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File ID Number	17-2353
Introduction Date	1/24/2018
Enactment Number	18-0149
Enactment Date	1/24/18 <i>OK</i>



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools, Thriving Students

# Memo

**To** Board of Education

**From** Kyla Johnson, Superintendent

**Board Meeting Date** January 24, 2018  
*(To be completed by Procurement)*

**Subject** Amendment - County of Alameda - Health Care Services Agency CBO Contract Signature Authorization - 975/Programs for Exceptional Children (PEC)

**Action Requested** Amendment of the Alameda County Health Care Services Agency Community Based Organization (CBO) Contract Signature Authorization.

**Background**

*A one paragraph explanation of why the consultant's services are needed.*

Oakland Unified School District (OUSD), Programs for Exceptional Children (PEC) and Alameda County health Care Services Agency (ACHCSA) have recognized that for many special education students with persistent emotional difficulties, mental health services would be most efficacious if delivered on public school sites, as part of specially designed special day classes that address their emotional and academic needs. The Counseling Enriched Special Day Class (CESDC) is an integrated special education program that seeks to provide to eligible students and their families on-site mental health services aimed at addressing student emotional issues that impair school functioning.

**Discussion**

*One paragraph summary of the scope of work.*

Approval by the Board of Education of an Amendment to the Alameda County Health Care Services Agency (ACHCSA) Contract Signature Authorization Form - Programs for Exceptional Children (PEC), authorizing Sondra Aguilera, Senior Deputy Chief, Continuous School Improvement, Valerie Lopes, Coordinator, Psychological and Student Support Services, and Jennifer Blake, Network Administrator, to serve as signatories, with 2 of 3 persons signature required, for all financial transactions for provision of mental health services to Programs for Special Education pupils with persistent emotional and behavioral difficulties, save any of the foregoing actions required by law or regulation of the Governing Board. All other terms and conditions of the Contract remain in full force and effect.

**Recommendation**

Approval of the ACHCSA Contract Signature Authorization Form to reflect the current PEC staff responsible for monitoring and implementing the interim contract with Alameda County Health Care Services Agency.

**Fiscal Impact**

Funding resource name (please spell out): No Fiscal Impact

**Attachments**

- Alameda County Health Care Services Contract, Signature Page

# ALAMEDA COUNTY HEALTH CARE SERVICES AGENCY CBO CONTRACT SIGNATURE AUTHORIZATION



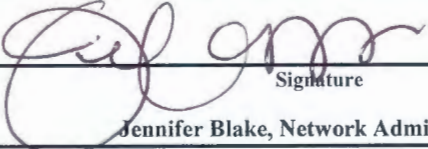

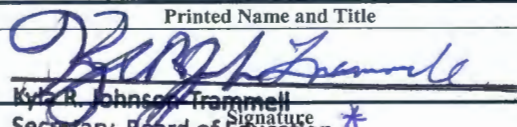
BE IT HEREBY RESOLVED that the Board of Directors of

**Oakland Unified School District**

(Organizational Name)

empowers the individuals designated below to bind this corporation and declares that they are authorized to enter into and execute formal agreements (including contracts) and sign invoices, financial documents and similar binding documents on behalf of the corporation.

Number of signatures required to bind the corporation (i.e., sign the contract): **1\*** Date Signed: **1/12/2018**

Mark the appropriate column(s) to indicate the authority for each individual to sign those documents.	FORMAL AGREEMENTS (INCLUDING CONTRACTS AND EXHIBITS A & B)				INVOICES AND OTHER FINANCIAL DOCUMENTS			
	Agency Admin	Alcohol & Drug	Mental Health	Public Health	Agency Admin	Alcohol & Drug	Mental Health	Public Health
 Signature <b>Sondra Aguilera, Senior Deputy Chief</b> Printed Name and Title					X		X	
 Signature <b>Valerie Lopes, Coordinator Psychological &amp; Student Support Services</b> Printed Name and Title					X		X	
 Signature <b>Jennifer Blake, Network Administrator</b> Printed Name and Title					X		X	
 Signature <b>Aimee Eng, President, OUSD Board of Education *</b> Printed Name and Title	X		X					
 Signature <b>Kyle R. Johnson Trammell, Secretary, Board of Education *</b> Printed Name and Title	X		X					

{ X } Check here if this is an amendment only.

This Board resolution shall be in effect until rescinded or amended by the Board of Directors.

We certify that the foregoing resolution was adopted by the Board of Directors of

~~Corporate Name as shown on Certificate of Incorporation~~

at a meeting held in Oakland, California on the 24<sup>th</sup> day of January, 2018.

  
Signature of Board Chairperson

  
Signature of Board Secretary

Board Office Use: Legislative File Info.	
File ID Number	15-2264
Introduction Date	11/13/16
Enactment Number	16-0059
Enactment Date	11/13/16



OAKLAND UNIFIED  
SCHOOL DISTRICT

# Memo

**To** Board of Education  
**From** Antwan Wilson, Superintendent  
 By: Devin Dillon, Chief Academic Officer  
 Vernon Hai, Senior Business Officer

**Board Meeting Date**

**Subject** Amendment of the Alameda County Health Care Services Agency CBO Contract Signature Authorization-975/ Programs for Exceptional Children

**Action Requested** Amendment of the Alameda County Health Care Services Agency CBO Contract Signature Authorization.

**Background** Oakland Unified School District (OUSD), Programs for Exceptional Children (PEC) and Alameda County Health Care Services Agency (ACHCSA) have recognized that, for many special education students with persistent emotional and behavioral difficulties, mental health services would be most effective if delivered on public school sites in the special day classes themselves. The Counseling Enriched Special Day Class (CESDC) and integrated special education, mental health program where eligible students, and their families, receive on-site mental health services aimed at correcting or ameliorating persistent emotional problems that impair essential school functioning.

**Discussion** Amendment of the ACHCSA Contract Signature Authorization Form by the Board of Education is necessary for ACHCSA to continue to grant funding for Programs for Exceptional Children to provide Counseling Enriched Special Day Class and Educationally Related Mental Health Service Assessments. The need for this change in authorized signers was created by changes in staffing at PEC. Several of the previously authorized signers are no longer with the department. Since two signers are required to execute an agreement, an amendment of the form is necessary at this time.

**Recommendation** Approval of the Amendment to the ACHCSA Contract Signature Authorization Form to reflect the current PEC staff responsible for monitoring and implementing the interim contract with Alameda County Health Care Services.

**Fiscal Impact** Funding Resource: Special Education

**Attachments** • Alameda County Health Care Services Contract, Signature Page




**ALAMEDA COUNTY HEALTH CARE SERVICES AGENCY  
CBO CONTRACT SIGNATURE AUTHORIZATION**

**BE IT HEREBY RESOLVED** that the Board of Directors of

**Oakland Unified School District, Educationally Related Mental Health Services (ERMHS)**

empowers the individuals designated below to bind this corporation and declares that they are authorized to enter into and execute formal agreements (including contracts) and sign invoices, financial documents and similar binding documents on behalf of the corporation.

Number of signatures required to bind the corporation (i.e., sign the contract):   2   Date Signed: \_\_\_\_\_

Mark the appropriate column(s) to indicate the authority for each individual to sign those documents.	FORMAL AGREEMENTS (INCLUDING CONTRACTS AND EXHIBITS A & B)				INVOICES AND OTHER FINANCIAL DOCUMENTS			
	Agency Admin	Alcohol & Drug	Mental Health	Public Health	Agency Admin	Alcohol & Drug	Mental Health	Public Health
 Signature Shellagh Andujar, Deputy Chief PEC Printed Name and Title	X		X		X		X	
 Signature John D Rusk, Coordinator Mental Health PEC Printed Name and Title	X		X		X		X	
 Signature Robin Sasada, Executive Assistant to the Deputy Chief Printed Name and Title							X	
Signature Printed Name and Title								
Signature Printed Name and Title								

{ x } Check here if this is an amendment only.

This Board resolution shall be in effect until rescinded or amended by the Board of Directors.

We certify that the foregoing resolution was adopted by the Board of Directors of

\_\_\_\_\_  
Corporate Name as shown on Certificate of Incorporation

at a meeting held in Oakland, California on the 18<sup>th</sup> day of November, 2015.

\_\_\_\_\_  
Signature of Board Chairperson

\_\_\_\_\_  
Signature of Board Secretary

APPOINTMENT

CONFIRMATION

NOTICE

*[Handwritten signature]*




# ALAMEDA COUNTY HEALTH CARE SERVICES AGENCY CBO CONTRACT SIGNATURE AUTHORIZATION

**BE IT HEREBY RESOLVED** that the Board of Directors of

Oakland Unified School District, Educationally Related Mental Health Services (ERMHS)

empowers the individuals designated below to bind this corporation and declares that they are authorized to enter into and execute formal agreements (including contracts) and sign invoices, financial documents and similar binding documents on behalf of the corporation.

Number of signatures required to bind the corporation (i.e., sign the contract):   2   Date Signed: \_\_\_\_\_

Mark the appropriate column(s) to indicate the authority for each individual to sign those documents.	FORMAL AGREEMENTS (INCLUDING CONTRACTS AND EXHIBITS A & B)				INVOICES AND OTHER FINANCIAL DOCUMENTS			
	Agency Admin	Alcohol & Drug	Mental Health	Public Health	Agency Admin	Alcohol & Drug	Mental Health	Public Health
 Signature Shellagh Andujar, Deputy Chief PEC Printed Name and Title	X		X		X		X	
 Signature John D Rusk, Coordinator Mental Health PEC Printed Name and Title	X		X		X		X	
 Signature Robin Sayada, Executive Assistant to the Deputy Chief Printed Name and Title							X	
Signature Printed Name and Title								
Signature Printed Name and Title								

{ x } Check here if this is an amendment only.

This Board resolution shall be in effect until rescinded or amended by the Board of Directors.

We certify that the foregoing resolution was adopted by the Board of Directors of

\_\_\_\_\_  
Corporate Name as shown on Certificate of Incorporation

at a meeting held in Oakland, California on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of Board Chairperson

\_\_\_\_\_  
Signature of Board Secretary

DAVID W. WELLS  
SCHOOL DISTRICT  
Office of General Counsel  
SCHOOL DISTRICT & SUBJECTS  
ANDREW W.

**COMMUNITY BASED ORGANIZATION  
MASTER CONTRACT EXHIBIT A AND B COVERSHEET**

Dept Name: Behavioral Health Care Services Vendor ID #: 0000032634 Board PO #: 6783  
 Bus Unit: BHSVC Master Contract #: 900322 Procurement Contract #: 9193 Budget Year: 2014

Acct #	Fund #	Dept #	Program #	Subclass #	Project /Grant #	Amount to be Encumbered	Total Contract Amount
610341	10000	350591	00000	N/A	N/A		
610341	10000	350591	40200	N/A	N/A	772,429	772,429
610341	10000	350591	41431	N/A	N/A		
610341	10000	350591	41432	N/A	N/A		
610341	11000	350850	40305	N/A	N/A		

Federal Funds Waiver #:

Contract Maximum: 772,429

Procurement Contract Begin Date: 07/1/2013

Expire Date: 06/30/2014

Period of Funding: From: 07/1/2013

To: 06/30/2014

Department Contact: Mary Goldsby

Telephone: (510) 383-1592 QIC Code: 28007

Contractor / Contract-Project Name: Oakland Unified School District - EPSDT

Contractor Address: 2850 West Street BOS Dist. \_\_\_\_\_  
Oakland, CA 94608 Federal 94-6000385

Remittance Address: 2850 West Street Location # \_\_\_\_\_  
Oakland, CA 94608

Contractor Telephone: (510) 874-3700 Fax #: \_\_\_\_\_ E-mail(Signatory): shellagh.andujar@ousd.k12.ca.

Contractor Contact Person: Sheilagh Andujar E-mail(Contact): shellagh.andujar@ousd.k12.ca.

Contract Service Category: Mental Health

Estimated Units of Service: See Exhibit B-3

Maximum Single Payment & Exceptions: N/A

Method of Reimbursement (Invoicing Procedures): See Exhibit B-3

History of Funding:	Original	Amendment #1	Amendment #2	Amendment #3	Amendment #4
Funding Level	772,429			<u>David Kakishiba</u>	
Exhibit #	N/A			<u>President, Board of Education</u>	
Amount of Encumbrance	772,429				
File Date	6/25/2013			<u>Gary Lee</u>	
File / Item #	28940/17A			<u>Gary Lee, Ed.D.</u>	
Reason	Interim			<u>Secretary, Board of Education</u>	

Funding Source Allocation:	Federal / CFDA # ( )	State	County
	0	772,429	0

The signatures below signify that the attached Exhibits A and B have been reviewed, negotiated and finalized. The Contractor also signifies agreement with all provisions of the Master Contract.

**DEPARTMENT**

By [Signature]  
 Signature  
Aaron Chapman, M.D.  
 Print or Type Name

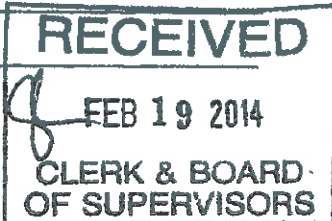
**CONTRACTOR**

By [Signature]  
 Signature  
 \_\_\_\_\_  
 Print or Type Name

Title Interim Director Behavioral Health Care Services

Title Executive Director Date \_\_\_\_\_

Date FEB 18 2014



By Bernice Stanley  
 Signature  
Bernice Stanley  
 Print or Type Name  
 Title Coordinator Date 2/16/14  
Mental Health Program

File ID Number: 13-2754  
 Introduction Date: Jan 15 2014  
 Enactment Number: 1470051  
 Enactment Date: Jan 15 2014



**COMMUNITY BASED ORGANIZATION  
MASTER CONTRACT  
INTERIM EXHIBIT A AND B**

Contractor Name: **Oakland Unified School District - EPSDT**  
Contracting Department: **Behavioral Health Care Services**  
Master Contract Number: **900322**

**CONTRACTED SERVICE/SOURCE OF FUNDING:**

The interim services to be provided, pursuant to this Interim Contract and Exhibits A-F and the budget corresponding to the interim services, are as set forth in the final Procurement Contract Exhibits A through F contained in Contract Number 7704 for FY 12/13.

**IT IS MUTUALLY AGREED AS FOLLOWS:**

1. All terms and conditions of the above referenced Exhibits A through F are applicable during the term of the Interim Exhibit A and B.
2. The conditions include compliance to the statutes and regulations referenced below in its provision of the services under this contract:
  - State Statute under Division 5, Welfare and Institutions (W&I) Code
  - Title 9, California Code of Regulations, Chapter 11, Medi-Cal Specialty Mental Health Services
3. As stated in regulations referenced in Item #2, for Medi-Cal Programs Only, when a Medi-Cal client has third party insurance, i.e., Medicare or any private insurance, the Department of Mental Health (DMH) will only approve Medi-Cal claims that have been claimed to that third party insurer, the claim has been paid or acceptable denial has been received and this information has been reported back to DMH on the Medi-Cal claim. Therefore, this rollover contract for FY 2013-14 includes the enforcement of these regulations. Any contractor's claim out of compliance with these regulations will result in non-payment of claim prior to or during the cost report settlement process with the exception of Medicare which is effective no later than September 1, 2010.
4. When applicable, in the event that the amount of funding and/or term of the interim Exhibit A and B reflects a different amount and/or term than the above referenced Exhibits A through F, the appropriate pro-ration of services will apply.
5. New exhibits for FY 2013-14 will be negotiated between the two parties. Upon execution, these new exhibits will supersede interim exhibits.
6. Except as herein and above amended, the Exhibits A through F referenced above remain in full force and effect.

**MASTER CONTRACT  
INTERIM RATE SHEET  
FY 13-14**

**Contractor: Oakland Unified School District**

Reporting Unit	Service / Program	Reimbursement Method	Units of Service	Rate
<b>*** IMPORTANT NOTICE ***</b>				
The County of Alameda sets the County Contract Rate (CCR). All contracted rates that appear on this Rate Sheet will be reduced if at any time they exceed the CCR.				
01IK1	Outpatient-Howard Case Management Mental Health Services	Provisional Rate	17 944	121.20 per hour 156.60 per hour
01IJ1	Outpatient-Hillside Case Management Mental Health Services	Provisional Rate	55 2,830	121.20 per hour 156.60 per hour
01HY1	Outpatient-Roots Case Management Mental Health Services	Provisional Rate	17 944	121.20 per hour 156.60 per hour
01AB9	Outpatient-Edna Brewer Case Management Mental Health Services	Provisional Rate	17 944	121.20 per hour 156.60 per hour
01AB8	Outpatient-Frick Case Management Mental Health Services	Provisional Rate	17 944	121.20 per hour 156.60 per hour
01AB6	Outpatient-Fremont Case Management Mental Health Services	Provisional Rate	17 944	121.20 per hour 156.60 per hour
01AB7	Outpatient-Oakland Tech Case Management Mental Health Services	Provisional Rate	36 1,887	121.20 per hour 156.60 per hour
01AB12	Outpatient-MLK Case Management Mental Health Services	Provisional Rate	36 1,887	121.20 per hour 156.60 per hour
Pending	Outpatient-Initial Assessment Mental Health Services	Provisional Rate	50	63.25 per hour

## DRAFT EXHIBIT A

### PROGRAM DESCRIPTION AND PERFORMANCE REQUIREMENTS

<b>Contracting Department</b>	Alameda County Behavioral Health Care Services (BHCS)
<b>Contractor Name</b>	Oakland Unified School District (OUSD)
<b>Contract Period</b>	July 1, 2013 – June 30, 2014
<b>Type of Contract</b>	Master
<b>Contract Number</b>	900322

#### I. Program Name

- Educationally Related Mental Health Services (ERMHS) Initial Assessments
- Counseling-Enriched Special Day Class (CESDC)

#### II. Contracted Services

##### Outpatient Services:

- Mental Health Services
- Case Management/Brokerage
- Crisis Intervention

#### III. Program Information and Requirements

##### A. Program Goals

Contractor shall provide ERMHS to accomplish the following client goals:

- Receive benefit from their special education services;
- Be successful in a less restrictive educational environment;
- Have more satisfying relationships with adults and peers in the school setting;
- Continue to enhance the quality of client/family life and community functioning;
- Reduce the impact of emotional problems on the ability of children and adolescents to acquire new knowledge and skills in the school setting;
- Reduce symptomatology, absenteeism, and school suspensions; and
- Improve academic and social-emotional functioning.

##### B. Target Population

Contractor shall provide services to the following populations:

##### 1. Service Groups

Contractor shall provide services to students with emotional disturbances that impact their ability to engage in their education. The target population shall be students who are Oakland residents unless a special inter-district transfer is obtained involving both OUSD and BHCS.

## **2. Referral Process to Program**

Clients shall be referred and authorized to receive services by the client's school district.

## **3. Program Eligibility**

### **ERMHS Initial Assessments**

Contractor shall only serve clients who are in special education or are in the process of being assessed for special education.

### **CESDC**

Contractor shall only serve clients referred through the Individualized Education Plan (IEP) process who:

- Have a covered mental health diagnosis or awaiting ERMHS assessment;
- Meet criteria for medical necessity;
- Have been assessed for ERMHS Services and found to qualify; and
- Have been referred and authorized to receive services by the client's school district.

Students shall begin receiving services upon entering CESDC and shall be eligible for the full range of services (consistent with IEP) for as long as they remain enrolled in the program (including when they are absent from school).

## **4. Limitations of Service**

Contractor shall stop services upon the implementation of an IEP documenting the exit of the student from the program or service, the student moved out of the district or county, or termination of services.

## **C. Program Description**

Contractor shall maintain programmatic services at the following minimum levels:

### **1. Program Design**

#### **ERMHS Initial Assessments**

Contractor shall provide initial assessments to determine whether students qualify for ERMHS and make referrals as appropriate. Contractor shall send ERMHS eligibility assessment report, most recent IEP, most recent psycho-educational evaluations and ERMHS authorizations forms to Children's Specialized Services.

### CESDC

Contractor shall provide services as described in client's IEP. The CESDC shall be an integrated special education mental health program where eligible students (and their families) receive mental health services aimed at correcting or ameliorating persistent emotional problems that impair essential school functioning.

Contractor shall provide case management/brokerage, crisis intervention, and mental health services including behavioral health assessment, evaluation, plan development, collateral, individual therapy, group therapy, family therapy, and individual rehabilitation. As determined by the client assessment and treatment plan, Contractor shall utilize evidence-based or promising practices including Cognitive Behavioral Therapy (CBT), Positive Behavioral Intervention and Supports (PBIS), Dialectical Behavior Therapy (DBT) and Collaborative Problem Solving (CPS).

The majority of services provided by Contractor shall be individual rehabilitation, as this service captures the intent to "wrap" mental health services "around and into" students' educational environment so that educational goals can be met in the least restrictive setting. Contractor shall provide collateral to family members, significant others, outside physicians and psychiatrists, and any other involved professionals (e.g., Social Services, Probation, Regional Center), as necessary to meet treatment goals and objectives.

Contractor's social workers shall be responsible for ensuring that each CESDC student receives, according to the student's IEP and treatment plan, the appropriate combination of mental health services. The multiple, complex, and pervasive needs of Contractor's current CESDC students may require, on any given day, a combination of planned and unplanned mental health services.

Case management shall be provided by Contractor through the students' assigned clinician-case carrier. Case management shall include a determination of the need for additional resources, both within and outside of the mental health system, and efforts to link students to those resources/providers. The general purpose of case management efforts shall be to expand the network of positive supports available to the student and family with the goal of improving home, community, and school functioning.

Contractor shall provide crisis intervention as needed to clients at risk of hospitalization until police/EMT has arrived. This service is defined by the State/County as "A quick emergency response service enabling the individual to cope with a crisis, while maintaining his/her status as a functioning community member to the greatest extent possible. Crisis is an unplanned event that results in the individual's need for immediate service intervention. Crisis Intervention services are limited to stabilization of the presenting emergency."

## 2. Consumer/Client Flow

### ERMHS Initial Assessments

Milestone Activity	Timing
ERMHS Initial Assessment Plan	Assessment plans shall be completed and sent to client's parent/guardian for signature within 15 days from referral through the IEP process.
ERMHS Eligibility Assessment	ERMHS eligibility assessments shall be completed along with an IEP to review assessment with client's parent/guardian within 60 days of receipt of a signed assessment plan, not including school recess periods in excess of 5 days.
ERMHS Eligibility Assessment Report	Contractor shall send ERMHS eligibility assessment report, most recent IEP, most recent psycho-educational evaluations, and ERMHS authorizations forms to Children's Specialized Services within 5 days of the client's parent/guardian consenting services with an ERMHS provider.

### CESDC

Milestone Activity	Timing
Behavioral Health Assessment	Behavioral health assessments shall be completed and signed within 30 days from the date of client's entry into the program.
Treatment Plan Development*	Plans shall be completed and signed within 60 days from the date of client's admission into the program.
Intervention	Intervention shall be ongoing between plan development and discharge.
Update of Treatment Plan and Intervention	Plans shall be updated at six months from the date of client's entry into the program, and re-written at one year from the date of client's entry into the program.

\* *Treatment Plan Development shall be strength-based; conducted in partnership with the client and family whenever possible; and include clear goals, objectives and criteria for graduation/voluntary discharge from the program.*

### **3. Discharge Criteria and Process**

#### ERMHS Initial Assessments

For youth who are eligible for ERMHS, Contractor shall send ERMHS eligibility assessment report, most recent IEP, most recent psycho-educational evaluations and ERMHS authorizations forms to Children's Specialized Services.

For those youth where an ERMHS assessment is completed and the youth is not eligible for ERMHS, Contractor shall advise parents (or other caregiver) that they can contact the County if they still want to access mental health services for their child; contractor shall provide the ACCESS phone number and any other relevant information.

#### CESDC

Contractor shall establish a projected discharge plan for each student through the process of assessment, evaluation, and treatment planning. The students and their parent/guardians shall be critical members of the treatment/IEP team. The discharge criteria, upon which the plan is based, shall be reflected in the treatment plan's goals and objectives, and the student's IEP goals, standards, objectives and benchmarks. Contractor shall review treatment plans for progress, or the lack thereof, a minimum of four times per year. The IEP goals, standards, objectives and benchmarks shall be formally reviewed at least annually.

Discharge planning shall involve collaboration between Contractor's treatment/IEP team, students/parents, and BHCS. In general, a planned discharge shall occur when the student's ability to learn is less impacted by emotional problems and a lesser level of school-based mental health support is needed. In the event that a student's emotional problems continue to seriously impair school functioning with minimal progress, consideration may be given to a higher level of mental health service.

### **4. Hours of Operation**

Contractor shall maintain the following minimum hours of operation:

Monday through Friday (during the school year): 8:30 a.m. - 4:30 p.m.

## 5. Service Delivery Sites

Contractor shall provide services at the following locations:

### ERMHS Initial Assessments

OUSD – Special Education  
2850 West Street, Oakland, CA 94608  
RU Pending

As a very time-limited service, the ERMHS initial assessments may take place at any site within OUSD.

*August  
2013*

### CESDC Sites

Edna Brewer Middle School (one classroom)  
3748 13th Avenue, Oakland, CA 94610  
RU 01AB9

Frick Middle School (one classroom)  
2845 64th Avenue, Oakland, CA 94605  
RU 01AB8

*TWO*  
Oakland Technical High School (~~one~~ classroom)  
4351 Broadway, Oakland, CA 94611  
RU 01AB7

Roots International Academy (one classroom)  
1390 66<sup>th</sup> Avenue, Oakland, CA 94621  
RU 01HY1

Fremont High School (one classroom)  
4610 Foothill Boulevard, Oakland, CA 94601  
RU 01AB6

*one*  
Martin Luther King, Jr. Elementary School (~~two~~ classrooms)  
960 10th Street, Oakland, CA 94607  
RU 01AB12

Howard Elementary School (one classroom)  
8755 Fontaine St., Oakland, CA 94605  
RU 01IK1



Contractor shall obtain approval from BHCS through the BHCS Program Contract Manager prior to implementing any changes in service delivery sites.

**D. Minimum Staffing Qualifications**

Contractor shall have and maintain current job descriptions on file with BHCS for all personnel whose salaries, wages, and benefits are reimbursable in whole or in part under this agreement. Job descriptions shall specify the minimum qualifications for employment and duties to be performed. Contractor shall submit revised job descriptions prior to implementing any changes or employing or contracting with persons who do not meet the minimum qualifications on file with BHCS. Contractor shall notify the BHCS Program Contract Manager of any change in administrative, supervisory and/or other personnel that may occur during the term of this contract.

**IV. Contract Deliverables and Requirements**

**A. Process Measures**

ERMHS Initial Assessments

Contractor shall provide a total of 400 staff hours to 50 unduplicated clients on an annual basis.

CESDC

Contractor shall provide the following services/deliverables:

<b>Outpatient Services</b>	<b>Annual Total: Staff Hours</b>	<b>Annual Total: Unduplicated Clients</b>
<b>Mental Health Services</b>		
▪ Assessment	100	50
▪ Evaluation	280	50
▪ Plan Development	200	50
▪ Collateral	500	50
▪ Individual Therapy	850	50
▪ Group Therapy	700	50
▪ Family Therapy	150	50
▪ Individual Rehabilitation	3,340	50
<i>Subtotal</i>	6,120	50
Case Management/Brokerage	1,440	50
Crisis Intervention	80	8
<b>Total</b>	<b>7,640</b>	<b>50</b>

**B. Outcome Measures**

N/A for FY 13-14.

**V. Reporting and Evaluation Requirements**

**A. Reporting Requirements**

Contractor shall input data into INSYST and submit any special reports requested by County financial or program monitors. Contractor shall comply with the reporting requirements of County, State, or Federal agencies, and applicable law and regulations, as a condition of funding.

Contractor shall complete the Annual BHCS Assessment regarding Housing/Living Situation and Co-Occurring Conditions, which describes Contractor's progress in these and any other areas identified by BHCS, by July 10<sup>th</sup> of the following year.

**B. Evaluation Requirements**

Contractor shall submit periodic and annual reviews of program delivery and fiscal reporting as required by County, State, and Federal funding sources.

**VI. Additional Requirements**

**A. Certification/Licensure**

Contractor shall have and maintain current Medi-Cal certification and provide to BHCS Quality Assurance Office, on an annual basis, written confirmation of insurance and fire safety clearance for all OUSD school sites and facilities.

**B. Other Requirements N/A.**

**VII. Entirety of Agreement**

Contractor shall abide by all requirements contained in the Master Contract General Terms and Conditions, all Exhibits and all Attachments that are associated with and included in this contract.

Contractor agrees to the following supplemental terms and conditions attached to this Exhibit A:

- Exhibit A-1: Additional Terms and Conditions of Program and Performance.
- Exhibit A-2: Addendum for Quality Assurance.

# ALAMEDA COUNTY HEALTH CARE SERVICES AGENCY CBO CONTRACT SIGNATURE AUTHORIZATION

BE IT HEREBY RESOLVED that the Board of Directors of

Oakland Unified School District - ERMHS

empowers the individuals designated below to bind this corporation and declares that they are authorized to enter into and execute formal agreements (including contracts) and sign invoices, financial documents and similar binding documents on behalf of the corporation.

Number of signatures required to bind the corporation (i.e., sign the contract): \_\_\_\_\_

Mark the appropriate column(s) to indicate the authority for each individual to sign those documents.	FORMAL AGREEMENTS (INCLUDING CONTRACTS AND EXHIBITS A & B)				INVOICES AND OTHER FINANCIAL DOCUMENTS			
	Agency Admin	Alcohol & Drug	Mental Health	Public Health	Agency Admin	Alcohol & Drug	Mental Health	Public Health
<i>Shelagh Undergar</i> Signature Shelagh Undergar, Associate Superintendent Printed Name and Title	✓		✓		✓		✓	
<i>Bernice L. Stanley</i> Signature Bernice Stanley, Coordinator Mental Health Printed Name and Title	✓		✓		✓		✓	
<i>Cristina A. Magpantay</i> Signature CRISTINA A. MAGPANTAY, MANAGER, FINANCE Printed Name and Title					✓		✓	
_____ Signature _____ Printed Name and Title								
_____ Signature _____ Printed Name and Title								

{ } Check here if this is an amendment only.

This Board resolution shall be in effect until rescinded or amended by the Board of Directors.

We certify that the foregoing resolution was adopted by the Board of Directors of

Oakland Unified School District

Corporate Name as shown on Certificate of Incorporation

... a meeting held in Oakland, California on the 15th day of Wednesday, 2014.

\_\_\_\_\_  
Signature of Board Chairperson

\_\_\_\_\_  
Signature of Board Secretary



**CONTRACT JUSTIFICATION FORM**  
**This Form Shall Be Submitted to the Board Office**  
**With Every Consent Agenda Contract.**

Legislative File ID No. 15-2264  
Department: Programs for Exceptional Children  
Vendor Name: Alameda County Health Care Services  
Contract Term: Start Date: 07/01/15 End Date: 06/30/16

Annual Cost: \$ \_\_\_\_\_

Approved by: Sheelagh Anderson

Is Vendor a local Oakland business? Yes  No

Why was this Vendor selected?

County pays for Emotionally Related Mental Health services for our students who qualify.

Summarize the services this Vendor will be providing.

Counseling services

Was this contract competitively bid? Yes  No

If No, answer the following:

1) How did you determine the price is competitive?

This service is only pd for by the county  
✓

2) Please check the competitive bid exception relied upon:

- Educational Materials**
- Special Services** contracts for financial, economic, accounting, legal or administrative services
- CUPCCAA exception** (Uniform Public Construction Cost Accounting Act)
- Professional Service Agreements** of less than \$86,000 (increases a small amount on January 1 of each year)
- Construction related Professional Services** such as Architects, DSA Inspectors, Environmental Consultants and Construction Managers (require a "fair, competitive selection process)
- Energy** conservation and alternative energy supply (e.g., solar, energy conservation, co-generation and alternate energy supply sources)
- Emergency** contracts
- Technology** contracts
  - electronic data-processing systems, supporting software and/or services (including copiers/printers) over the \$86,000 bid limit, must be competitively advertised, but any one of the three lowest responsible bidders may be selected
  - contracts for computers, software, telecommunications equipment, microwave equipment, and other related electronic equipment and apparatus, including E-Rate solicitations, may be procured through an RFP process instead of a competitive, lowest price bid process
  - Western States Contracting Alliance Contracts (WSCA)
  - California Multiple Award Schedule Contracts (CMAS) [contracts are often used for the purchase of information technology and software]
- "Piggyback" Contracts** with other governmental entities
- Perishable Food**
- Sole Source**
- Change Order for Material and Supplies** if the cost agreed upon in writing does not exceed ten percent of the original contract price
- Other, please provide specific exception**

*county pays for services for our students who qualify under their IEP.*