

## FIRST AMENDMENT 2013-2014

### TO AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR

This is an amendment (hereafter referred to as the "First Amended Contract") to the Agreement for Services of Independent Contractor, number **BC 13-016**, by and between the **County of Santa Barbara** (County) and **Family Service Agency** (Contractor), for the continued provision of Alcohol and Drug Program Prevention Services.

Whereas, County intends to extend the term of the existing contract through Fiscal Year 13-14 and to compensate Contractor for the services to be provided during that Fiscal Year; and

Whereas, this First Amended Contract incorporates the terms and conditions set forth in the contract approved by the County Board of Supervisors in June 2012, except as modified by this First Amended Contract.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, County and Contractor agree as follows:

#### I. Delete Section 4, Term, from Agreement and replace with the following:

4. **TERM.** Contractor shall commence performance on July 1, 2013, and end performance upon completion, but no later than June 30, 2014, unless otherwise directed by County or unless earlier terminated.

#### II. Delete Section 3, Reports, of Exhibit A, Statement of Work, and replace with the following:

##### 3. REPORTS.

- A. **SECONDARY PREVENTION REPORTS.** Contractor shall complete and submit a Secondary Prevention Monthly Report no later than twenty (20) calendar days following the end of the month being reported.
- B. **PREVENTION PROGRAMS.** In accepting funds for prevention services from County, Contractor agrees to submit the following reports, to County:
  1. Monthly CalOMS Pv Electronic Data. Contractor shall document all project activity in CalOMS Pv according to the Center for Substance Abuse Prevention (CSAP) strategy allocation in the Contractor's budget;
  2. Semi-annual progress report narrative ;
  3. Semi-annual program outcomes data;
  4. Contractor shall enter all service delivery data documenting all activities conducted in support of SPP objectives into CalOMS Pv according to budgeted CSAP strategy on a minimum of a monthly basis.;
  5. Contractor shall provide semi-annual narrative progress reports by January 10th and July 10th of each fiscal year during the term of this agreement, including all successes, challenges and progress made toward outcomes, as detailed in the reporting template;

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6. Contractor shall submit to County all environmental data collected and survey or focus group results prior to all interventions by January 10, and following all interventions by July 10.
- C. **STAFFING.** Contractor shall submit monthly Staffing Reports to County. These reports shall be on a form acceptable to, or provided by, County and shall report actual staff hours worked by position, Documented Service Hours provided by position, caseload by position, and shall include the employees' names, licensure status, bilingual capabilities, budgeted monthly salary, actual salary, and hire and/or termination date. The reports shall be received by County no later than 25 calendar days following the end of the month being reported.
- D. **PROGRAMMATIC.** Contractor shall submit quarterly programmatic reports to County, which shall be received by County no later than 25 calendar days following the end of the quarter being reported. Contractor shall include a narrative description of Contractor's progress in implementing the provisions of this Agreement, units of service provided, number of face to face contacts, details of outreach activities and their results, any pertinent facts or interim findings, staff changes, status of Licenses and/or Certifications, changes in population served and reasons for any such changes. Contractor shall state whether it is or is not progressing satisfactorily in achieving all the terms of this Agreement and if not, shall specify what steps will be taken to achieve satisfactory progress. Programmatic reports shall include:
  1. The number of active cases and number of clients admitted/ discharged.
  2. The Measures described in Exhibit E, Program Goals, Outcomes and Measures.
- E. **ADDITIONAL REPORTS.** Contractor shall maintain records and make statistical reports as required by County and DHCS, DPH or DSS, as applicable, on forms provided by or acceptable to, the requesting agency. Upon County's request, Contractor shall make additional reports as required by County concerning Contractor's activities as they affect the services hereunder. County will be specific as to the nature of information requested and allow thirty (30) days for Contractor to respond.

### III. Delete Section 2, Program Goals, of Exhibit A-1, Statement of Work – Big Brothers Big Sisters, and replace with the following:

2. **PROGRAM GOALS:** Contractor shall be responsible for achieving County Strategic Prevention Plan (SPP) goals. 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. Contractor shall implement these CSAP strategies for the purpose of accomplishing prevention goals as identified in the SPP as follows:
  - A. Reduce youth access to alcohol at home.
  - B. Increase the internal assets (self-efficacy, problem solving skills) of youth to be resilient to alcohol consumption.
  - C. Change the social norm of parents and youth that tolerate underage drinking.
  - D. Increase youth and parent awareness of the risks and harms of marijuana use.
  - E. Increase youth and parent awareness of the risks and harms of prescription drugs.

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### IV. Delete Section 4, Services, of Exhibit A-1, Statement of Work – Big Brothers Big Sisters, and replace with the following:

4. **SERVICES.** Contractor shall provide the following services to implement SPP outcome-based objectives and Universal Prevention strategies, further described in Exhibit E.
  - A. By June 30, 2017, percent of youth responding “yes” to the statement, “used alcohol in the past 30 days” will decrease from 24% to 19% as measured by the County Alcohol and Drug Program (ADP) Youth Survey and the California Healthy Kids Survey.
    1. Implement parent pledges asking parents not to provide alcohol to minors in their home (SPP Strategy).
      - a. Contractor shall include parent pledges in all membership packets at time of registration.
      - b. Contractor shall provide parent pledges to be filled out at all trainings, presentations, and all Alcohol and Other Drug (AOD) activities where parents are present including annual group activities of all mentors and mentees.
      - c. Contractor shall maintain a parent pledge on Contractor’s website where parents can access the pledge.
    2. Conduct outreach education and discourage adult tolerance of underage drinking, including education about the Social Host Liability Ordinances (SPP Strategy).
      - a. Contractor shall conduct a minimum of two presentations on the effects of underage drinking to parents, staff and mentors.
      - b. Contractor shall develop two media campaigns that discourage adult tolerance of underage drinking such as a Public Service Announcement or letter campaign for television, radio, print or social media.
      - c. Contractor shall provide information on the harms associated with underage drinking and Social Host Liability Ordinance at a minimum of two community events.
  - B. By June 30, 2017, percent of youth agreeing with the statement, “Because of this program, my understanding that people do not have to drink to have fun is better,” will increase from 67% (Fall 2011) to 75% as measured by the County ADP Youth Survey. Contractor will provide youth-based programs that will connect Latino youth with caring adult role models and mentors that will increase their external and internal assets to be resilient to alcohol. (SPP Strategy).
    1. Contractor shall have 10-15 unduplicated mentor leaders per year providing support and mentoring to youth recruits.
    2. Contractor will provide training for Contractor’s staff on AOD prevention and Asset Development<sup>1</sup>.
    3. Contractor shall provide one training to mentors and parents on the dangers of AOD and how to discuss alcohol and substance use, including talking to youth about the behavioral and physical risks involved.

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<sup>1</sup> <http://www.search-institute.org/developmental-assets>

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4. Contractor shall conduct a survey of mentees to measure Developmental Assets and views on AOD.
5. Contractor shall involve all participants in planning and decision making of all AOD prevention activities.
6. Contractor shall engage mentees in AOD awareness activities a minimum of twice a year.

C. By June 30, 2017 percent of youth responding “Agree” or “Strongly Agree” to the statement, “Drinking can harm your health,” will increase 5% from baseline, to be established by the 2013 County ADP Youth Survey. Contractor shall work with community members to educate them on the risks and harms associated with underage drinking, including providing brochures, community forums, educational presentations, radio spots, newspaper ads, and social media outlets.

1. Contractor shall provide a minimum of two community- or school- based educational presentations annually on the harms associated with underage drinking.
2. Distribute 50-75 informational materials annually on the harms of underage drinking.

D. By June 30, 2017 the percent of youth responding “zero days” to the question, “During the past 30 days, on how many days did you use marijuana?” will increase 10% from baseline, to be established by the 2013 County ADP Youth Survey.

- i. Contractor shall train all staff, parents, mentors, and mentees on the harms and risks of marijuana.
- ii. Contractor shall provide information on the harms and risks of marijuana to parents and community members through outreach, including social media.

E. By June 30, 2017, the percent of youth responding “0 days” to the question, “During the past 30 days, on how many days did you use prescription drugs in a way they were not prescribed?” will increase 10% from baseline, to be established by the 2013 County ADP Youth Survey.

- i. Contractor shall engage youth in writing articles for social media distribution to increase perception of harm of prescription drugs by their peers.
- ii. Contractor shall provide information on the harms associated with prescription drug abuse at various community events, health fairs, Town Hall meetings, Teen Speak-Outs, and other community opportunities.

**V. Delete Section 5, Treatment Location, of Exhibit A-2, Statement of Work – School Based Counseling, and replace with the following:**

5. **Treatment Location.** Services shall be provided at Contractor’s offices.

**VI. Delete Section 6, Clients, of Exhibit A-2, Statement of Work – School Based Counseling, and replace with the following:**

6. **Clients.** Contractor shall provide services described in Section 3 to 17 clients and their families referred by the Lompoc Unified School District.

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VII. Delete Exhibit A-3, Statement of Work – 211 Helpline.

VIII. Delete Section II, Maximum Contract Amount, of Exhibit B, Financial Provisions, and replace with the following:

### II. MAXIMUM CONTRACT AMOUNT.

The Maximum Contract Amount shall not exceed **\$103830**, and shall consist of County, State, and/or Federal funds as shown in Exhibit B-1. 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.

IX. Delete Section VI.D, Monthly Financial Statements, of Exhibit B, Financial Provisions, and replace with the following:

B. Monthly Financial Statements. Within 25 calendar days of the end of the month in which alcohol and other drug services are delivered, Contractor shall submit monthly financial statements reflecting the previous month's and cumulative year to date direct and indirect costs and other applicable revenues for Contractor's programs described in Exhibit A. Financial Statements shall be submitted electronically to [adpfinance@co.santa-barbara.ca.us](mailto:adpfinance@co.santa-barbara.ca.us).

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**X. Delete Exhibit B-1, Schedule of Rates and Contract Maximum, and replace with the following:**

**EXHIBIT B-1  
ALCOHOL, DRUG AND MENTAL HEALTH SERVICES  
SCHEDULE OF RATES AND CONTRACT MAXIMUM**

**CONTRACTOR NAME:** Family Service Agency **FISCAL YEAR:** 2013-14

	PROGRAM		
	School Based Counseling	Big Brothers Big Sisters	Total
DESCRIPTION/MODE/SERVICE FUNCTION:	NUMBER OF UNITS PROJECTED (based on history):		
13 - Education		\$90,200	\$90,200
18 - Early Intervention	\$13,630		\$13,630
UNIT REIMBURSEMENT	Cost Reimbursed	Cost Reimbursed	
COST PER UNIT/PROVISIONAL RATE:			
18 - Early Intervention	As Budgeted		
18 - Early Intervention (Mentoring)	As Budgeted		
<b>GROSS COST:</b>	<b>\$ 18,778</b>	<b>\$ 138,926</b>	<b>\$ 157,704</b>
LESS REVENUES COLLECTED BY			
CLIENT FEES			\$0
CLIENT INSURANCE			\$0
CONTRIBUTIONS/GRANTS	\$ 5,148	\$ 48,726	\$53,874
FOUNDATIONS/TRUSTS			\$0
SPECIAL EVENTS			\$0
<b>TOTAL CONTRACTOR REVENUES</b>	<b>\$ 5,148</b>	<b>\$ 48,726</b>	<b>\$53,874</b>
<b>MAXIMUM (NET) CONTRACT AMOUNT:</b>	<b>\$ 13,630</b>	<b>\$ 90,200</b>	<b>\$ 103,830</b>

SOURCES OF FUNDING FOR MAXIMUM CONTRACT AMOUNT*			
Realignment/SAPT - Adolescent Treatment	\$13,630	\$56,370	\$70,000
Realignment/SAPT - Primary Prevention		\$33,830	\$33,830
<b>TOTAL (SOURCES OF FUNDING)</b>	<b>\$ 13,630</b>	<b>\$ 90,200</b>	<b>\$103,830</b>

CONTRACTOR SIGNATURE: \_\_\_\_\_

STAFF ANALYST SIGNATURE: \_\_\_\_\_

FISCAL SERVICES SIGNATURE: \_\_\_\_\_

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

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## XI. Delete Exhibit B-2, Contractor Budget, and replace with the following:

### Santa Barbara County Alcohol, Drug and Mental Health Services Contract Bu Entity Budget By Program

AGENCY NAME: Family Service Agency

COUNTY FISCAL YEAR: 2013-14

**Gray Shaded cells contain formulas, do not overwrite**

COLUMN #	1	2	3	4	5	6	7	8
<b>I. REVENUE SOURCES:</b>		<b>TOTAL AGENCY/ ORGANIZATION BUDGET</b>	<b>COUNTY ADMHS PROGRAMS TOTALS</b>	<b>Intensive In-Home (Lompoc)</b>	<b>Managed Care (Santa Barbara &amp; Lompoc)</b>	<b>School Based Counseling (Countywide)</b>	<b>Carpinteria START</b>	<b>ADP School Based Counseling</b>
1	Contributions	\$ 217,000	\$ 81,936	\$ 14,385		\$ 13,677		\$ 5,148
2	Foundations/Trusts	\$ 881,000	\$ -					
3	Special Events	\$ -	\$ -					
4	Legacies/Bequests		\$ -					
5	Associated Organizations		\$ -					
6	Membership Dues	\$ -	\$ -					
7	Sales of Materials		\$ -					
8	Investment Income		\$ -					
9	Miscellaneous Revenue		\$ -					
10	ADMHS Funding	\$ 823,911	\$ 823,911	\$ 359,617	\$ 86,000	\$ 273,544	\$ 104,750	
11	Other Government Funding	\$ 1,096,205	\$ -					
12	Other School District Funding	\$ 522,419	\$ 10,000				\$ 10,000	
13	Other ADP Funding	\$ 103,830	\$ 103,830					\$ 13,630
14	United Way	\$ 4,900	\$ -					
15	Program Fees	\$ 15,772	\$ -					
16	Carp Unified School District		\$ -					
17	Net Assets	\$ 264,618	\$ -					
18	<b>Total Other Revenue (Sum of lines 1 through 17)</b>	<b>\$ 3,929,655</b>	<b>\$ 1,019,677</b>	<b>\$ 374,002</b>	<b>\$ 86,000</b>	<b>\$ 287,221</b>	<b>\$ 114,750</b>	<b>\$ 18,778</b>
<b>I.B Client and Third Party Revenues:</b>								
19	Medicare		-					
20	Client Fees		-					
21	Insurance		-					
22	SSI		-					
23	Other (specify)		-					
24	<b>Total Client and Third Party Revenues (Sum of lines 19 through 23)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
25	<b>GROSS PROGRAM REVENUE BUDGET (Sum of lines 18 + 24)</b>	<b>3,929,655</b>	<b>1,019,677</b>	<b>374,002</b>	<b>86,000</b>	<b>287,221</b>	<b>114,750</b>	<b>18,778</b>

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I. REVENUE SOURCES:		TOTAL AGENCY/ ORGANIZATION BUDGET	COUNTY ADMHS PROGRAMS TOTALS	Intensive In-Home (Lompoc)	Managed Care (Santa Barbara & Lompoc)	School Based Counseling (Countywide)	Carpenteria START	ADP School Based Counseling
1	Contributions	\$ 217,000	\$ 81,936	\$ 14,385		\$ 13,677		\$ 5,148
2	Foundations/Trusts	\$ 881,000	\$ -					
3	Special Events	\$ -	\$ -					
4	Legacies/Bequests		\$ -					
5	Associated Organizations		\$ -					
6	Membership Dues	\$ -	\$ -					
7	Sales of Materials		\$ -					
8	Investment Income		\$ -					
9	Miscellaneous Revenue		\$ -					
10	ADMHS Funding	\$ 823,911	\$ 823,911	\$ 359,617	\$ 86,000	\$ 273,544	\$ 104,750	
11	Other Government Funding	\$ 1,096,205	\$ -					
12	Other School District Funding	\$ 522,419	\$ 10,000				\$ 10,000	
13	Other ADP Funding	\$ 103,830	\$ 103,830					\$ 13,630
14	United Way	\$ 4,900	\$ -					
15	Program Fees	\$ 15,772	\$ -					
16	Carp Unified School District		\$ -					
17	Net Assets	\$ 264,618	\$ -					
18	Total Other Revenue (Sum of lines 1 through 17)	\$ 3,929,655	\$ 1,019,677	\$ 374,002	\$ 86,000	\$ 287,221	\$ 114,750	\$ 18,778
<b>I.B. Client and Third Party Revenues:</b>								
19	Medicare		-					
20	Client Fees		-					
21	Insurance		-					
22	SSI		-					
23	Other (specify)		-					
24	Total Client and Third Party Revenues (Sum of lines 19 through 23)		-	-	-	-	-	-
25	<b>GROSS PROGRAM REVENUE BUDGET (Sum of lines 18 + 24)</b>	<b>3,929,655</b>	<b>1,019,677</b>	<b>374,002</b>	<b>86,000</b>	<b>287,221</b>	<b>114,750</b>	<b>18,778</b>

III. DIRECT COSTS		TOTAL AGENCY/ ORGANIZATION BUDGET	COUNTY ADMHS PROGRAMS TOTALS	Intensive In-Home (Lompoc)	Managed Care (Santa Barbara & Lompoc)	School Based Counseling (Countywide)	Carpenteria START	ADP School Based Counseling
<b>III.A. Salaries and Benefits Object Level</b>								
26	Salaries (Complete Staffing Schedule)	2,476,361	\$ 653,672	\$ 246,410	\$ 56,896	\$ 191,033	\$ 76,474	\$ 12,880
27	Employee Benefits (Includes Payroll Taxes)	607,180	\$ 169,955	\$ 64,067	\$ 14,793	\$ 49,669	\$ 19,883	\$ 3,349
28	Consultants		\$ -					
29	Payroll Taxes		\$ -					
30	Salaries and Benefits Subtotal	\$ 3,083,541	\$ 823,627	\$ 310,477	\$ 71,689	\$ 240,702	\$ 96,357	\$ 16,229

**XII. Delete Exhibit E, Program Goals, Outcomes and Measures, and replace with the following:**

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## Exhibit E Program Goals, Outcomes and Measures

**PROGRAM EVALUATION for Big Brothers Big Sisters:** Contractor shall work with County SPP Evaluation Consultant to evaluate the outcomes of the services described in Exhibit A-1, Section 4. Contractor shall collect and report the following measurement indicators for outcomes linked to assigned SPP goals, objectives and strategies. Contractor shall report on an ongoing basis to County all evaluation, pre/post test and survey results summaries, including:

Strategy	Measure	Outcomes by June 30, 2017
<ul style="list-style-type: none"> <li>✓ Implement parent pledges asking parents to not provide alcohol to minors in their home.</li> <li>✓ Conduct outreach education and discourage adult tolerance of underage drinking.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of parent pledges.</li> <li>➤ Number of membership packets distributed.</li> <li>➤ California Healthy Kids Survey responses.</li> <li>➤ Number of materials distributed.</li> <li>➤ Number of presentations on AOD.</li> <li>➤ Number of community events participated in.</li> <li>➤ Number of materials developed or purchased.</li> <li>➤ California Healthy Kids Survey responses</li> </ul>	<ul style="list-style-type: none"> <li>○ The number of youth reporting drinking in the past 30 days will decrease from 24% to 19%.</li> <li>○ Decrease the number of youth reporting “it’s alright to allow teens to drink in a home environment” from 16% to 14% as measured by the California Healthy Kids survey.</li> </ul>
<ul style="list-style-type: none"> <li>✓ Provide youth-based programs that connect Latino youth with caring adult role models and mentors that will increase their external and internal assets to be resilient to alcohol.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of mentors participating in program.</li> <li>➤ Number of trainings provided.</li> <li>➤ Number of mentees participating in program.</li> <li>➤ Number of external and internal assets.</li> </ul>	<ul style="list-style-type: none"> <li>○ Increase the number of youth reporting “because of this program my understanding that people don’t have to drink to have fun is better” from 67% to 75%.</li> <li>○ Youth responses to internal assets will improve each school year based on the internal asset scale with a baseline measure at Fall 2013 and based on 18 items.</li> </ul>
<ul style="list-style-type: none"> <li>✓ Provide presentations that support youth participation in leadership programs that address AOD problems in their local community.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Number of presentations conducted in the community</li> </ul>	<ul style="list-style-type: none"> <li>○ Increase the number of youth responding “Because of this program my understanding that people don’t have to drink to have fun is better,” from 67% to 75%.</li> <li>○ Increase internal assets by 2017 from Fall survey baseline (2013).</li> </ul>

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<p>✓ Work with community to educate them on the risks and harms associated with underage drinking, including providing brochures, community forums, educational presentations, radio, newspaper, and television spots, and social media.</p>	<ul style="list-style-type: none"> <li>➤ Number of written materials distributed.</li> <li>➤ Number of media outlets.</li> <li>➤ Number of written newspaper articles.</li> <li>➤ Number of social media postings.</li> </ul>	<ul style="list-style-type: none"> <li>○ Increase by 5% the number of youth responding “Agree” or “Strongly Agree” to the statement, “Drinking can harm your health.”</li> </ul>
<p>✓ Educational Outreach to parents and youth on the awareness of marijuana.</p>	<ul style="list-style-type: none"> <li>➤ Number of community presentations.</li> <li>➤ Number of forums or Teen Speak-Outs about the potency, harms, risks, and consequences of marijuana use.</li> </ul>	<ul style="list-style-type: none"> <li>○ Increase the number of youth reporting zero days of using marijuana in the last 30 days by 10% from baseline.</li> <li>○ Decrease the number of parents reporting, “Smoking marijuana does not really harm a growing person’s health,” from 17% to 15%.</li> </ul>
<p>✓ Educational Outreach to parents and youth on awareness of prescription drug abuse.</p>	<ul style="list-style-type: none"> <li>➤ Number of community presentations.</li> <li>➤ Number of forums or Speak Outs about the potency, harms, risks, and consequences of prescription drug abuse.</li> </ul>	<ul style="list-style-type: none"> <li>○ Increase the number of youth reporting zero days of prescription drug abuse in the last 30 days by 10% from baseline.</li> </ul>

<b>SCHOOL-BASED COUNSELING SERVICES OUTCOME MEASURES</b>		
<b>Program Goal</b>	<b>Outcome</b>	<b>Measure</b>
<p>✓ Reduce or eliminate AOD use among students at school.</p>	<ul style="list-style-type: none"> <li>➤ 50% of substance abusing students will decrease or eliminate drug use.</li> </ul>	<ul style="list-style-type: none"> <li>○ Number of students enrolled in school-based counseling.</li> <li>○ Number of students decreasing or eliminating drug use.</li> </ul>
<p>✓ Delay and prevent AOD use among students at school.</p>	<ul style="list-style-type: none"> <li>➤ 100% of students or family members will be able to identify the negative consequences of substance abuse.</li> </ul>	<ul style="list-style-type: none"> <li>○ Number of students who abstain from first use of any AOD substance.</li> <li>○ Number of family members who decrease or eliminate substance use.</li> </ul>

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**SIGNATURE PAGE**

Amendment to Agreement for Services of Independent Contractor between the County of Santa Barbara and Family Service Agency.

**IN WITNESS WHEREOF**, the parties have executed this Agreement to be effective on the date executed by County.

COUNTY OF SANTA BARBARA

By: \_\_\_\_\_  
SALUD CARBAJAL, CHAIR  
BOARD OF SUPERVISORS  
Date: \_\_\_\_\_

ATTEST:  
CHANDRA L. WALLAR  
CLERK OF THE BOARD

**CONTRACTOR**

By: \_\_\_\_\_  
Deputy  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Tax Id No 95-1644031.  
Date: \_\_\_\_\_

APPROVED AS TO FORM:  
DENNIS MARSHALL  
COUNTY COUNSEL

APPROVED AS TO ACCOUNTING FORM:  
ROBERT W. GEIS, CPA  
AUDITOR-CONTROLLER

By \_\_\_\_\_  
Deputy County Counsel  
Date: \_\_\_\_\_

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM :  
ALCOHOL, DRUG, AND MENTAL HEALTH  
SERVICES  
TAKASHI WADA, MD, MPH.  
INTERIM DIRECTOR

APPROVED AS TO INSURANCE FORM:  
RAY AROMATORIO  
RISK MANAGER

By \_\_\_\_\_  
Director  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Date: \_\_\_\_\_

