

FIRST AMENDMENT

TO AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR

between
County of Santa Barbara
and
Community Solutions Incorporated

This is the First Amendment (hereafter referred to as "First Amendment") to Agreement, BC 22005 (hereafter Agreement), by and between the County of Santa Barbara (County) and Community Solutions Incorporated (Contractor), for the provision of expanded training and quality assurance services to County of Santa Barbara Probation clients.

WHEREAS, the Agreement is effective through June 30, 2024;

WHEREAS, County and Contractor desire to amend EXHIBIT A, "STATEMENT OF WORK," to revise **Section I** in its entirety.

WHEREAS, County and Contractor desire to also amend Exhibit B, Attachment B-1, "SCHEDULE OF FEES," to add \$75,660 to the total amount of the contract in payment of the additional training and quality assurance services.

WHEREAS, this First Amendment incorporates the terms and conditions set forth in the Agreement approved by the County of Santa Barbara on, May 17, 2022, BC22005.

NOW, THEREFORE, this Agreement is amended as follows:

1. Section I, paragraphs 1, 2, 3, and 4, of EXHIBIT A, STATEMENT OF WORK, is amended in its entirety, as follows:
 - I. CONTRACTOR shall provide Training, Quality Assurance & Performance Feedback as follows:
 1. CONTRACTOR shall provide up to 53 days of Training in Motivational Interviewing (MI); Evidence Based Practices; or Strategic Case Management during the term of the Agreement, as determined by COUNTY to include but not limited to the following:
 - a. Two-day (12 to 14 hours) 'MI Foundations' training for new COUNTY staff;
 - b. Half-day (4 hour) 'MI Refresher' training course for existing COUNTY staff;
 - c. One-day (6 to 8 hours) 'Coaches' training focused on preparing COUNTY for the task of supporting their staff in the use of MI;
 - d. Half-day (4 hours) 'MI Institutions Refresher' training for staff in the Santa Maria Juvenile Hall and/or staff at the Los Prietos Boys' Camp;
 - e. One-day (6 to 8 hours) 'MI in Case Planning' training for staff supervising adult or youth clients;

- f. Two-day (12 to 14 hours) 'Using MI to Engage Families' advanced training for certified staff working with youth and families;
 - g. One-day (6 to 8 hours) 'Using MI in Groups' advanced training for certified staff working with manualized group curriculums or facilitating process groups with clients;
 - h. Half-day (4 hours) 'MI in Field Work (Part 1)' advanced training for certified staff working with clients in the community;
 - i. Half-day (4 hours) 'MI in Field Work (Part 2)' continuation of advanced training for certified staff working with clients in the community;
 - j. Two-day (16 hours) 'Foundations of Evidence Based Practice' training for all COUNTY staff to include instruction in the Evidence Based Practice framework and a focus on the concepts of client risk, criminogenic need and responsivity and application of each in the supervision of adult and juvenile clients;
 - k. One-day (8 hour) 'Evidence Based Practice Refresher' training for existing COUNTY staff to review the Evidence Based Practice framework and application of each in the supervision of adult and juvenile clients;
 - l. Two-day (16 hours) 'Strategic Case Management' advanced training for COUNTY staff certified in Motivational Interviewing to educate supervision officers to structure client sessions into: check in, review, cognitive based intervention using Carey Guides (purchased separately by COUNTY), and homework.
2. CONTRACTOR shall provide Quality Assurance & Performance Feedback during the term of the Agreement as follows:
- a. Provide regular and ongoing quality assurance reviews of submitted recordings completed by COUNTY staff demonstrating their utilization of MI or Strategic Case Management techniques. This will include CONTRACTOR coaches reviewing the session utilizing the Quality Assurance scoring sheet, noting strengths, areas for improvement, and potential goals. CONTRACTOR coaches will review the recording for fidelity to the MI and/or Strategic Case Management approach;
 - b. Conduct performance feedback sessions via a web-based secure video conferencing system, such as Zoom or Teams, to provide COUNTY staff direct feedback on their session (approximately 30 minutes/session);
 - c. Ensure and maintain an inter-rater reliability of 90% for CONTRACTOR coaches to ensure staff are rated consistently across coaches.
3. CONTRACTOR shall provide each COUNTY staff's score and proficiency rating in a database to be shared with COUNTY on a monthly basis that will include:
- a. Electronic copies of scoring sheets with the names of COUNTY staff who participated in Quality Assurance, their proficiency score, the name of CONTRACTOR staff who scored the recording, the month of proficiency review, and any other information requested by COUNTY needed to support

the program internally. These data may include but are not limited to staff proficiency trends over time and may be requested by facility, location, job title, and total number of attempts.

- b. Semi-annual reports highlighting trends for the previous six-month period including overall scores broken down to allow COUNTY to see trends of progress or areas where more attention is needed for growth to occur. These data reports may be requested by facility, location, job title, and total number of attempts. These reports will also include training recommendations or other recommendations that the COUNTY believes will improve the performance of staff.
 - 4. CONTRACTOR shall participate in meetings held by COUNTY or COUNTY's designee as related to MI/Quality Assurance and (if applicable) cooperate in the data collection and provide data as requested by the COUNTY.
2. EXHIBIT B, Attachment B-1, Schedule of Fees is replaced in its entirety with Amended Attachment B-1, Schedule of Fees, as follows:

**Amended Attachment B-1
Schedule of Fees**

Training, Quality Assurance & Performance Feedback

Beginning: 8/1/2022

AGENCY:

County of Santa Barbara

Ending: 6/30/2024

PI:

Terri Williams

Expense Categories	Requested Amount
Training (\$1,500/day* 53 training days)	\$79,500
Domestic Travel (\$7,000/year*2 years)	\$14,000
Recording Review (\$100/hour*250 hours)	\$25,000
Feedback (\$120/hour*250 hours)	\$30,000
Meetings (\$45/0.5 hour meeting* 24 months)	\$1,080
TOTAL	\$149,580

- 3. Ratifications. The terms and provisions set forth in this First Amendment shall modify and supersede all inconsistent terms and provisions set forth in the Agreement and Exhibit(s). The terms and provisions of the Agreement, as expressly modified and superseded by this First Amendment, 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.
- 4. Counterparts. This First Amendment may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this First Amendment to the Agreement for services of Independent Contractor between County of Santa Barbara and Community Solution Incorporated to be effective on the date executed by COUNTY.

ATTEST:

COUNTY OF SANTA BARBARA:

Mona Miyasato
County Executive Officer
Clerk of the Board

By: Shels Labuena
Deputy Clerk

By: Das Williams
Das Williams, Chair
Board of Supervisors

Date 2-7-23

**RECOMMENDED FOR APPROVAL:
PROBATION**

CONTRACTOR:

Community Solution Incorporated

DocuSigned by:
By: Tanja Heitman
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Tanja Heitman, Chief
Department Head

DocuSigned by:
By: Fernando J. Muñoz
D2B5F1BFCCB43D...
Authorized Representative

Name Fernando J. Muñoz

Title CEO

APPROVED AS TO FORM:

APPROVED AS TO ACCOUNTING FORM:

Rachel Van Mullem
County Counsel

Betsy M. Schaffer, CPA
Auditor-Controller

DocuSigned by:
By: Idalia Gomez
0EE9498BE6794A8...
Deputy County Counsel

DocuSigned by:
By: Robert W Eis IV
D25819E2AF094BE...
Deputy

APPROVED AS TO FORM:

Gregory Milligan, ARM
Risk Manager

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By: Gregory Milligan
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Risk Management