



County of Santa Cruz

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 4544045 FAX: (408) 454-4642

June 1, 1999

Agenda: June 15, 1999

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, California 95060

PACKARD FOUNDATION GRANT: FOSTER CARE RECRUITMENT AND FAMILY CONFERENCING

Dear Members of the Board:

As you may recall, the Human Resources Agency is currently funded by a \$50,000 grant from the David and Lucille Packard Foundation to strengthen resources for children in the Child Welfare Services system. Through this Packard grant, which provides support from April 28, 1998 through June 30, 1999, HRA has been developing and implementing enhanced strategies for recruiting foster care and adoptive homes, as well as providing support to our Family Conferencing program. At this time, it is necessary to take several actions to complete grant expenditures for FY 98/99 and to continue Family Conferencing activities in FY 99/00.

Accept Unanticipated Revenue. Due to a gradual start-up of grant activities, \$7,239 of the Packard funds that were originally allocated to be spent in the last two months of FY 97/98 were not spent during that Fiscal Year. In order to expend these funds on eligible grant activities in FY 98/99, it is necessary at this time to accept unanticipated revenue in the amount of \$7,239.

Amend Agreement With the Youth Resources Bank. As you may recall, the Family Conferencing program is built on the concept that a child's family and extended family members are often valuable resources for assisting in the development of the child's case plan, and in providing placement and other direct support as an alternative to non-relative foster care. Toward this end, social workers organize family conferences that are attended by family and extended family members. To support these activities during FY 97/98 and 98/99, a portion of the Packard grant funds were contracted to the Youth Resources Bank (YRB) to administer a Family Conferencing Case Services Fund. The fund provides immediate need payments for travel and related expenses incurred by family members participating in the Family Conferencing program. The amount budgeted for the YRB contract in FY 98/99 was \$3,000. However, due to increased participation in the Family Conferencing program, we

BOARD OF SUPERVISORS
June 15, 1999
Packard Foundation Grant

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anticipate the need for an additional \$1,500 to provide immediate need payments to participating families during FY 98/99. At this time, we are requesting your Board's approval of an amendment to the YRB contract which provides an additional \$1,500 for this purpose from unexpended Packard grant funds.

Approve Youth Resources Bank Contract for FY 99/00. HRA's contract with the Youth Resources Bank has proven to be a highly successful and efficient mechanism for providing immediate need payments to enable family members to participate in Family Conferences. HRA plans to continue to contract with the Youth Resources Bank for this purpose in FY 99/00. Since the start-up funding provided by the Packard Foundation will no longer be available in FY 99/00, HRA proposes to utilize a portion of its Child Welfare Services (CWS) allocation from the State Department of Social Services to fund the Youth Resources Bank contract for Family Conferencing activities. Based on anticipated growth in the Family Conferencing program, HRA has included \$6,000 for this purpose in the Agency's proposed budget for FY 99/00. At this time, we are requesting your Board's approval of a contract with the Youth Resources Bank in the amount of \$6,000 to administer the Family Conferencing Case Services Fund from July 1, 1999 through June 30, 2000.

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve the attached AUD 60 accepting unanticipated revenue in the amount of \$7,239 and appropriate into Index 392400;
2. Approve the contract amendment to increase the Youth Resources Bank contract by \$1,500 to administer payments for the Family Group Conferencing program during the remainder of FY 98/99, and authorize the Human Resources Agency Administrator to sign the amendment; and
3. Approve the agreement with the Youth Resources Bank in the amount of \$6,000 to administer payments for the Family Group Conferencing Program in FY 99/00 and authorize the Human Resources Agency Administrator to sign the amendment, contingent on your Board's approval of the Human Resources Agency budget.

Very truly yours,

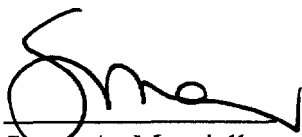
Cecilia Espinola (Et)

CECILIA ESPINOLA
Administrator

BOARD OF SUPERVISORS
June 15, 1999
Packard Foundation Grant

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RECOMMENDED:

A handwritten signature in black ink, appearing to read 'Susan', written over a horizontal line.

Susan A. Mauriello
County Administrative Officer

cc: County Administrative Officer
Auditor-Controller
County Counsel
Youth Resources Bank

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted: _____

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from Packard Foundation for Family Conf./Foster Care Recruitment program; and

WHEREAS, the County is recipient of funds in the amount of \$ 7,239 which are either in excess of **those anticipated** or are not specifically set forth in the current fiscal year budget of the County: and

WHEREAS, pursuant to Government Code Section **29130(c)/29064(b)**, such funds may be made available for specific appropriation by a four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 7,239 n t o

Department HRA/Family Relations

T/C	Index Number	Revenue Subobject Number	Account Name	Amount
001	392400	2372	Cont & Donations	\$7,239

and that such funds be and are hereby appropriated as follows:

T/C	Index Number	Expenditure Subobject Number	PRJ/UCD	Account Name	Amount
021	392400	3 4 9 3		Office Expense	\$7,239

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) received within the current fiscal year.

By *Anne Alcorn*
Department Head

Date 6/1/99

COUNTY ADMINISTRATIVE OFFICER

☒ Recommended to Board☐ Not Recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz,
State of California, this _____ day of _____ 19____
by the following vote (requires four-fifths vote for approval): _____

AYES: SUPERVISORS

NOES: SUPERVISORS

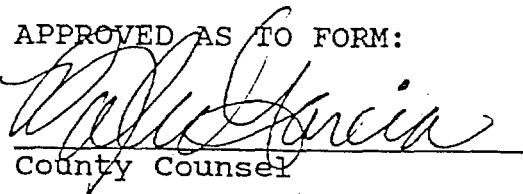
ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:


County Counsel

APPROVED AS TO ACCOUNTING DETAIL:


Auditor-Controller, 6/2/99

Distribution:

Auditor-Controller
County Council
County Administrative Officer
Originating Department

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

000372

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: Human Resources Agency (Dept.)
[Signature] (Signature) 6/1/99 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

- Said agreement is between the County of Santa Cruz Human Resources Agency (Agency)
and Youth Resources Bank, P.O. Box 1844, Capitola, CA 95010 (Name & Address)
- The agreement will provide reimbursement to vendors, service providers and families for
expenses related to family members' participation in Family Group Conferencing
- The agreement is needed, to continue Family Group Conferencing Fund for Packard Foundation
Grant #98-9865
- Period of the agreement is from 4/28/98 to 6/30/99
- Anticipated cost is \$ 4,500 Incr of 1,500 (Fixed amount; Monthly rate; Not to exceed)
- Remarks: Total Contract: \$5,500 Amendment #1 increasing contract and
98/99 encumbrance by \$1,500. Contact: J. Yokel x4062
- Appropriations are budgeted in 392400 (Index#) 4485 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered. Contract No. 81617 Date 6/2/99
are not will be

GARY A. KNUTSON, Auditor - Controller

By *[Signature]* Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
HRA Administrator to execute the same on behalf of the Human Resources Agency
[Signature] (Agency).

Remarks: Co nt County Administrative Officer
[Signature] Date 6/1/99
_____ (Analyst) B y

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. • White
Auditor-Controller • Blue
County Counsel • Green •
Co. Admin. Officer • Canary
Auditor-Controller • Pink
Originating Dept. • Goldenrod

*To Orig. Dept. Mailed.

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ADM - 2 (6/95)

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz.

State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____ County Administrative Officer

_____ 19 _____ By _____ Deputy Clerk

AMENDMENT #1 TO INDEPENDENT CONTRACTOR AGREEMENT #81617
FAMILY CONFERENCING CASE SERVICES FUND

The County of Santa Cruz, by and through the Human Resources Agency, hereinafter referred to as "COUNTY" and the Youth Resources Bank, hereinafter referred to as "CONTRACTOR" hereby amend contract number 8 16 17. The purpose of this amendment is to increase the amount of the contract by \$1,500 in order to provide services to additional families participating in the Family Conferencing program. All other provisions of said contract shall remain the same.

(A) Paragraph 2B is amended to read:

- B. COUNTY agrees to pay CONTRACTOR a sum not to exceed \$5,500 for administering a Family Group Conferencing Fund which shall be used to reimburse vendors and individuals as outlined in the Scope of Services (Exhibit A) section of this agreement. COUNTY agrees that CONTRACTOR shall retain \$200 of the Family Group Conferencing Fund as an administrative fee to be paid by COUNTY to CONTRACTOR on June 30, 1998.

(B) Paragraph 2E is amended to read:

- E. Following the initial \$1,000 advance paid upon execution of the Agreement, COUNTY shall monitor fund expenditures, and advance CONTRACTOR in four subsequent increments of \$1,000, \$1,000, \$1,000 and \$1,500 when balance of Family Group Conferencing Fund drops below \$500.

Initials: *Am/mt CEm*
CONTRACTOR/COUNTY

SIGNATURE PAGE

DATED: _____

COUNTY OF SANTA CRUZ

By: _____
Human Resources Agency Administrator

CONTRACTOR

DATED: 5-28-99

By: Lynn Miller, Inc.
CONTRACTOR's Authorized Representative
Lynn Miller, Vice Chair
Typed Name/Title
Youth Resources Bank
Organization
P.O. Box 1844
Address
Capitola, CA 95003
City State Zip
454-4236
Phone
77-0197150
Tax ID #

APPROVED AS TO FORM:

Mr. M. Scott
Assistant County Counsel

Distribution: Human Resources Agency
County Administrative Office
County Counsel
Auditor-Controller
Contractor

n:\cpsadmin\judy\yrbamendfccon.doc

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

000375

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: Human Resources Agency (Dept.)
[Signature] (Signature) 6/1/99 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

1. Said agreement is between the County of Santa Cruz Human Resources Agency (Agency)
and Youth Resources Bank, P.O. Box 1844, Capitola, CA 95010 (Name & Address)
2. The agreement will provide reimbursement to vendors, service providers and families for expenses related to family members' participation in Family Group Conferencing
3. The agreement is needed to continue Family Group Conferencing Fund
4. Period of the agreement is from 7/1/99 to 6/30/00
5. Anticipated cost is \$ 6,000 (Fixed amount; Monthly rate; Not to exceed)
6. Remarks: W - 9 on file
Advance \$1,000 after 7/1/99 Contact: J. Yokel, x4062
7. Appropriations are budgeted in 392100 (Index#) 4080 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered. * Contract No. 91617 Date 6/2/99
* SUBJECT TO APPROVAL OF THE 99/2000 BUDGET
GARY A. KNUTSON, Auditor - Controller
By [Signature] Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the HRA Administrator to execute the same on behalf of the Human Resources Agency (Agency).

Remarks: [Signature] (Analyst)

County Administrative Officer
By [Signature] Date 6/1/99

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - 4080
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

*To Orig. Dept. if rejected.

ADM - 29 (6/95)

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____

_____ 19____ By _____ County Administrative Officer
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CONTRACT NO. 91617

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is entered into this 1st day of July 1999 by and between the COUNTY OF SANTA CRUZ, hereinafter called COUNTY, and the YOUTH RESOURCES BANK, hereinafter called CONTRACTOR. The parties agree as follows:

1. DUTIES. CONTRACTOR agrees to exercise special skill to accomplish the following result:

- Scope of Services - Exhibit A

2. COMPENSATION. In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows:

A. CONTRACTOR assures COUNTY that an advance payment is necessary in order to maintain program integrity. CONTRACTOR will not use advances to provide working capital for non-county programs. When possible, advances will be deposited in interest-bearing accounts, with said interest being used to reduce program costs.

B. COUNTY agrees to pay CONTRACTOR a sum not to exceed \$6,000 for administering a Family Group Conferencing Fund which shall be used to reimburse vendors and individuals as outlined in the Scope of Services (Exhibit A) section of this agreement. COUNTY agrees that CONTRACTOR shall retain 5% (\$300) of the Family Group Conferencing Fund as an administrative fee to be paid in full by COUNTY to CONTRACTOR on September 30, 1999.

C. County agrees to advance CONTRACTOR the sum of \$1,000 upon execution of this Agreement.

D. CONTRACTOR agrees to submit monthly expenditure reports on standard COUNTY forms. Each report shall be submitted to and approved by the Child Welfare Services Program Manager prior to subsequent advances by the COUNTY.

E. COUNTY shall monitor fund expenditures, and advance CONTRACTOR in five subsequent increments of \$1,000 when balance of Family Group Conferencing Fund drops below \$500.

F. No later than 30 days after the end of the contract period, CONTRACTOR agrees to submit a detailed cost report in the format prescribed the Human Resources Agency. CONTRACTOR shall remit any unexpended funds to the COUNTY at the time CONTRACTOR submits cost report.

3. TERM. Term of this contract shall be July 1, 1999 through June 30, 2000.

4. EARLY TERMINATION. Either party hereto may terminate this contract at any time by giving thirty (30) days written notice to the other party.

5. INDEMNIFICATION FOR DAMAGES. TAXES AND CONTRIBUTIONS. CONTRACTOR shall exonerate, indemnify, defend, and hold harmless COUNTY (which for the purpose of paragraphs 5 and 6 shall include, without limitation, its officers, agents, employees and volunteers) from and against:

A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which COUNTY may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTOR'S performance under the terms of this Agreement, excepting any liability arising out of the sole negligence of the COUNTY. Such indemnification includes any damage to the person(s), or property(ies) of CONTRACTOR and third persons.

B. Any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).

6. INSURANCE. CONTRACTOR, at its sole cost and expense, for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it.

If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage for each subcontractor equivalent to that required of CONTRACTOR in this Agreement, unless CONTRACTOR and COUNTY both initial here /

A. Types of Insurance and Minimum Limits

(1) Worker's Compensation in the minimum statutorily required coverage amounts, This insurance coverage shall not be required if the CONTRACTOR has no employees and certifies to this fact by initialing here LCM/mc

(2) Automobile Liability Insurance for each of CONTRACTOR'S vehicles used in the performance of this Agreement, including owned, non-owned (e.g., owned by CONTRACTORS employees), leased or hired vehicles, shall each be covered with Automobile Liability Insurance in the minimum amount of \$500,000.00 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by CONTRACTOR is not a material part of performance of this Agreement and CONTRACTOR and COUNTY both certify to this fact by initialing here LCM/mc

(3) Comprehensive or Commercial Liability Insurance coverage in the minimum amount of \$1,000,000.00 combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$1,000,000.00 combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and COUNTY____/____.

B. Other Insurance Provisions

(1) If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three years after the expiration of the Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed to be reasonable.

(2) All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, its officials, employees, agents and volunteers are added as an additional insured as respects the operations and activities of, or on behalf of, the named insured performed under Agreement with the County of Santa Cruz."

(3) All the insurance policies shall be endorsed to contain the following clause:

"This insurance shall not be canceled until after thirty (30) days prior written notice has been given to: Judy Yokel, Asst Division Director, Human Resources Agency, 1400 Emeline Avenue, Santa Cruz, CA 95060."

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to:

Judy Yokel, Asst Division Director
Human Resources Agency
1400 Emeline Avenue
Santa Cruz, CA 95060

7. EQUAL EMPLOYMENT OPPORTUNITY. During and in relation to the performance of this Agreement, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, disability, medical condition (cancer related), marital status, pregnancy, gender, sexual orientation, age (over 18), veteran status or any other non-merit factor unrelated to job duties. Such non-discriminatory

action shall include, but not be limited to the following: recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Agreement provides compensation in excess of \$50,000.00 to CONTRACTOR and if CONTRACTOR employs fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, disability, medical condition (cancer related), marital status, pregnancy, gender, sexual orientation, age (over 18), veteran status, or any other non-merit factor unrelated to job duties. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR's solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY general Services Purchasing Division.

(2) The CONTRACTOR shall furnish COUNTY Affirmative Action Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, handicap or disability, and job classification of its employees and the names, dates and methods of advertisement and direct solicitation efforts made to subcontract with Minority/Women/Disabled Business Enterprises.

(3) In the event of the CONTRACTOR's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further agreements with the COUNTY.(4)

The CONTRACTOR shall cause the foregoing provisions of this Subparagraph 7B. to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000.00 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (worker's compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST. The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS. (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is

engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and workplace; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each of the undersigned certifies that it is his or her considered judgement that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.

9. NON-ASSIGNMENT. Contractor shall not assign this Agreement without the prior written consent of the COUNTY.

10. RETENTION AND AUDIT OF RECORDS. CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.

11. PRESENTATION OF CLAIMS. Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

12. ATTACHMENTS. This Agreement includes the following attachments:
Exhibit A: Scope of Services

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

COUNTY OF SANTA CRUZ

CONTRACTOR

By: _____
Human Resources Agency

By: Lynn Miller
CONTRACTOR's Authorized Representative

Lynn Miller, Vice Chair
Typed Name/Title

Youth Resources Bank
Organization

Address: P.O. Box 1844

Canitola, CA 95003

Telephone: 454-4236

Tax ID#: 77-0197150

APPROVED AS TO INSURANCE:

By: Janet McKinley 5-28-99
Risk Management

APPROVED AS TO FORM:

By: Jae M. Scott
Assistant County Counsel

DISTRIBUTION: County Administrative Office
Auditor-Controller
County Counsel
Risk Management
Contractor

n:\cpsadmin\michelle\yrbconfc.doc (5/27/99)

Initials: L Miller C E M
CONTRACTOR/COUNTY

INDEPENDENT CONTRACTOR AGREEMENT

CONTRACT NO. 91617

EXHIBIT A

SCOPE OF SERVICES

In accordance with the Child Welfare Services Family Group Conferencing Program requirements, CONTRACTOR shall furnish the following services:

A. Establish a Family Conferencing Case Services Fund

The purpose of the Fund is to provide reimbursements to vendors, service providers and families for expenses related to family members' participation in Family Group Conferences within the Child Welfare Services Program. Expenditures may include, but are not limited to, expenses for travel, lodging, meals, and child care. The Human Resources Agency's (I-IRA) Child Welfare Services (CWS) staff will complete referral forms and authorize expenditure of funds from the Family Group Conferencing Fund.

B. In disbursing funds to vendors, service providers and family members, authorized by the COUNTY for payment through the Family Group Conferencing Fund, the CONTRACTOR shall be responsible for the following:

1. Require that the COUNTY submit completed Family Group Conferencing Fund Check request form with a copy of the vendor invoice or expenditures receipts and corresponding CWS client case number.
2. Pay authorized vendors, service providers and individuals in the form of a check for Family Group Conferencing expenses.
3. Submit a monthly expenditure report to contract monitor which shall be jointly developed by COUNTY and CONTRACTOR.
4. Comply with all County reporting requirements.