

County of Santa Cruz

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR 1000 EMELINE ST., SANTA CRUZ, CA 95060 (408) 454-4130 OR 454-4045 FAX: (408) 454-4642

May 24, 1999

Agenda: June 8, 1999

BOARD OF SUPERVISORS County of Santa Cruz 701 Ocean Street Santa Cruz, California 95060

CONTRACT AMENDMENTS TO ALLOW MEDI-CAL ADMINISTRATIVE ACTIVITIES CLAIMING

Dear Members of the Board:

Familia Center, Senior Citizens Legal Services, and Legal Aid of the Central Coast are agencies which each receive Community Programs funding to provide a variety of services to low-income residents of the County, including outreach and assistance with the Medi-Cal application process. As you may recall, under the program known as Medi-Cal Administrative Activities (MAA), the County is eligible to claim federal reimbursement of a portion of the funds supporting the Medi-Cal related activities provided by these agencies. In order to claim MAA reimbursement, the County's contracts with each of these three programs must specifically identify the Medi-Cal activities to be provided. Because the contracts with Familia Center, Senior Citizens Legal Services, and Legal Aid of the Central Coast for FY 98/99 do not currently include specific identification of these activities, it is now necessary to amend these contracts to add Medi-Cal activities to the contract scope of work. The necessary amendments have been approved by County Counsel and signed by the contractor. The amendments will not change the contract amounts previously approved by your Board.

IT IS THEREFORE RECOMMENDED that your Board approve the amendments to the County's contracts with Familia Center, Senior Citizens Legal Services, and Legal Aid of the Central Coast for FY 98/99 to allow Medi-Cal Administrative Activities claiming, and authorize the Human Resources Agency Administrator to sign the amendments.

Very truly yours,

CECILIA ESPINOLA Administrator

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BOARD OF SUPERVISORS

Agenda: June 8, 1999

Contract Amendments to Allow Medi-Cal Administrative Activities

Attachments

CE/gm/n::/maaamnd.bos

RECOMMENDED:

Susan A. Mauriello

County Administrative Officer

cc: County Administrative Officer

Auditor-Controller County Counsel Familia Center

Senior Citizens Legal Services Legal Aid of the Central Coast

AMENDMENT #1 TO CONTRACT #80822

The County of Santa Cruz by and through the Human Resources Agency hereinafter referred to as "COUNTY" and FAMILIA CENTER, hereinafter referred to as "CONTRACTOR" hereby modify contract number 80822 which provided services from July 1, 1998 through June 30, 1999. The purpose of this amendment is to modify Exhibit "B" ("Scope of Work Plan") for Contractor's FAMILIA CENTER Program in order to identify Medi-Cal Administrative Activities provided under this agreement. The provisions of this Amendment shall be effective from January 1, 1999 through June 30, 1999. All other provisions of said contract shall remain the same.

Exhibit "B" ("Scope of Work Plan") for the FAMILIA CENTER program is amended as attached.

COUNTY OF SANTA CRUZ	CONTRACTOR
	Talanda Duy Loda
Human Resources Agency	// Familia Center.
	711 East Cliff
Date	Santa Cruz, CA 95060
	(922 1) 422 5747

Date 5/3//99

APPROVED AS TO FORM:

County Counsel

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Distribution: County Administrative Office

Auditor

County Counsel Contractor

Human Resources Agency Health Services Agency

Fiscal Year: 98/99 Jurisdiction: Santa Cruz Countv Agency: Familia Center	Exhibit B Amendment # 1 E. PROGRAM GOALS AND OBJECTIVES
Program: Family Support/Enrichment Proarams	SCOPE OF WORK PLAN
Contractor shall work toward achieving the following goals and accomplish the following objectives. This she evaluating the results using the listed methods to focus on process and/or outcome. Please indicate the new process and/or outcome.	

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
GOAL #I Assist and support low-income residents living in north Santa Cruz County, with a focus on Latinos, to achieve and maintain a safe and healthy life for themselves and	I .I Engage in outreach activities, i.e., door-to-door, participate in community events & meetings to inform and encourage County residents to utilize Familia Ctr. services.	7/1/98-6/30/99	1.1 through 2.1 Make anonymous service evaluation forms and suggestion box available to all clients. Data will be analyzed and prepared in a repotle for review.
their families. Objectives: 1.1 Provide 250 hours of outreach to County Latino and low-income residents. I.2 Provide 600 hours of intake, information and referral and follow-up	I.2 Network with health, mental health, and social service providers to insure an accurate and up-to-date service data base for making appropriate referrals. I.2 Inform community residents of available health, mental health and social services needed. in person or over the	71/98-6/30/99	1.1 Record outreach hours and activities on monthly outreach report, including facilitating Medi-Cal applications. I.2 Complete intake form for unduplicated clients.
services to County Latino and low-income residents, of which 45 hours will be dedicated to facilitating Medi-Cal applications, from 1/1/99-6/30/99	phone, Monday through Friday, from 9:00 a.m. to 5:00 p.m. I .2 Provide advocacy, interpreting and translation for monolingual Spanish speaking residents seeking health, mental		
I.3 Develop or assist in the facilitation of educational programs, activities and informational workshops and provision of basic needs services for low-income and Latino County residents, resulting in a	health, and other social services, as needed, in person or over the phone, Monday through Friday, 9:00 am. to 5:00 pm. I .3 Provide and coordinate informational	71/98-6/30/99	I.3 Record attendance, workshops,
provision of 500 hours of service. GOAL #2 Facilitate, assist and support low-income youth living in north Santa Cruz County,	and educational workshops which include Family health, nutrition, parent education, job related workshops, cultural events, assist in filing of citizenship applications, ESL classes, food and clothing	71/98-6/30/99	activities and services on narrative report.
with a focus on Latinos, to achieve and maintain a safe and healthy life for themselves. Objective 2.1 Develop and facilitate educational	distribution, etc 2.1 Network with schools, UCSC, Cabrillo College, Latino neighbors and other community agencies to provide educational and recreational programs		2.1 Record networking activities on narrative report.2.1 Record units of service and attendance on activity narrative report.
and enrichment activities, i.e., recreational activities, art, literacy, tutoring, and cultural activities for County youth, with a focus on Latinos and low-income youth. These activities will provide 500 hours of service.	such as tutoring program, and Programa Para Niñas, field trips and off-site activities. 2.1 Recruit youth from schools, neighborhoods, and other service providers to participate in these activities.	7/1/98-6/30/99	on activity flatfative report.

AMENDMENT #2 TO CONTRACT #80246

The County of Santa Cruz by and through the Human Resources Agency hereinafter referred to as "COUNTY" and SENIOR CITIZENS' LEGAL SERVICES, hereinafter referred to as "CONTRACTOR' hereby modify contract number 80246 which provided services from July 1, 1998 through June 30, 1999. The purpose of this amendment is to modify Exhibit "B" ("Scope of Work Plan") for Contractor's SENIOR CITIZENS' LEGAL SERVICES Program in order to identify Medi-Cal Administrative Activities provided under this agreement. The provisions of this Amendment shall be effective from January 1, 1999 through June 30, 1999. All other provisions of said contract shall remain the same.

Exhibit "B" ("Scope of Work Plan") for the SENIOR CITIZENS' LEGAL SERVICES program is amended as attached.

COUNTY OF SANTA CRUZ	CONTRACTOR
	Eller Brie
Human Resources Agency	Senior Citizens' Legal Services.
	501 Soquel Ave., Ste. F
Date	Santa Cruz, CA 95062
	(83 1) 426-8824
	Date 5/24/99

APPROVED AS TO FORM:

Jue M. Scott County Counsel

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Distribution: County Administrative Office

Auditor

County Counsel Contractor

Human Resources Agency Health Services Agency

Fiscal	Yea <u>r: 98/99</u>	Jurisdiction:	County of Sa	nta Cruz	Exhibit B Amendment #2

Agency: Senior Citizens Legal Services
Program: Legal Assistance SCOPE OF WORK PLAN

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Contractor shall work toward achieving the following goals and accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome. Please indicate the number of Service Units to be provided.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTMTIES	TIMELINE	METHOD(S) OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
1. Assist seniors in obtaining access to health care, including payment for medical services and Medi-Cal eligibility.	la. Advise/represent at least 50 seniors with problems concerning Medicare, Medi-Cal or other insurance.	7/1/98 - 6/30/99	Review quarterly statistical program reports.
	lb. Provide 303 hours of facilitating Medi- Cal applications.	1/1/99 - 9 6/30/99	Review quarterly statistical program reports.
2. Assist seniors in securing and retaining adequate income for basic necessities.	2a. Advise/represent at least 80 seniors with problems concerning Social Security, SSI or other income.	7/1/98 - 6/30/99	Review quarterly statistical program reports.
	2b . Secure a direct measurable financial benefit to clients of at least \$100,000.	7/1/98 - 6/30/99	Review client financial benefit contained in the quarterly program report.
3. Assist seniors in securing and retaining safe and affordable housing.	3a. Advise/represent at least 50 seniors in matters relating to evictions, rent increases, subsidized housing, or other housing related problems.	7/1/98 - 6/30/99	Review quarterly statistical program reports.
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AMENDMENT #1 TO CONTRACT #8015 1

The County of Santa Cruz by and through the Human Resources Agency hereinafter referred to as "COUNTY" and LEGAL AID OF THE CENTRAL COAST, hereinafter referred to as "CONTRACTOR" hereby modify contract number 8015 1 which provided services from July 1, 1998 through June 30, 1999. The purpose of this amendment is to modify Exhibit "B" ("Scope of Work Plan") for Contractor's LEGAL AID OF THE CENTRAL COAST Program in order to identify Medi-Cal Administrative Activities provided under this agreement. The provisions of this Amendment shall be effective from January 1, 1999 through June 30, 1999. All other provisions of said contract shall remain the same.

Exhibit "B" ("Scope of Work Plan") for the LEGAL AID OF THE CENTRAL COAST program is amended as attached.

COUNTY OF SANTA CRUZ	CONTRACTOR
	and
Human Resources Agency	Legal Ait of the Central Coast
	21 Carr Street
Date	Watsonville, CA 95076
	(83 1) 722-2253
	Date 5/20199

APPROVED AS TO FORM:

Jac M. Scott
County Counsel

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Distribution: County Administrative Office

Auditor

County Counsel Contractor

Human Resources Agency Health Services Agency

Fiscal Year:99/00 Jurisdiction: <u>COUNTY OF SANTA CRUZ</u>	Fiscal Year:	99/00	Jurisdiction:	COUNTY OF	F SANTA	A CRUZ
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Exhibit B
Amendment #1

Agency: LEGAL AID OF THE CENTRAL COAST

Program: Legal Aid

E. <u>PROGRAM GOALS AND OBJECTIVES</u> <u>SCOPE OF WORK PLAN</u>

Contractor shall work toward achieving the following goals and accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome. Please indicate the number of Service Units to be provided.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
GOAL I. PREVENTIVE LAW: Staff and volunteers shall respond to questions and make information available to law income residents of the County regarding their rights and responsibilities. OBJECTIVES: Program-wide it is anticipated 262 clients will be served.	I. Maintain trained bilingual staff andvolunteers in the area of income maintenance and public benefits. Maintain office hours in both the Watsonville and Santa Cruz offices Monday-Friday 9a.m 12p.m. and lp.m 5p.m.	07/01/98 to 06/30/99	Track intake sheets ok undupli- cated cases on individuals served with County funds. Provide monthly information on these cases individually naming the attorney, the information re- quested and the staff who participated on the case, date of the information request and the time expended by each staff member.
coal II. REPRESENTATION: Staff shall provide a full range of legal services, from advice and counsel to representation in administrative hearings and State and Federal Courts as appropriate. OBJECTIVE: Program-wideitis anticipated 38 clients will be served.	b. Provide 150 units of services to clients to facilitateMedi-Cal eligibility.	07/01/98 to 06/30/99 01/01/99 to 06/30/99	a. Track intake sheets of unduplicated cases on individuals served with County funds including those with Medi-Cal needs. Provide monthly information on these case individually including case outcome information and staff time expended and the attorneys involved. b. Quarterly Reports.
COAL III. PUBLICATIONS: Publication on public benefit and tenancy and other issues will continue to be made available. OBJECTIVE:Program-wide it is anticipated that 200 copies will be made available.	III. Develop, maintain and update bilingual brochures for distribution.	07/01/98 to 06/30/99	Make available copies of each publication.

COUNTY OF SANTA CRUZ

REQUEST FORAPPROVALOFAGREEMENT

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TO:	Board of Supervisors County Administrative Officer County Counsel Auditor-Controller		FROM: HU	MAN RESOURCES		(Dept.)
The	Board of Supervisors is hereby requ	lested to approve the at	tached agreeme	nt and authorize t	he execution of the	same.
1.	Said agreement is between th <u>e Hu</u> n	man Resources Agen	cy			(Agency)
	and <u>Familia Center, 711 Eas</u>	t Cliff, Santa Cr	uz, CA 9506	0		(Name & Address)
2.	The agreement will provide biling	ual intake servic	es to unemp	loyed, low-in	come monolingu	ıal and
	<u>bilingual Spanish-speak</u>	ing residents. in	cluding tra	nslation		
3.	The egreement is needed to prov	ide for MAA cla	iming 1/1/99	9 - 6/30/99		
4.	Period of the agreement is fromJ	uly 1, 1998		toJun	e 30, 1999	
5.	Anticipated cost is $$-65,260.0$	0		(RX	<i>ӑ҂ӓѩ</i> ҈ҩҡӄ҂Ҟҩ҈ҥҟ҅Ҫ	X¥6Xe, Nat to exceed)
	Remarks: Amendment 1 - no		r smount			
	Staffs Gary McN	Neil x 5459				
7.	Appropriations are budgeted in	395200		(lr	n dex#) 5465	(Subobject)
_	,	PRIATIONS ARE INSU				,
Ap	propriations of available and ha	ve/been encumbered.	Contract No.	80822	Date	124/99
	N/A already encumbered ame activities only	ndment to specify	GARY (By	A. KNUTSON, AU Rould J	Silva	Deputy.
Pro	pposal reviewed and approved. It is r HRA Administrator	ecommended that the Bo				orize the
]	Human Resources Agency	(Agen		County Ad	ministrative Officer	
Re	marks:	(Analyst)	Ву	!//	Do	ite /26/2
Ag	reement approved as to form. Date	,				113
Dis	Additor-Controller - Blue County Counsel - Green * Co. Admin. Officer - Canary Auditor-Controller - Pink Originating Dept Goldenrod 'To Orig. Dept. if rejected. ADM-29 (6/95)	State of California, do he said Board of Supervisors in the minutes of said Bo	reby certify that the as recommended	e foregoing request for by the County Admi	inistrative Officer by	ent was approved by an order duly entered Administrative Officer

COUNTY OF SANTA CRUZ REQUEST FOR APPROVAL OF AGREEMENT

TO: Board of Supervisors County Administrative Officer County Counsel Auditor-Controller		FROM:	Human Resources		(Dept.)
The Board of Supervisors is hereby rec	uested to approve the	attached agree	ment and authorize	the execution of the	same.
1. Said agreement is between the and _Senior Citizen's Legal 2. The agreement will provide Legal	Services, 501 Soc	quel Ave. S	teF, Santa Cru	ız, CA 95060	(Name & Address)
2. The agreement will provide began amendment The agreement is needed to pr				ases	
4. Period of the agreement is from					
6. Remarks:Amendment 2, no	change to terms	or amount			
7. Appropriations are budgeted in	oppriations are inside ave been encumbered.	UFFICIENT, A	80246 Y A. KNUTSON, Aug	D FORM AUD-74	7 1
Proposal reviewed and approved. It is Human Resources Agency Remarks: Agreement approved as to form. Date	(Ager	ecute the same	on behalf of the	agreement and auth	
Distribution: Bd. of Supv White Auditor-Controller - Blue County Counsel - Green - Co. Admin. Officer - Canary Auditor-Controller - Pink Originating Dept Goldenrod *To Orig. Dept. if rejected.	State of California, do he said Board of Supervisor in the minutes of said B	nereby certify that ors as recommend	led by the County Admi	or approval of agreeme inistrative Officer by a	ent was approved by n order duly entered

COUNTY OF SANTA CRUZ REQUEST FORAPPROVALOF AGREEMENT

or 385

ГО:	Board of Supervisors County Administrative Officer County Counsel Auditor-Controller		FROM:	Human Resou	2)		(Dept.)
The	Board of Supervisors is hereby req	uested to approve the at	ttached agre	ement and auth	orize the ex	ecution of the	same.
1. \$	Said agreement is between the $\underline{\mathrm{Hur}}$	nan Resources Agen	ісу				(Agency)
(and, Legal Aid of the Centra	al Coast, 21 Carr	St., Wat	sonville, CA	4 95076		_(Name & Address)
2	The agreement will providefree, bilingual legal services to low-income residents.						
3. ·	amendment The d greement is needed <u>to prov</u>	ride for MAA clai		/99 - 6/30/	99		
4.	Period of the agreement is from	uly 1, 1998		to	June	30, 1999	
5.	Anticipated cost is \$ 47, 5 93.0	0			(* 4 xed 5 **)	ઽፚ⋥ ⋛⋘ ⋒	Fore Not to exceed)
6	Remarks* Amendment 1	- no change to ter	rm or amo	ount			
•	Staff: Gary Mc					_	
7.	Appropriations are budgeted in				(Index	#) 5465	(Subobject)
Арр	oropriations are available and he are not N/A already encumbered amendment to specify act	ave/been encumbered. will be	Contract 1	80151 ARY A. KNUTSC		_Date	<i>}</i>
	posal reviewed and approved. It is r HRA Administrator	ecommended that the Bo			_	ment and autho	orize the
	man Resources Agency	(Analyst)				trative Officer	5/26/g,
Agr	reement approved as to form. Date						(7
	tribution: Bd. of Supv. • White Auditor-Controller • Blue County Counsel • Green • Co. Admin. Officer • Canary Auditor-Controller • Pink Originating Dept. • Goldenrod 'To Orig. Dept. if rejected.	State of California County of Santa Cruz I State of California, do her said Board of Supervisors In the minutes of said Bo	reby certify the s as recomme	hat the foregoing re	equest for app	proval of agreeme	n order duly entered

ADM - 29 (6/95)