

**AMENDMENT TO  
AGREEMENT NO. PH-20-066, PA No. 21-107**

This Amendment to Agreement No. PH-20-066, PA 21-107 is entered into this 22<sup>ND</sup> day of JUNE, 2021, by and between the COUNTY OF MENDOCINO, a political subdivision of the State of California, hereinafter referred to as "COUNTY" and **Redwood Community Services**, hereinafter referred to as "CONTRACTOR".

WHEREAS, Agreement No. PH-20-066, PA No. 21-107 was entered into on January 1, 2021; and

WHEREAS, upon execution of this document by the Chair of the Mendocino County Board of Supervisors and CONTRACTOR, this document will become part of the aforementioned contract and shall be incorporated therein; and

WHEREAS, it is the desire of CONTRACTOR and COUNTY to extend the termination date set out in the original Agreement No. PH-20-066, PA No. 21-107, from June 30, 2021 to December 31, 2021; and

WHEREAS, it is the desire of CONTRACTOR and COUNTY to increase the amount set out in the original Agreement No. PH-20-066, PA No. 21-107 from \$50,000 to \$68,000; and

WHEREAS, it is the desire of CONTRACTOR and COUNTY to replace Exhibit B, Payment Terms, set out in the original Agreement No. PH-20-066, PA No. 21-107; and

WHEREAS, CONTRACTOR will continue to participate in the Whole Person Care Pilot Project.

NOW, THEREFORE, we agree as follows:

1. The termination date set out in the original Agreement No. PH-20-066, PA No. 21-107 will be extended from June 30, 2021 to December 31, 2021.
2. The amount set out in the original Agreement PH-20-066, PA No. 21-107 will be increased from \$50,000 to \$68,000.
3. The Exhibit B, Payment Terms, set out in original Agreement No. PH-20-066, PA No. 21-107 has been altered and a new Exhibit B is attached herein.

All other terms and conditions of Agreement No. PH-20-066, PA No. 21-107 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

**DEPARTMENT FISCAL REVIEW:**

Mary Alice Willeford  
Mary Alice Willeford, HHSA Assistant Director

Date: 6/7/21

Budgeted: ☒ Yes ☐ No

Budget Unit: 4072

Line Item: 86-2189

Org Code: PC

Grant: ☒ Yes ☐ No

Grant No.: **DHCS WPC 17-14184-ME-23**

**COUNTY OF MENDOCINO**

By: Dan Gjerde  
DAN GJERDE, Chair  
BOARD OF SUPERVISORS

**ATTEST:**

CARMEL J. ANGELO, Clerk of said Board

By: Amap  
Deputy

**JUN 25 2021**

I hereby certify that according to the provisions of Government Code section 25103, delivery of this document has been made.

CARMEL J. ANGELO, Clerk of said Board

By: Amap  
Deputy

**INSURANCE REVIEW: JUN 25 2021**

By: Amelia D. Miller  
Risk Management

**CONTRACTOR/COMPANY NAME:**

By: Victoria Kelly  
Victoria Kelly, Executive Director

Date: 6/4/2021

**NAME AND ADDRESS OF CONTRACTOR:**

Redwood Community Services  
PO Box 2077  
Ukiah, CA 95482  
707-467-2010  
kellyv@redwoodcommunityservices.org

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement

**COUNTY COUNSEL REVIEW:**

APPROVED AS TO FORM:

CHRISTIAN M. CURTIS,  
County Counsel

By: Charlotte Scott  
Deputy

**EXECUTIVE OFFICE/FISCAL REVIEW:**

APPROVAL RECOMMENDED

By: Darcie Antle  
Deputy CEO

Signatory Authority: \$0-25,000 Department; \$25,001-50,000 Purchasing Agent; \$50,001+ Board of Supervisors  
Exception to Bid Process Required/Completed ☒ EB 20-79  
Mendocino County Business License: Valid ☐  
Exempt Pursuant to MCC Section: 501(c)(3)



## EXHIBIT B

### PAYMENT TERMS

I. COUNTY will pay CONTRACTOR as per the following instructions:

A. Submission of claims and reports will comply as follows:

- a. CONTRACTOR shall submit one (1) invoice quarterly (Attachment 1) within thirty (30) days of the conclusion of each quarter. First quarter is January 1, 2021 through March 31, 2021. Second quarter is April 1, 2021 through June 30, 2021. Third quarter is July 1, 2021 through September 30, 2021. Fourth quarter is October 1, 2021 through December 31, 2021. Invoice template is subject to change at COUNTY's discretion. COUNTY will provide electronic invoice template to CONTRACTOR.
- b. Invoice must be accompanied by Audit Checklist (Attachment 2).
- c. Invoices submitted ninety (90) days after the due date must be accompanied by a letter explaining why the invoice is late. COUNTY has the sole authority to determine whether to approve or disapprove payment of the late invoice.
- d. COUNTY shall not approve payment of funds until CONTRACTOR has filed all reports required under this Agreement.

B. Reimbursement for services will be structured as follows:

Payment Structure Type	Criteria	Payment Terms
<b>Tiered<sup>1</sup></b>	<b>Full Participation</b> - Care Managers attend 90% or more of WPC enrollees' quarterly case conferences.	Full: 100% of payment
<b>Attendance at Whole Person Care (WPC) Case Conferences:</b>	<b>Meaningful Participation</b> - Care Managers attend 60-89% of WPC enrollees' quarterly case conferences.	Meaningful: 75% of payment
<b>Max payment</b>	<b>Partial Participation</b> - Care Managers attend 45-59% of WPC enrollees' quarterly case conferences.	Partial: 50% of payment
<b>\$4,500 1<sup>st</sup> Qtr</b>	<b>Limited Participation</b> - Care Managers attend 25-44% of WPC enrollees' quarterly case conferences.	Limited: 25% of payment
<b>\$4,500 2<sup>nd</sup> Qtr</b>	<b>Incomplete Participation</b> - Care Managers attend less than 25% of	Incomplete: 0% of
<b>\$3,000 3<sup>rd</sup> Qtr</b>		
<b>\$3,000 4<sup>th</sup> Qtr</b>		
<b>\$15,000 total</b>		

	WPC enrollees' quarterly case conferences.	payment
<b>Tiered<sup>2</sup></b>  <b>Documentation of Care Coordination:</b> <b>Max payment</b> <b>\$4,500 1<sup>st</sup> Qtr</b> <b>\$4,500 2<sup>nd</sup> Qtr</b> <b>\$3,000 3<sup>rd</sup> Qtr</b> <b>\$3,000 4<sup>th</sup> Qtr</b> <b>\$15,000 total</b>	<u>Full Participation</u> - Care Managers document 90% or more of WPC enrollees' monthly coordination of care. <u>Meaningful Participation</u> - Care Managers document 60-89% of WPC enrollees' monthly coordination of care. <u>Partial Participation</u> - Care Managers document 45-59% of WPC enrollees' monthly coordination of care. <u>Limited Participation</u> - Care Managers document 25-44% of WPC enrollees' monthly coordination of care. <u>Incomplete Participation</u> - Care Managers document less than 25% of WPC enrollees' monthly coordination of care.	Full: 100% of payment  Meaningful: 75% of payment  Partial: 50% of payment  Limited: 25% of payment  Incomplete: 0% of payment
<b>Tiered<sup>3</sup></b>  <b>Documentation of Behavioral Health (BH) Services:</b> <b>Max payment</b> <b>\$4,500 1<sup>st</sup> Qtr</b> <b>\$4,500 2<sup>nd</sup> Qtr</b> <b>\$3,000 3<sup>rd</sup> Qtr</b> <b>\$3,000 4<sup>th</sup> Qtr</b> <b>\$15,000 total</b>	<u>Full Participation</u> - Care Managers document 90% or more of WPC enrollees' charts, and at least one monthly BH service in Exym. <u>Meaningful Participation</u> - Care Managers document 60-89% of WPC enrollees' charts, and at least one monthly BH service in Exym. <u>Partial Participation</u> - Care Managers document 45-59% of WPC enrollees' charts, and at least one monthly BH service in Exym. <u>Limited Participation</u> - Care Managers document 25-44% of WPC enrollees' charts, and at least one monthly BH service in Exym. <u>Incomplete Participation</u> - Care Managers document less than 25% of WPC enrollees' charts,	Full: 100% of payment  Meaningful: 75% of payment  Partial: 50% of payment  Limited: 25% of payment  Incomplete: 0% of payment



	and at least one monthly BH service in Exym.	
<b>Actual Costs</b>	<b>Shelter Services</b> - Payment will be provided for each WPC enrollee receiving a shelter bed.	\$50 per member per day
<b>Homeless Services Infrastructure: Max payment \$23,000</b>		
<b>Total Maximum Payment Allowed: \$68,000</b>		

C. Invoices and receipts shall be submitted to:

Megan Van Sant  
Advocacy and Collaboration Team  
Mendocino County Health and Human Services Agency  
747 South State Street  
Ukiah, CA 95482

- II. Payments under this Agreement shall not exceed Sixty-Eight Thousand Dollars (\$68,000).
- III. Additional funding is not committed or guaranteed in future years beyond the terms of this contract.

[END OF PAYMENT TERMS]