

## Contract Summary Form

Children and Families Commission of Orange County

### SUMMARY OF SIGNIFICANT CHANGES

The proposed Agreement for funds Home Visiting Services through Children and Families Commission of Orange County for Fiscal Years 2021-24, a longer Term than the current Agreement which terminates on June 30, 2021 (page 3). Insurance terms are modified as approved by CEO Risk Management to indicate that Sexual Misconduct Liability only applies to staff with direct client contact. Workers Compensation has also been waived (pages 14-17). Mutual Termination has been negotiated (pages 38-39). Service provision now adheres to a Parents as Teachers model rather than Nurse Family Partnership (Exhibit A, page 2).

### SUBCONTRACTORS

This contract includes the following subcontractors or pass through to other providers.

Subcontractor Name	Service(s)	Amount
Anaheim Regional Medical Center	Birthing and general medical services.	Direct and Administrative Services performed by subcontractors vary depending on need of participants. The maximum amount allowed for these services is included in Direct Services and Benefits as well as Supplies and Operating Expenses.
Anaheim Global Medical Center	Birthing and general medical services.	
Fountain Valley Regional Hospital and Medical Center	Birthing and general medical services.	
Garden Grove Hospital and Medical Center	Birthing and general medical services.	
Hoag Memorial Hospital Presbyterian	Birthing and general medical services.	
Mission Hospital	Birthing and general medical services.	
Orange County Global Medical Center	Birthing and general medical services.	
South Coast Global Medical Center	Birthing and general medical services.	
St. Joseph Hospital	Birthing and general medical services.	
St. Jude Medical Center	Birthing and general medical services.	
Children's Bureau of Southern California	Health needs assessments, creation of individualized care plans and education services for parents and children.	
Moms OC	Health needs assessments, creation of individualized care plans and education services for parents and children.	
Orange County Child Abuse Prevention Center	Referral-based services for awareness and prevention of child abuse.	
OC Health Care Agency	Public health nursing and nurse-family home visits including assessments. Will	

	phase out as the new contract does not utilize Nurse Family Partnership.
NetChemistry, Inc.	Provides technological support for staff and subcontracts that utilize the Home Visiting Program Database.
Commission Consultants	Design and implementation of early learning services for parents and children.
Parents-As-Teachers Education Liaison	Train Home Visitors on the Parents-As-Teachers model and connect SSA clients to education resources. Currently involves a liaison from the OC Department of Ed. but will involve other subcontractors over time.

## **CONTRACT OPERATING EXPENSES**

### BUDGET FOR HOME VISITING SERVICES

The budget for services provided pursuant to Exhibit A of this Agreement is set forth as follows:

#### Budget for July 1, 2021 to June 30, 2022

#### DIRECT SERVICE EXPENSES

Direct Service Salaries	\$ 896,147
Direct Service Benefits (20% - 50%) <sup>(1)</sup>	<u>\$ 199,802</u>
Subtotal Direct Service Salaries and Benefits	\$ 1,095,949
Supplies and Operating Expenses	\$ 307,272
Material Goods <sup>(3)</sup>	\$ 145,000
Subcontractor Indirect	<u>\$ 147,622</u>
<b>SUBTOTAL DIRECT SERVICES</b>	<b>\$ 1,695,843</b>

#### ADMINISTRATIVE SERVICE EXPENSES<sup>(2)</sup>

Administrative Service Salaries	\$ 242,779
Administrative Service Benefits (20% - 50%) <sup>(1)</sup>	<u>\$ 33,727</u>
Subtotal Direct Service Salaries and Benefits	\$ 276,506
Administrative Indirect	\$ 27,651

**TOTAL BUDGET FOR YEAR 1** **\$ 2,000,000**

Budget for July 1, 2022 to June 30, 2023DIRECT SERVICE EXPENSES

Direct Service Salaries	\$ 920,893
Direct Service Benefits (20% - 50%) <sup>(1)</sup>	<u>\$ 204,906</u>
Subtotal Direct Service Salaries and Benefits	\$ 1,125,799
Supplies and Operating Expenses	\$ 261,142
Material Goods <sup>(3)</sup>	\$159,500
Subcontractor Indirect	<u>\$ 147,801</u>
SUBTOTAL DIRECT SERVICES	\$ 1,694,242

ADMINISTRATIVE SERVICE EXPENSES<sup>(2)</sup>

Administrative Service Salaries	\$ 247,124
Administrative Service Benefits (20% - 50%) <sup>(1)</sup>	<u>\$ 34,929</u>
Subtotal Direct Service Salaries and Benefits	\$ 282,053
Administrative Indirect	\$ 23,705

**TOTAL BUDGET FOR YEAR 2** **\$ 2,000,000**

Budget for July 1, 2023 to June 30, 2024DIRECT SERVICE EXPENSES

Direct Service Salaries	\$ 949,347
Direct Service Benefits (20% - 50%) <sup>(1)</sup>	<u>\$ 210,922</u>
Subtotal Direct Service Salaries and Benefits	\$ 1,160,269
Supplies and Operating Expenses	\$ 251,474
Material Goods <sup>(3)</sup>	\$ 120,500
Subcontractor Indirect	<u>\$ 152,830</u>
SUBTOTAL DIRECT SERVICES	\$ 1,685,073

ADMINISTRATIVE SERVICE EXPENSES<sup>(2)</sup>

Administrative Service Salaries	\$ 251,632
Administrative Service Benefits (20% - 50%) <sup>(1)</sup>	<u>\$ 35,120</u>

Subtotal Direct Service Salaries and Benefits	\$ 286,752
Administrative Indirect	\$ 28,175
<b>TOTAL BUDGET FOR YEAR 3</b>	<b>\$ 2,000,000</b>

<sup>(1)</sup> Benefits include, but are not limited to, retirement plans, health insurance, dental insurance, vision insurance, life insurance, unemployment, and workers' compensation.

<sup>(2)</sup> Administrative costs are defined as those costs not solely related to direct services to clients, supervision and program costs (e.g., executive director oversight, technology services, accounting, payroll, etc.)

<sup>(3)</sup> CONTRACTOR agrees to track the spending of Material Goods and provide documentation of purchases at the time of invoicing or upon ADMINISTRATOR or CDSS request.

Expenses for extra pay, including but not limited to, overtime, stipends, bonuses, staff incentives, severance pay, etc. shall not be eligible for reimbursement under this Agreement unless authorized in writing by ADMINISTRATOR. Such authorization shall be considered as an exception and may be approved, on a case-by-case basis, at the sole discretion of ADMINISTRATOR.

CONTRACTOR and ADMINISTRATOR may agree, subject to advance written notice, to add, delete or modify line items and/or amounts and/or the number and type of FTE positions without changing COUNTY's maximum funding obligation of this Agreement or reducing the level of service to be provided by CONTRACTOR. Further, in accordance with this Agreement, in the event ADMINISTRATOR reduces the maximum funding obligation as stated, CONTRACTOR and ADMINISTRATOR may mutually agree in writing to proportionately reduce the service goals as set forth in this Exhibit. Failure to obtain advance written approval for any proposed Budget Modification Request may result in disallowance of reimbursement for those costs.

In the event the budget shown in Subparagraph 9.1 of this Exhibit is modified, the modified budget shall remain in effect for the remainder of the contract term, unless superseded by subsequent budget modification(s) that have been approved in writing by ADMINISTRATOR. For example, if Budget Modification #1 is approved on August 15, 2021, the modified budget will remain in effect until Budget Modification #2 is requested and approved in writing. The annual budget beginning on July 1st of each Agreement year shall be identical to the most recently modified annual budget.