the public of the availability of the budget documents and comment period, and conducting public hearings on the recommended budget; and

WHEREAS, the County has a balanced budget of which a notice was published in the Pioneer Review notifying the public of the availability of the budget document; and

WHEREAS, on Tuesday, October 1, 2024 at 1:30 p.m. the Board of Supervisors conducted a public hearing on the proposed budget; and

WHEREAS, the public hearing was concluded and closed on October 1, 2024; and

WHEREAS, Section 29089 of the California Government Code outlines the specific elements that shall be contained in this resolution and those elements are addressed and attached hereto as "Exhibit D" and incorporated by reference, comprising the Fiscal Year 2024-25 budget; and

NOW, THEREFORE BE IT RESOLVED, the Colusa County Board of Supervisors hereby adopts the Fiscal Year 2024-2025 Final Budget ("Exhibit D").

RESOLUTION PASSED AND ADOPTED this 1st day of October, 2024 by the following vote:

AYES: Supervisors Janice A. Bell, J. Merced Corona, Kent S. Boes and Daurice K. Smith.

NOES: None.

ABSENT: Supervisor Gary J. Evans.

BOARD OF SUPERVISORS

for Gary J. Evans, Chairperson
Colusa County Board of Supervisors

ATTEST:

Wendy G. Tyler
Clerk to the Board of Supervisors

By: _____
Tiffany Jorgensen, Deputy Clerk

APPROVED AS TO FORM:

_____
Richard Stout, County Counsel

Attachment: 24-037 Adopting the FY Final Budget In-Home Support Services Public Authority (10131 : FY 24-25 Final Budget In-Home

COUNTY OF COLUSA
STATE OF CALIFORNIA
SUMMARY OF COUNTY BUDGET
FISCAL YEAR 2024-25

EXHIBIT D

FUND NO.	COUNTYWIDE FUNDS	AVAILABLE FINANCING				FINANCING REQUIREMENTS		
		FUND BALANCE UNRESERVED/ UNDESIGNATED JUNE 30, 2024	CANCELLATION OF PRIOR YEAR RESERVES	ESTIMATED ADDITIONAL FINANCING SOURCES	TOTAL AVAILABLE FINANCING	ESTIMATED FINANCING USES	PROVISION FOR RESERVES AND/OR DESIGNATIONS (NEW OR INCR.)	TOTAL FINANCING REQUIREMENTS
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
PUBLIC AUTHORITY:								
800-000	IHSS PUBLIC AUTHORITY	-	-	252,624	252,624	252,624		252,624
GRAND TOTAL PUBLIC AUTHORITY		**-**	**-**	**252,624**	**252,624**	**252,624**	**-**	**252,624**

NOTE: Exhibit D includes the ***detailed*** totals for the IHSS Public Authority.

The "Resolution of the Colusa County Board of Supervisors Adopting the Fiscal Year Final Budget for Countywide Operating Funds and Special Revenues" includes Schedule 1 as an Exhibit, which is a summary of ***all*** Budgets approved by the Board of Supervisors.

The totals from Exhibit D are also included on Schedule 1 in the "Public Authority" section. Exhibit D ***does not increase the total budget*** amounts approved by the Board of Supervisors.

Attachment: 24-037 Adopting the FY Final Budget In-Home Support Services Public Authority (10131 : FY

COUNTY OF COLUSA, CA **8.1**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**County Counsel**
FROM:	**Richard Stout**
SUBJECT:	**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (1 case)**

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9 (d)(2): one matter.

Detailed Description/Background of request

Prior Board Action

Fiscal Impact/Funding Source

Action for the Clerk

COUNTY OF COLUSA, CA **8.2**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**County Administrative Office**
FROM:	**Wendy Tyler**
SUBJECT:	**CLOSED SESSION: PUBLIC EMPLOYMENT California Government Code 54957(b). Title: Community Development Director.**

CLOSED SESSION: PUBLIC EMPLOYMENT
California Government Code 54957(b). Title: Community Development Director.

Detailed Description/Background of request

Prior Board Action

Fiscal Impact/Funding Source

Action for the Clerk

COUNTY OF COLUSA, CA **8.3**

Request For County Board of Supervisors Action

MEETING DATE:	**October 15, 2024**
DEPARTMENT:	**County Administrative Office**
FROM:	**Wendy Tyler**
SUBJECT:	**EMPLOYEE PERFORMANCE EVALUATION California Government Code section 54957(b). Title: CAO.**

EMPLOYEE PERFORMANCE EVALUATION
California Government Code section 54957(b). Title: CAO.

Detailed Description/Background of request

Prior Board Action

Fiscal Impact/Funding Source

Action for the Clerk