

Attachment C:
Future Leaders of America
FY 20-23 AM1



County of Santa Barbara

BOARD OF SUPERVISORS

Minute Order

December 14, 2021

Present: 5 - Supervisor Williams, Supervisor Hart, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

BEHAVIORAL WELLNESS DEPARTMENT

File Reference No. 21-01134

RE: Consider recommendations regarding a Budget Revision Request and amendments to add a Cannabis Education Program and Federal Provisions to Three Agreements, as follows: (4/5 Vote Required)

a) Approve Budget Revision Request No. 0007946 to: 1) increase appropriations of \$160,000.00 in the Behavioral Wellness Department, Alcohol and Drug Programs (ADP) Fund, for Salaries and Benefits (\$17,000.00), Services and Supplies (\$143,000.00), funded by an Operating Transfer from the General Fund (\$160,000.00); and 2) increase appropriations of \$160,000.00 in General County Programs, General Fund for Other Financing Uses funded by release of Committed Props 215/64 - Cannabis Fund Balance;

b) Approve, ratify, and authorize the Chair to execute a First Amendment to the Agreement with Future Leaders of America, a California non-profit public benefit corporation (BC 20-121) (not a local vendor) to: 1) add a Cannabis Education/Prevention program for youth and perinatal women; 2) incorporate additional Federal provisions to maintain compliance with Substance Abuse Prevention and Treatment (SAPT) grant terms and Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200); 3) extend the Agreement term an additional year to June 30, 2023; and, 4) increase the Agreement amount by \$159,666.00 for a new total maximum contract amount not to exceed \$399,666.00, inclusive of \$120,000.00 for Fiscal Year (FY) 2020-2021, \$159,666.00 for FY 2021-2022, and \$120,000.00 for FY 2022-2023, for the period of July 1, 2020 through June 30, 2023;

c) Approve, ratify, and authorize the Chair to execute a First Amendment to the Agreement with Fighting Back Santa Maria Valley, a California non-profit public benefit corporation (BC 20-121) (a local vendor) to: 1) add a Cannabis Education/Prevention program for youth and perinatal women; 2) incorporate additional Federal provisions to maintain compliance with SAPT grant terms and OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements



County of Santa Barbara

BOARD OF SUPERVISORS

Minute Order

December 14, 2021

for Federal Awards (2 CFR Part 200); 3) extend the Agreement term an additional year to June 30, 2023; and, 4) increase the Agreement amount by \$159,666.00 for a new total maximum contract amount not to exceed \$399,666.00, inclusive of \$120,000.00 for FY 2020-2021, \$159,666.00 for FY 2021-2022, and \$120,000.00 for FY 2022-2023, for the period of July 1, 2020 through June 30, 2023;

d) Approve, ratify, and authorize the Chair to execute a First Amendment to the Agreement with Santa Ynez Valley People Helping People, a California non-profit public benefit corporation (BC 20-118) (a local vendor) to: 1) add a Cannabis Education/Prevention program for youth and perinatal women; 2) incorporate additional Federal provisions to maintain compliance with SAPT grant terms and OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200); 3) extend the Agreement term an additional year to June 30, 2023; and, 4) increase the Agreement amount by \$210,666.00 for a new Contract Maximum Amount not to exceed \$552,666.00, inclusive of \$153,000.00 in Mental Health funding (\$51,000.00 per FY) and \$399,666.00 in ADP funding (\$120,000.00 for FY 2020-2021, \$159,666.00 for FY 2021-2022, and \$120,000.00 for FY 2022-2023), for the period of July 1, 2020 through June 30, 2023; and

e) Determine that the above actions are government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

A motion was made by Supervisor Hartmann, seconded by Supervisor Hart, that this matter be acted on as follows:

a) Approved;

b) through d) Approved, ratified and authorized; Chair to execute; and

e) Approved.

The motion carried by the following vote:

Ayes: 5 - Supervisor Williams, Supervisor Hart, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Behavioral Wellness
Department No.: 043
For Agenda Of: December 14, 2021
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: 4/5ths

TO: Board of Supervisors
FROM: Department Pam Fisher, Psy.D., Interim Director
Director(s) Behavioral Wellness, 805-681-5220
Contact Info: John Doyel, MA, LAADC, ADP Division Chief
Department of Behavioral Wellness, 805-681-5200
SUBJECT: Behavioral Wellness Alcohol and Drug Prevention Services – Budget Revision
Request and Amendments to Add Cannabis Education Program and Federal
Provisions to Three Agreements

DS
PF

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

- A. Approve Budget Revision Request No. 0007946 to: (1) increase appropriations of \$160,000 in the Behavioral Wellness Department, Alcohol and Drug Programs (ADP) Fund, for Salaries and Benefits (\$17,000), Services and Supplies (\$143,000), funded by an Operating Transfer from the General Fund (\$160,000); and, (2) increase appropriations of \$160,000 in General County Programs, General Fund for Other Financing Uses funded by release of Committed Props 215/64 – Cannabis Fund Balance;
- B. Approve, ratify, and authorize the Chair to execute a First Amendment to the Agreement with **Future Leaders of America**, a California nonprofit public benefit corporation (BC 20-121) (not a local vendor) to: (1) add a Cannabis Education/Prevention program for youth and perinatal women; (2) incorporate additional Federal provisions to maintain compliance with Substance Abuse Prevention and Treatment (SAPT) grant terms and Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200); (3) extend the Agreement term an additional year to June 30, 2023; and, (4) increase the Agreement amount by **\$159,666** for a new total maximum contract amount not to exceed **\$399,666**, inclusive of \$120,000 for FY 20-21, \$159,666 for FY 21-22, and \$120,000 for FY 22-23, for the period of July 1, 2020 through June 30, 2023;
- C. Approve, ratify, and authorize the Chair to execute a First Amendment to the Agreement with **Fighting Back Santa Maria Valley**, a California nonprofit public benefit corporation (BC 20-

121) (a local vendor) to: (1) add a Cannabis Education/Prevention program for youth and perinatal women; (2) incorporate additional Federal provisions to maintain compliance with Substance Abuse Prevention and Treatment (SAPT) grant terms and Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200); (3) extend the Agreement term an additional year to June 30, 2023; and, (4) increase the Agreement amount by **\$159,666** for a new total maximum contract amount not to exceed **\$399,666**, inclusive of \$120,000 for FY 20-21, \$159,666 for FY 21-22, and \$120,000 for FY 22-23, for the period of July 1, 2020 through June 30, 2023;

- D. Approve, ratify, and authorize the Chair to execute a First Amendment to the Agreement with **Santa Ynez Valley People Helping People**, a California nonprofit public benefit corporation (BC 20-118) (a local vendor) to: (1) add a Cannabis Education/Prevention program for youth and perinatal women; (2) incorporate additional Federal provisions to maintain compliance with Substance Abuse Prevention and Treatment (SAPT) grant terms and Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200); (3) extend the Agreement term an additional year to June 30, 2023; and, (4) increase the Agreement amount by **\$210,666** for a new Contract Maximum Amount not to exceed **\$552,666**, inclusive of \$153,000 in Mental Health funding (\$51,000 per FY) and \$399,666 in Alcohol and Drug Program funding (\$120,000 for FY 20-21, \$159,666 for FY 21-22, and \$120,000 for FY 22-23), for the period of July 1, 2020 through June 30, 2023; and
- E. Determine that the above actions are government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

This item is on the agenda to request Board approval of Budget Revision Request No. 0007946 and approval of amendments to the Agreements with three ADP providers, to add a Cannabis Education/Prevention program for youth and perinatal women in Santa Barbara County, to extend the Agreement terms, to increase funding, and to add required Federal provisions, including Federal Award Identification Tables. The three providers are:

- Future Leaders of America
- Santa Ynez Valley People Helping People
- Fighting Back Santa Maria Valley

The County of Santa Barbara Public Health Department and Behavioral Wellness Department (BeWell) will collaborate to use \$160,000 from the County General to provide cannabis education and prevention services for youth and perinatal women throughout each region of the County. Additionally, the Federal provisions in these agreements must be updated to maintain compliance with Federal OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200) also referred to as Uniform Guidance.

The California Department of Health Care Services (DHCS) no longer requires the County's ADP Prevention Division to develop its own Strategic Prevention Plan (SPP), as DHCS will be developing a Statewide SPP with the help of all counties which will be completed by June 30, 2023. As a result, DHCS has approved a 1-year extension of the current SPP (from June 30, 2022 to June 30, 2023), and BeWell wishes to extend the Agreement terms for the above providers by 1 year to align with the SPP.

Background:

In adherence to the County's Strategic Prevention Framework Plan, and under the direction of the State Department of Health Care Services, priority areas for Santa Barbara County's prevention programs include underage drinking, excessive drinking, marijuana use (ages 10-25), and opioid misuse. Three evidence-based strategies were selected and specific programs were funded in order to address the priority areas identified. In April 2017, the Santa Barbara County Department of Behavioral Wellness Alcohol and Drug Program (ADP) released a Request for Proposal (RFP) for three unique community-based prevention programs. One of these programs included the Community Coalitions/Task Forces. Future Leaders of America, Fighting Back Santa Maria Valley, and Santa Ynez Valley People Helping People were chosen to provide Community Coalitions/Tasks Forces program services and have been providing these services since October 2017.

Community Coalitions/Task Forces (CC/TF): A coalition is defined as a formal arrangement for collaboration among groups in which each retains its identity but all agree to work together towards a common goal. Similarly, a task force is a temporary grouping together under one leader for the purpose of accomplishing a definite objective. These common groups of people serve as catalysts for population-level change, and should include a broad cross-section of the population to ensure representation from organizations that represent various cultural groups. BeWell sought Community Coalitions/Tasks Forces program services that would enhance state and local alcohol and drug prevention efforts by mobilizing communities, participating in policy advocacy, and changing social norms. In Santa Barbara County, these services are provided by **Fighting Back Santa Maria Valley (FBSMV)** (North County), **Future Leaders of America (FLA)** (South County), and **Santa Ynez Valley, People Helping People (PHP)** (Mid County).

BeWell has contracted with FBSMV since FY 2014-2015 and with FLA and PHP since 2003. Under these Agreements, each of these providers is required to coordinate all aspects of coalition building including recruitment, direction of interventions, and maintenance. They work closely with assigned ADP staff to ensure a two-way flow of communication and effective program implementation and to receive technical assistance as needed. In addition to prevention services, PHP also provides an early childhood mental health program for children from birth to five years old. This program promotes positive parenting practices, prevents child abuse and neglect, and aims to enhance child health and development.

Addition of Cannabis Education/Prevention Program

As part of the FY 2021-22 budget, the Board of Supervisors approved an ongoing set-aside of \$160,000 in General County Programs for the purpose of enhancing cannabis education efforts for youth in Santa Barbara County. In response, the Behavioral Wellness Department, in collaboration with the Public Health Department, designed a cannabis education and prevention program that targets youth and perinatal women throughout the county and delivers services through community-based organizations. Addressing and combatting cannabis use among youth is currently one of the four priorities within the Behavioral Wellness Department's current Strategic Prevention Plan.

The dangers of Cannabis youth among adolescents is well documented. Aside from affecting cognitive development, adolescent cannabis use is correlated with negative life outcomes and increases the likelihood of developing chemical addictions later in life. In addition, marijuana use during pregnancy can be harmful to a baby's health as it passes through the mother's system.

Addressing and combatting cannabis use among youth is currently one of the four priorities with County of Santa Barbara Behavioral Wellness current Strategic Prevention Plan (SPP), 2017-2022. It is anticipated that this priority will continue with the next SPP, 2022-2027, as preliminary assessments indicate a constant need to prevent cannabis use among our adolescent populations. This County General Funding will expand educational and prevention services by also addressing prevention of use in the perinatal population and enhance other current efforts including existing PHD cannabis campaigns, current Behavioral Wellness primary prevention services and the newly awarded California Board of State and Community Corrections Proposition 64 grant.

All service deliverables are innovative and conform to a community-based model of educating populations through a “Promotoras” model that is focused on champion people to provide the education. The Campaign Goals are as follows:

1. Reduce use of cannabis among youth and prevent use in perinatal women in the county.
2. Deliver educational cannabis campaign to provide information and understanding of the health risks of Cannabis use among youth and the effects of use of in perinatal women throughout the county of Santa Barbara.
3. Increase community awareness, education, and engagement by developing strong positive information and education on the issue.

Update to Federal Provisions

The County Auditor-Controller through its external audit firm performed a FY 2019-2020 Single Audit for the Behavioral Wellness’ SAPT Federal program. Based on the results of the audit, which have not been formally issued, the external auditor recommended that Behavioral Wellness update agreements to include Federal subrecipient requirements per 2 CFR § 200.332.

In accordance with 2 CFR § 200.332, pass-through entities must:

- Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the information at 2 CFR § 200.332(a)(1) through (6) at the time of the subaward and if any of those data elements change, include the changes in subsequent subaward modification.

At the time of audit, the County categorized all providers that receive SAPT funding, as “contractors” instead of “subrecipients”. At the recommendation of the external auditor, the Department is classifying these providers as subrecipients with regards to the SAPT program. This type of classification is subjective and open to interpretation. This classification change results in the need to update the Agreements to identify disclosures of Federal subaward elements. Most of these elements are present in the current Agreements; however, they are not easily identifiable in a table.

Behavioral Wellness wishes to amend the agreements with the SAPT subrecipients (three ADP providers listed above) to identify the SAPT subaward as well as the elements required by 2 CFR § 200.332(a)(1) through (6). This will be accomplished by inclusion of Federal Award Identification tables that make direct reference to the requirements.

Performance Measures:

Community Coalitions/Task Forces (CC/TF): Behavioral Wellness sought Community Coalitions/Tasks Forces program services that would enhance state and local alcohol and drug prevention efforts by mobilizing communities, participating in policy advocacy, and changing social norms. Coalitions are expected to:

1. Achieve 90 % of the following Community Coalition performance expectations:
 - 1) Establish/maintain Community Coalitions/Task Forces with a minimum of 12 (twelve) community sectors involved in their coalitions or task forces.
 - 2) Train a minimum of twelve (12) coalition members annually on the application of evidence-based prevention strategies.
 - 3) Facilitate monthly coalition meetings designed to raise community awareness, develop policy and media advocacy strategies, develop campaign materials, and plan the implementation of community-based prevention projects.
 - 4) Collaborate with coalition members and prevention partners in order to implement a minimum of two (2) media advocacy prevention campaigns annually reaching approximately 8,000 people.
 - 5) Collaborate with coalition members and prevention partners in order to implement a minimum of two (2) community-based prevention projects annually.
 - 6) Collaborate with County staff in order to collect annual community and retailer surveys.
2. Demonstrate an impact on the community by having a 5% change in Media Recognition and Recall Survey.
3. Demonstrate an impact on alcohol retailers by having a 5% change in Retailer Survey.

Performance Outcomes:

Future Leaders of America (FLA) provides the coordination and administration of a community-based Alcohol and Other Drug (AOD) Prevention Coalition in the South County. FLA has met 5 of their 6 Community Coalition performance expectations in FY 2020-21. The one not met was training a minimum of twelve (12) coalition members annually.

Performance Outcome Data:

- They established/maintained twelve (12) community sectors involved in their coalition task forces;
- Trained 8 coalition members on the application of evidence-based prevention strategies;
- Collaborated with coalition members and prevention partners in order to implement three media advocacy prevention campaigns using TV and social media. The prevention focus was on underage drinking, excessive drinking and opioids. Target audiences were youth, young adult, adult, and older adult. The number of people reached is unknown;
- Collaborated with coalition members and prevention partners in order to implement three (3) community-based prevention projects (Red Ribbon Week, Deemed Approved Ordinance, and Cookie DAO Social Media Campaign. The prevention focus was marijuana, underage drinking, excessive drinking, and opioids. Target audiences were youth, young adult, adult and older adult. The number of people reached is unclear from what was reported on projects 2 & 3;
- Collaborated with county staff in order to collect annual community surveys. They collected a total of 214 community surveys. No retailer surveys were reported;
- Facilitated overall monthly coalition meetings designed to raise community awareness, develop policy and media advocacy strategies, develop campaign materials, and plan the implementation of community-based prevention projects. There were 2 in Q1, 3 in Q2, 3 in Q3 and 7 in Q4.

Fighting Back Santa Maria Valley (FBSMV) provides the coordination and administration of a

Page 6 of 8

community based AOD Prevention Coalition in the North County. FBSMV has met all 6 of their 6 Community Coalition performance expectations in FY 2020-21.

Performance Outcome Data:

- They established/maintained fourteen (14) community sectors involved in their coalition task forces;
- Trained 22 coalition members on the application of evidence-based prevention strategies;
- Collaborated with coalition members and prevention partners in order to implement four media advocacy prevention campaigns using radio, TV and social media. The prevention focus was on marijuana, underage drinking, excessive drinking and opioids. Target audiences were youth, young adult, adult, and older adult. The number of people reached was 605,036;
- Collaborated with coalition members and prevention partners in order to implement three (3) community-based prevention projects (Teen Safety Night: Hidden in Plain Sight; Teen Safety Night: Hidden in Plain Sight-Positive Choices; and Teen Safety Night: Hidden in Plain Sight. The prevention focus was marijuana, underage drinking, excessive drinking, and opioids. Target audiences were youth, young adult, adult and older adult. The number of people reached was 280;
- Collaborated with county staff in order to collect annual community and retailer surveys. They collected a total of 144 community surveys. Retailer surveys were to be collected in Spring, 2021.
- Facilitated overall monthly coalition meetings designed to raise community awareness, develop policy and media advocacy strategies, develop campaign materials, and plan the implementation of community-based prevention projects.

Santa Ynez Valley People Helping People (PHP) provides the coordination and administration of a community based AOD Prevention Coalition in the Santa Ynez Valley. In addition to the provision Community Coalitions/Tasks Forces program services, PHP also provides Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Early Childhood Mental Health Services. PHP has met 6 of their 6 Community Coalition performance expectations and 2 of their 4 ECMH (PEI) performance expectations for FY 2020-21.

Performance Outcome Data:

- They established/maintained fourteen (14) community sectors involved in their coalition task forces;
- Trained 22 coalition members on the application of evidence-based prevention strategies;
- Collaborated with coalition members and prevention partners in order to implement four media advocacy prevention campaigns using radio, TV and social media. The prevention focus was on marijuana, underage drinking, excessive drinking and opioids. Target audiences were youth, young adult, adult, and older adult. The number of people reached was 605,036;
- Collaborated with coalition members and prevention partners in order to implement three (3) community-based prevention projects (Teen Safety Night: Hidden in Plain Sight; Teen Safety Night: Hidden in Plain Sight-Positive Choices; and Teen Safety Night: Hidden in Plain Sight. The prevention focus was marijuana, underage drinking, excessive drinking, and opioids. Target audiences were youth, young adult, adult and older adult. The number of people reached was 280;

- Collaborated with county staff in order to collect annual community and retailer surveys. They collected a total of 144 community surveys. Retailer surveys were to be collected in Spring, 2021.
- Facilitated overall monthly coalition meetings designed to raise community awareness, develop policy and media advocacy strategies, develop campaign materials, and plan the implementation of community-based prevention projects.
- ECMH (PEI): They served an average of 24 clients per quarter. There were 24 parenting/education and support groups to families/parents with a goal of 30/yr; they provided 178 screenings and assessments to families presenting with mental health issues with a goal of 80/yr; there were no developmental screenings with a goal of 45/yr; and there were 240 referrals to family services coordinators for case management, linkages/referrals to other needed services with a goal of 60/yr.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Sources	FY 20-21	FY 21-22	FY 22-23	FY 20-23 Overall Cost
General Fund		\$ 118,998.00		
State	\$ 51,000.00	\$ 51,000.00	\$ 51,000.00	
Federal	\$ 360,000.00	\$ 360,000.00	\$ 360,000.00	
Fees				
Other:				
Total	\$ 411,000.00	\$ 529,998.00	\$ 411,000.00	\$ 1,351,998.00

Narrative: The above referenced Agreements are currently funded by State and Federal funds. Those funding sources are included in the FY 21-22 Adopted Budget. As part of the FY 2021-22 budget, the Board of Supervisors approved an ongoing set-aside of \$160,000 in General County Programs (inclusive of \$118,998 above) for the purpose of enhancing cannabis education efforts for youth in Santa Barbara County. Approval of the attached Budget Revision Request will increase appropriations of \$160,000 in the Behavioral Wellness Department, Alcohol and Drug Programs (ADP) Fund, funded by an Operating Transfer from the General Fund (\$160,000).

Key Contract Risks:

As with any Agreement funded by State and Federal sources, there is a risk of future audit disallowances and repayments. The Agreements include language requiring contractors to repay any amounts disallowed in audit findings, minimizing financial risks to the County.

Special Instructions:

Please email one (1) copy of each complete executed amendment and one (1) minute order to bethle@sbcbswell.org and bwelcontractsstaff@co.santa-barbara.ca.us.

Attachments:

- Attachment A: Budget Revision Request No. 0007946
- Attachment B: Future Leaders of America FY 20-22 AM1
- Attachment C: Fighting Back Santa Maria Valley FY 20-22 AM1

Page 8 of 8

Attachment D: Santa Ynez Valley People Helping People FY 20-22 AM1

Attachment E: Future Leaders of America FY 20-22 Board Contract (BC 20-121)

Attachment F: Fighting Back Santa Maria Valley FY 20-22 Board Contract (BC 20-120)

Attachment G: Santa Ynez Valley People Helping People FY 20-22 Board Contract (BC 20-118)

Authored by:

B. Le

FIRST AMENDMENT

TO THE AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR

THIS FIRST AMENDMENT to the Agreement for Services of Independent Contractor, referenced as **BC #20-121** (hereafter First Amended Agreement), is made by and between the **County of Santa Barbara** (County or Department) and **Future Leaders of America** (Contractor), for the continued provision of services specified herein.

WHEREAS, Contractor represents that it is specially trained, skilled, experienced, and competent to perform the special services required by County, and County desires to continue to retain the services of Contractor pursuant to the terms, covenants, and conditions herein set forth;

WHEREAS, the County Board of Supervisors authorized the County to enter into an Agreement for Services of Independent Contractor with **Future Leaders of America** on August 18, 2020 (hereafter Agreement) (BC 20-121) for the provision of substance use prevention services for a total Agreement amount not to exceed \$240,000 for the period of July 1, 2020 through June 30, 2022;

WHEREAS, this First Amended Agreement adds a Cannabis Education/Prevention program for youth and perinatal women; adds required Federal provisions including Federal Award Identification Tables; extends the Agreement term to June 30, 2023; and, increases the Agreement amount by \$39,666 for FY 21-22 and \$120,000 for FY 22-23, for a new Contract Maximum Amount not to exceed **\$399,666**, inclusive of \$120,000 for FY 20-21, \$159,666 for FY 21-22, and \$120,000 for FY 22-23, for the period of July 1, 2020 through June 30, 2023; and

WHEREAS, the First Amended Agreement incorporates the terms and conditions set forth in the original Agreement approved by the County Board of Supervisors on August 18, 2020, except as modified by this First Amended Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

I. Delete Section 4 (Term) of the Standard Terms & Conditions in its entirety, and replace with the following:

4. TERM.

Contractor shall commence performance on 7/1/2020 and end performance upon completion, but no later than 6/30/2023 unless otherwise directed by County or unless earlier terminated.

II. Add the following Federal provisions to the Standard Terms & Conditions:

37. MANDATORY DISCLOSURE.

CONTRACTOR must disclose, in a timely manner, in writing to the COUNTY all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. Contractor is required to report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM) located at www.sam.gov. Failure to make required disclosures can result in any of the remedies described in 2 CFR § 200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180 and 31 U.S.C. 3321.)

III. Add Exhibit A-1, Statement of Work: ADP, General Provisions, Section 15.D:

D. Federal Award Identification. CONTRACTOR acting as a Federal Subrecipient shall comply with the requirements of Title 2, Code of Federal Regulations, Part 200, which are hereby incorporated by reference in this subaward. The following Federal Award Information is provided in accordance with 2 CFR § 200.332:

FEDERAL AWARD IDENTIFICATION TABLES

FY 20-21

FFY20 Federal Award Identification Table	
1	Subrecipient Name Future Leaders of America
2	Subrecipient Unique Entity Number (DUNS Number) 098372399
3	Federal Award ID 1B08T1083062-01
4	FAIN B08T1083062
5	Federal Award Date 4/10/2020
6	Subaward Period of Performance - Start Date and End Date 07/01/2020-06/30/2021
7	Subaward Budget Period - Start Date and End Date 07/01/2020-06/30/2021
8	Amount of Federal Funds Obligated by this Action by Pass Through to Subrecipient \$120,000.00
9	Total Amount of Federal Funds Obligated to Subrecipient by Pass Through Including Current Financial Obligation \$120,000.00
10	Total Amount of Federal Award Committed to the Subrecipient by the Pass Through Entity \$120,000.00
11	Federal Award Project Description Substance Abuse Prevention & Treatment Block Grant
12	Federal Awarding Agency Substance Abuse and Mental Health Services Administration (SAMHSA)
13	Pass Through Entity California Department of Health Care Services & County of Santa Barbara Behavioral Wellness
14	Contact information for Awarding Official of Pass Through Entity Director County of Santa Barbara Department of Behavioral Wellness 300 N. San Antonio Rd Santa Barbara, CA 93110
15	CFDA Number 93.959
16	CFDA Name Block Grants for Prevention and Treatment of Substance Abuse
17	Is Award for Research and Development? No
18	Indirect Cost Rate for Award 10% or less
19	Requirements imposed by Pass Through Entity Contractor shall abide by all relevant provisions of law governing the SABG including but not limited to, the Code of Federal Regulations Title 45 Part 96 and Section 1921 of the Public Health Service Act, Title XIX Part B, and Subpart II and III. Contractor shall also comply with Performance Agreement Number 18-95274-A01 between Department of Behavioral Wellness and DHCS, until such time as the amendment or a new Performance Agreement is entered into between Behavioral Wellness and DHCS. Contractor shall abide by subsequent Performance Agreements executed during the term of this agreement.
20	Additional requirements- Financial and Performance Reports Contractor shall abide by all relevant provisions listed in the County Contract under Exhibit A's (Statements of Work) and Exhibit B (ADP Financial Provisions)
21	Access to Subrecipient Records The subrecipient must permit the County and auditors access to subrecipient records and financial statements as necessary for the County to meet requirements of 2 CFR 200.332 and to determine compliance with federal award requirements.
22	Closeout Terms and Conditions Contractor shall comply with the closeout requirements in 2 CFR § 200.344, as applicable. Contractor shall also provide County documentation to complete its responsibilities per 2 CFR § 200.344. In accordance with the County contract, Contractor shall deliver to County all data, estimates, graphs, summaries, reports, and all other property, records, documents or papers as may have been accumulated or produced by Contractor in performing this Agreement, whether completed or in process, except such items as County may, by written permission, permit Contractor to retain. Notwithstanding any other payment provision of this Agreement, County shall pay Contractor for satisfactory services performed to the date of termination to include a prorated amount of compensation due hereunder less payments, if any, previously made. In no event shall Contractor be paid an amount in excess of the full price under this Agreement nor for profit on unperformed portions of service. Contractor shall furnish to County such financial information as in the judgment of County is necessary to determine the reasonable value of the services rendered by Contractor. In the event of a dispute as to the reasonable value of the services rendered by Contractor, the decision of County shall be final. The foregoing is cumulative and shall not affect any right or remedy which County may have in law or equity.

FEDERAL AWARD IDENTIFICATION TABLES

FY 21-22

FFY21 Federal Award Identification Table		
1	Subrecipient Name	Future Leaders of America
2	Subrecipient Unique Entity Number (DUNS Number)	098372399
3	Federal Award ID	1808T1083437-01
4	FAIN	808T1083437
5	Federal Award Date	2/1/2021
6	Subaward Period of Performance - Start Date and End Date	07/01/2021-06/30/2022
7	Subaward Budget Period - Start Date and End Date	07/01/2021-06/30/2022
8	Amount of Federal Funds Obligated by this Action by Pass Through to Subrecipient	\$120,000.00
9	Total Amount of Federal Funds Obligated to Subrecipient by Pass Through including Current Financial Obligation	\$120,000.00
10	Total Amount of Federal Award Committed to the Subrecipient by the Pass Through Entity	\$120,000.00
11	Federal Award Project Description	Substance Abuse Prevention & Treatment Block Grant
12	Federal Awarding Agency	Substance Abuse and Mental Health Services Administration (SAMHSA)
13	Pass Through Entity	California Department of Health Care Services & County of Santa Barbara Behavioral Wellness
14	Contact Information for Awarding Official of Pass Through Entity	Director County of Santa Barbara Department of Behavioral Wellness 300 N. San Antonio Rd Santa Barbara, CA 93110
15	CFDA Number	93.959
16	CFDA Name	Block Grants for Prevention and Treatment of Substance Abuse
17	Is Award for Research and Development?	No
18	Indirect Cost Rate for Award	10% or less
19	Requirements Imposed by Pass Through Entity	Contractor shall abide by all relevant provisions of law governing the SABG including but not limited to, the Code of Federal Regulations Title 45 Part 96 and Section 1921 of the Public Health Service Act, Title XIX Part B, and Subpart II and III. Contractor shall also comply with Performance Agreement Number 18-95274-A01 between Department of Behavioral Wellness and DHCS, until such time as the amendment or a new Performance Agreement is entered into between Behavioral Wellness and DHCS. Contractor shall abide by subsequent Performance Agreements executed during the term of this agreement.
20	Additional requirements- Financial and Performance Reports	Contractor shall abide by all relevant provisions listed in the County Contract under Exhibit A's (Statements of Work) and Exhibit B (ADP Financial Provisions)
21	Access to Subrecipient Records	The subrecipient must permit the County and auditors access to subrecipient records and financial statements as necessary for the County to meet requirements of 2 CFR 200.352 and to determine compliance with federal award requirements.
22	Closeout Terms and Conditions	Contractor shall comply with the closeout requirements in 2 CFR § 200.344, as applicable. Contractor shall also provide County documentation to complete its responsibilities per 2 CFR § 200.344. In accordance with the County contract, Contractor shall deliver to County all data, estimates, graphs, summaries, reports, and all other property, records, documents or papers as may have been accumulated or produced by Contractor in performing this Agreement, whether completed or in process, except such items as County may, by written permission, permit Contractor to retain. Notwithstanding any other payment provision of this Agreement, County shall pay Contractor for satisfactory services performed to the date of termination to include a prorated amount of compensation due hereunder less payments, if any, previously made. In no event shall Contractor be paid an amount in excess of the full price under this Agreement nor for profit on unperformed portions of service. Contractor shall furnish to County such financial information as in the judgment of County is necessary to determine the reasonable value of the services rendered by Contractor. In the event of a dispute as to the reasonable value of the services rendered by Contractor, the decision of County shall be final. The foregoing is cumulative and shall not affect any right or remedy which County may have in law or equity.

IV. Add Exhibit A-3 – Statement of Work: ADP Cannabis Prevention:

EXHIBIT A-3

**STATEMENT OF WORK: ADP
CANNABIS PREVENTION**

Effective through June 30, 2022

1. PROGRAM SUMMARY.

The Cannabis Education/Prevention program shall implement primary prevention strategies, interventions, and activities in alignment with the County Strategic Prevention Plan in order to prevent and reduce problems associated with substance abuse in Santa Barbara County.

- 2. PROGRAM GOALS.** Contractor shall be responsible for achieving County Strategic Prevention Plan (SPP) goals available at: <http://www.countyofsb.org/behavioral-wellness/Asset.c/3904>.

Each goal is linked to objectives identified in the SPP and strategies identified in the Substance Abuse and Mental Health Services administration (SAMHSA) Center for Substance Abuse Prevention (CSAP) Strategies, <http://www.samhsa.gov/prevention>. Contractor shall implement these CSAP strategies for the purpose of accomplishing prevention outcomes as follows:

- A. Decrease marijuana use among youth.

3. SERVICES.

Contractor shall provide the following services to implement SPP outcome-based objectives and Universal Prevention strategies, as described herein, and in accordance with Exhibit E Program Goals, Outcomes and Measures: ADP.

A. Decrease Marijuana Use Among Youth.

1. Contractor shall provide cannabis education and prevention services for youth utilizing the “Promotoras” or “Champion” model to educate on the consequences of marijuana use, reasons for youth not to use and increase community awareness of cannabis use (CSAP Strategies: *Community Based Process, Education, Information Dissemination*).
 - i. Contractor shall select 5-8 volunteers or “Champions” (youth) who will provide community education.
 - ii. Contractor shall provide support to the Champions to assure that 4 presentations are conducted to community youth and general population.
 - iii. Contractor shall organize training opportunities with ADP staff for the Champions to educate and provide guidance on presenting cannabis information to the public.
 - iv. Contractor shall provide presentations in English and Spanish where applicable.

4. STAFFING.

- A. Contractor shall employ a minimum of one staff person who functions as lead to organize Champions and presentations in the community.

5. ADDITIONAL PROGRAM REQUIREMENTS.

- A. Contractor shall work closely with County staff to ensure a two-way flow of communication for effective program implementation and to receive technical assistance as needed.
- B. Contractor shall collaborate with other County Prevention Providers, including:
 - 1. Collaboration with ADP Prevention Coalitions to offer presentations of the Champions to schools, community meetings or other forums.
 - 2. Attendance at quarterly Partners in Prevention meetings to evaluate progress toward program goals and outcomes.
- C. Contractor shall collaborate with County staff in order to collect and maintain all data entry requirements as follows:
 - 1. Collection and submission of presentations and numbers of people educated.
 - 2. Monthly data entry of all program services into the Primary Prevention Substance Use Disorder Data Service (PPSDS) system.
 - 3. Completion of Contract Review Reporting Template on a quarterly basis.
 - 4. Additional reporting and data collection as needed.
- D. Contractor shall prepare for and participate in annual County monitoring site visits, and shall provide current information to County on all program activities, including:
 - 1. Contractor shall provide County with 30 days advance written notice of training sessions and public or community events that the Contractor plans to sponsor.
 - 2. Contractor shall submit to County all outreach materials for approval prior to distribution.
- E. Contractor shall provide services in coordination and collaboration with Behavioral Wellness, including Mental Health Services, Probation, other County departments, and other community- based organizations, as applicable.
- F. Contractor shall adhere to all applicable State, Federal, and County requirements, with technical assistance from Behavioral Wellness.
- G. Contractor shall attend Behavioral Wellness ADP Provider meetings as needed to receive information and support to implement prevention programs.
- H. Contractor shall attend all Partners in Prevention (PIP) meetings and participate in all County sponsored prevention trainings.
- I. Contractor shall attend relevant conferences and trainings related to Alcohol and Drug Prevention, youth leadership and development, environmental strategies, and best practices.

V. Delete Exhibit B Financial Provisions – ADP, Section II (Maximum Contract Amount) in its entirety, and replace with the following:

II. MAXIMUM CONTRACT AMOUNT.

The Maximum Contract Amount of this Agreement shall not exceed **\$399,666 for FY**

2020-2023, inclusive of \$399,666 in Alcohol and Drug Program funding, and shall consist of County, State, and/or Federal funds as shown in Exhibit B-1-ADP. Notwithstanding any other provision of this Agreement, in no event shall County pay Contractor more than this Maximum Contract Amount for Contractor's performance hereunder without a properly executed amendment.

VI. Delete Exhibit B-1 – ADP in its entirety, and replace with the following:

EXHIBIT B-1 ADP
SCHEDULE OF RATES AND CONTRACT MAXIMUM

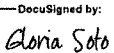
CONTRACTOR NAME: Future Leaders of America Santa Barbara

FISCAL
YEAR: 20-23

Drug Medi-Cal /Non Drug Medi-Cal	Service Type	Mode	Service Description	Unit of Service	DMC Service Function Code	AoD Cost Report Service Code	County Maximum Allowable Rate
Non - Drug Medi-Cal Billable Services	Primary Prevention	N/A	Information Dissemination	Cal OMS	N/A	12	Actual Cost
			Community-Based Process	Cal OMS	N/A	16	Actual Cost
			Environmental	Cal OMS	N/A	17	Actual Cost

	PROGRAM		TOTAL
	Primary Prevention Coalition - South County	Cannabis Education /Prevention Program	
GROSS COST:	\$ 201,133	\$ 39,666	\$ 240,799
LESS REVENUES COLLECTED BY CONTRACTOR:			
PATIENT FEES	\$ -		\$ -
CONTRIBUTIONS	\$ 6,133		\$ 6,133
OTHER (LIST):	\$ 75,000		\$ 75,000
TOTAL CONTRACTOR REVENUES	\$ 81,133	\$ -	\$ 81,133
MAXIMUM CONTRACT AMOUNT PAYABLE:	\$ 120,000	\$ 39,666	\$ 120,000

SOURCES OF BEHAVIORAL WELLNESS FUNDING FOR MAXIMUM CONTRACT AMOUNT**			
Drug Medi-Cal			\$ -
Realignment/SAPT - Discretionary			\$ -
Realignment/SAPT - Perinatal			\$ -
Realignment/SAPT - Adolescent Treatment			\$ -
Realignment/SAPT - Primary Prevention	\$ 120,000		\$ 120,000
CalWORKS			\$ -
Other County Funds		\$ 39,666	\$ 39,666
FY20-21 TOTAL (Sources of Behavioral Wellness Funding)	\$ 120,000	\$ -	\$ 120,000
FY21-22 TOTAL (Sources of Behavioral Wellness Funding)	\$ 120,000	\$ 39,666	\$ 159,666
FY22-23 TOTAL (Sources of Behavioral Wellness Funding)	\$ 120,000	\$ -	\$ 120,000
TOTAL (Sources of Behavioral Wellness Funding)	\$ 360,000	\$ 39,666	\$ 399,666

CONTRACTOR SIGNATURE:  DocuSigned by: Gloria Soto
503FF21C8D8942F...

FISCAL SERVICES SIGNATURE:  DocuSigned by: Melissa Mango
FB27948053EC4CE...

**Funding sources are estimated at the time of contract execution and may be reallocated at Behavioral Wellness' discretion based on available funding sources

VII. Delete Exhibit B-2 in its entirety, and replace with the following:

EXHIBIT B-2
ENTITY BUDGET BY PROGRAM

Santa Barbara County Department of Behavioral Wellness Contract Budget Packet
Entity Budget By Program

AGENCY NAME: Future Leaders of America
COUNTY FISCAL YEAR: 2020-2023

Gray Shaded cells contain formulas, do not overwrite

LINE #	COLUMN #	1	2	3	4	5
	I.	REVENUE SOURCES:	TOTAL AGENCY/ ORGANIZATION BUDGET	COUNTY BEHAVIORAL WELLNESS PROGRAMS TOTALS	Primary Prevention South County Coalition	Cannabis Education /Prevention Program (FY 21-22 only)
1		Contributions	\$ 127,159	\$ 6,133	\$ 6,133	
2		Foundations/Trusts	\$ 1,132,883	\$ 75,000	\$ 75,000	
3		Miscellaneous Revenue		\$ -		
4		Behavioral Wellness Funding	\$ 159,666	\$ 159,666	\$ 120,000	\$ 39,666
5		Other Government Funding	\$ 324,000	\$ -		
6		Private Insurance		\$ -		
7		Federal Probation		\$ -		
8		Other (specify)		\$ -		
9		Other (specify)		\$ -		
10		Total Other Revenue	\$ 1,743,708	\$ 240,799	\$ 201,133	\$ 39,666
	I.B	Client and Third Party Revenues:				
11		Client Fees		-		
12		SSI		-		
13		Other (specify)		-		
14		Total Client and Third Party Revenues (Sum of lines 19 through 23)	\$ -	\$ -	\$ -	\$ -
15		GROSS PROGRAM REVENUE BUDGET	\$ 1,743,708	\$ 240,799	\$ 201,133	\$ 39,666

EXHIBIT B-2
ENTITY BUDGET BY PROGRAM

III. DIRECT COSTS		TOTAL AGENCY/ ORGANIZATION BUDGET	COUNTY BEHAVIORAL WELLNESS PROGRAMS TOTALS	Primary Prevention South County Coalition	Cannabis Education /Prevention Program (FY 21-22 only)
III.A. Salaries and Benefits Object Level					
16	Salaries (Complete Staffing Schedule)	1,214,160	\$ 122,920	\$ 100,760	\$ 22,160
17	Employee Benefits	95,000	\$ 8,800	\$ 8,800	\$ 776
18	Consultants		\$ -		
19	Payroll Taxes	84,991	\$ 8,604	\$ 7,053	\$ 1,551
20	Salaries and Benefits Subtotal	\$ 1,394,151	\$ 140,324	\$ 116,613	\$ 24,487
III.B Services and Supplies Object Level					
21	Equipment Depreciation and Maintenance	\$ 11,200	\$ 1,200	\$ 1,200	
22	Medical, Dental and Laboratory Supplies		\$ -		
23	Membership Dues		\$ -		
24	Equipment Rental and Lease		\$ -		
25	Clothing and Personal Supplies		\$ -		
26	Food		\$ -		
27	Laundry Services and Supplies		\$ -		
28	Training		\$ -		
29	Telephone/Communications		\$ -		
30	Depreciation - Structures and Improvements		\$ -		
31	Insurance		\$ -		
32	Interest Expense		\$ -		
33	Maintenance - Structures, Improvements, and Grounds		\$ -		
34	Office Expense	104,227	\$ 25,600	\$ 25,600	
35	Publications and Legal Notices		\$ -		
36	Rents & Leases - Land, Structure, and Improvements		\$ -		
37	Taxes and Licenses		\$ -		
38	Drug Screening and Other Testing		\$ -		
39	Utilities		\$ -		
40	Pharmaceutical		\$ -		
41	Professional and Special Services	41,040			
42	Transportation		\$ -		
43	Travel		\$ -		
44	Other/805UndocuFund Expenses	45,090			
45	Incentives/Honorarium, Health Ambassadors	20,000	\$ 18,000	\$ 4,645	\$ 13,179
46	Fundraising/Marketing	11,000	\$ -	\$ -	
47	Other / Miscellaneous: FLA Program Expenses	117,000	\$ 37,075	\$ 35,075	\$ 2,000
48	Services and Supplies Subtotal	\$ 349,557	\$ 81,875	\$ 66,520	\$ 15,179
49	III.C. Client Expense Object Level Total (Not Medi-Cal Reimbursable)		\$ -		
50					
51	SUBTOTAL DIRECT COSTS	\$ 1,743,708	\$ 222,199	\$ 183,133	\$ 39,666
52	IV. INDIRECT COSTS				
53	Administrative Indirect Costs (Reimbursement limited to 10%)		\$ 23,950	\$ 18,000	\$ -
54	GROSS DIRECT AND INDIRECT COSTS (Sum of lines 47+48)	\$ 1,743,708	\$ 246,149	\$ 201,133	\$ 39,666

VIII. Delete Exhibit E – ADP Program Goals, Outcomes and Measures in its entirety, and replace with the following:

**EXHIBIT E – ADP
PROGRAM GOALS, OUTCOMES AND MEASURES***

PROGRAM EVALUATION: Contractor shall work with County SPP Evaluation Consultant to evaluate the outcomes listed below. Contractor shall collect and report the following measurement indicators for short, intermediate, and long-term outcomes linked to assigned SPP goals, objectives and strategies, as described in the County Logic Model. Contractor shall, on an ongoing basis report to County all evaluation, pre-/post-test and survey results summaries, including:

Coalitions		
Program Goals	Outcomes	Measures
Implement Community Coalitions that mobilize the community, participate in policy advocacy, and change social norms.	1. Achieve Community Coalition performance expectations. 2. Demonstrate impact on community. 3. Demonstrate impact on alcohol retailers.	<ul style="list-style-type: none"> • => 90% of program expectations met • => 5% change in Media Recognition and Recall Survey • =>5% change in Retailer Survey
Cannabis Education/Prevention		
Program Goals	Outcomes	Measures
Reduce/prevent use of cannabis among youth in the county. Deliver education and information about the health risks of cannabis use, and increase community awareness, education, and engagement by developing strong positive information and education on the issue.	1. Conduct at least four (4) cannabis education presentations during contract period to a minimum of one hundred (100) students in total, and secure pre-test surveys from each attendee. 2. Conduct at least one (1) training during contract year to educate and provide guidance on presenting cannabis education to the public. 3. Prevent youth cannabis use. 4. Demonstrate the understanding of health effects of cannabis.	<ul style="list-style-type: none"> • Attendance rosters and pre-test surveys • Attendance rosters and pre-test surveys • => 2% show no interest in cannabis use in post-survey • => 95% increase understanding of health effects of cannabis in post-survey

*Amendments may be made to this Exhibit E Program Goals, Outcomes and Measures as agreed in writing by County’s and Contractor’s Designated Representatives or their designees. Amendments to this Exhibit E do not require a formal amendment to this Agreement.

- IX. Effectiveness.** The terms and provisions set forth in this First Amended Agreement shall modify and supersede all inconsistent terms and provisions set forth in the Agreement. The terms and provisions of the Agreement, except as expressly modified and superseded by this First Amended Agreement, are ratified and confirmed and shall continue in full force and effect, and shall continue to be legal, valid, binding, and enforceable obligations of the Parties.
- X. Execution of Counterparts.** This First Amended Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

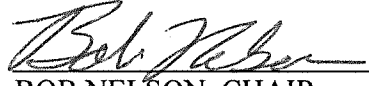
(This section intentionally left blank.)

SIGNATURE PAGE

First Amendment to the Agreement for Services of Independent Contractor between the **County of Santa Barbara and Future Leaders of America.**

IN WITNESS WHEREOF, the parties have executed this First Amended Agreement to be effective on the date executed by COUNTY.

COUNTY OF SANTA BARBARA:

By: 
BOB NELSON, CHAIR
BOARD OF SUPERVISORS

Date: 12-14-2021

ATTEST:

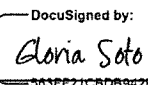
MONA MIYASATO
COUNTY EXECUTIVE OFFICER
CLERK OF THE BOARD

By: 
Deputy Clerk

Date: 12-14-21

CONTRACTOR:

Future Leaders of America

By: 
Authorized Representative

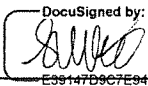
Name: Gloria Soto

Title: Executive Director

Date: 11/30/2021

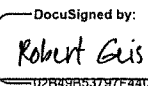
APPROVED AS TO FORM:

RACHEL VAN MULLEM
COUNTY COUNSEL

By: 
Deputy County Counsel

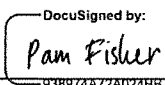
APPROVED AS TO ACCOUNTING FORM:

BETSY M. SCHAFFER, CPA
AUDITOR-CONTROLLER

By: 
Deputy

RECOMMENDED FOR APPROVAL:

PAM FISHER, PSY.D., ACTING DIRECTOR
DEPARTMENT OF BEHAVIORAL
WELLNESS

By: 
Acting Director

APPROVED AS TO INSURANCE FORM:

RAY AROMATORIO, RISK MANAGER
DEPARTMENT OF RISK MANAGEMENT

By: 
Risk Manager