

DEPARTMENT OF CHILDREN AND FAMILY SERVICES INTERNAL CONTRACT DISTRIBUTION FORM

FROM:	Dennis Gregg, Deputy Director of Children and Family Services
CONTRACTOR:	Catholic Charities of the Diocese of Fresno, CA - Laton Neighborhood Resource Center (NRC)
TERM:	Effective 7/1/05 - 6/30/06

Send To:	NAME	TITLE / LOCATION
	Dr. Joseph Alimasuya	Interim Chief Child Psychiatrist – Stop 100, Heritage Center
	Cornell Archie	Senior Systems and Procedures Analyst – CMC 3 rd Floor
	Jeff Avery	Division Manager, Children's Mental Health, Stop 106, 3133 North Millbrook
X	Bonnie Burns	Staff Analyst – CMC 3 rd Floor
	Vicki Carrillo-Slimick	Social Services Program Manager, Stop 87, Crocker 2 nd Floor
	Lilia Chavez	Principal Administrative Analyst – Stop 144, CMC 3 rd Floor
	Joy Cronin	Social Services Program Manager – Stop 125 L Street, 2 nd Floor
	Eloise Gilbert	Senior Staff Analyst, CMC 3 rd Floor
	Laurie Haberman	Division Manager – Mental Health, Stop 100, Heritage Center
	Laura Haga	Staff Analyst – CMC 3 rd Floor
	Wanda Hemmitt	Staff Analyst – CMC 3 rd Floor
X	Howard Himes	Principal Staff Analyst – CMC 3 rd Floor
	Catherine A. Huerta	Assistant Director of Children & Family Services – CMC 3 rd Floor
	Angela Jaime	Staff Analyst – CMC 3 rd Floor
	Nancy McCart	Interim Division Manager – Mental Health – Stop 108, Heritage Center
	Donna Mobley-Lutz	Social Services Program Manager – Stop 135, L Street, 2 nd Floor
	Lauri Moore	Social Services Program Manager – Stop 106, 3133 North Millbrook
	Toni Paxton	Senior Staff Analyst – Stop 143, CMC 4 th Floor
	Darrin Person	Staff Analyst – CMC 3 rd Floor
	Patty Poulsen	Social Services Program Manager – Stop 138, L Street, 2 nd Floor
	Joseph Rangel	Staff Analyst – Stop 100, Heritage Center
	Karen Rea	Deputy Director of Children and Family Services – Stop 100, Heritage Center
	Michael Reiser	Social Services Program Manager, Stop 92, Crocker 2 nd Floor
	Preet Sanghera	Senior Staff Analyst, Stop 100, Heritage Center
	Andrea Sobrado	Coordinator, Family to Family – CMC 3 rd Floor
	Diana Sorondo	Senior Staff Analyst – CMC 3 rd Floor
	Diana Yee	Principal Staff Analyst, CMC 3 rd Floor
	Ramundo Zermeno	Staff Analyst – CMC 4 th Floor
	Gary D. Zomalt	Director of Children & Family Services – CMC 3 rd Floor
	Leo Aguirre	Health Accounting – Stop 240, Seaport, 2 nd Floor
X	Alice Jen-Otani	Social Services Accounting – Stop 241, Seaport, 2 nd Floor
	Auditor-Controller/Treasurer-Tax Collector	Contracts Administration – Stop 5, Hall of Records, 1 st Floor
	Clerk to the Board of Supervisors	Stop 11, Hall of Records, 3 rd Floor
	Purchasing	Stop 25, 4525 E. Hamilton, 2 nd Floor
X	Vendor Copy	



AGT #05-205
through
AGT #05-214

38

Agenda Item

A-05-205

RECEIVED

JUN 10 2005

DATE: June 7, 2005

TO: Board of Supervisors

FROM: Gary D. Zomalt, Director, Department of Children and Family Services

DEPUTY DIRECTOR OF
CHILDREN & FAMILY SERVICES

SUBJECT: Agreements for Promoting Safe and Stable Families Program Services

RECOMMENDED ACTION:

It is recommended that your Board approve and authorize the Chairman to execute Agreements for Promoting Safe and Stable Families program services, effective July 1, 2005 through June 30, 2006 (\$778,224), with the following vendors and Neighborhood Resource Center (NRC) sites:

Vendor	Amount	Service Site
a. Catholic Charities Diocese of Fresno	\$141,696	Laton NRC
b. Clovis Unified School District	\$57,660	Pinedale Elementary School NRC
c. Comprehensive Youth Services	\$42,940	Carver Academy Middle School NRC
d. Comprehensive Youth Services	\$57,660	Mayfair Elementary School NRC
e. Court Appointed Special Advocates	\$130,968	Community Based Organizations
f. Fresno Unified School District	\$57,660	Addams Elementary School NRC
g. Fresno Unified School District	\$42,940	Burroughs Elementary School NRC
h. Fresno Unified School District	\$57,660	Lowell Elementary School NRC
i. Sanger Unified School District	\$42,940	Jefferson Elementary School NRC
j. Westside Family Preservation Services Network	\$146,100	Huron NRC
Total	\$778,224	

Approval of the recommended Agreements will allow for the continuation of prevention and intervention services to families through decentralized Neighborhood Resource Centers and one community based organization, with no net County cost. The cost of these services (\$778,224) will be fully financed with Federal Promoting Safe and Stable Families (PSSF) Program funds.

ADMINISTRATIVE OFFICE REVIEW

BOARD ACTION: DATE June 7, 2005

APPROVED AS RECOMMENDED XXX

Page 1 of 2

OTHER



Official Action of
Board of Supervisors

Deputy

UNANIMOUS XXX ANDERSON CASE LARSON PEREA WATERSTON

FISCAL IMPACT:

There is no net County cost associated with the recommended action. The maximum cost of the recommended Agreements is \$778,224 and will be financed with Federal PSSF Program funding. Sufficient appropriations are included in the requested FY 2005-06 Department of Children and Family Services Organization 56407640 budget.

REGIONAL JOBS INITIATIVE IMPACT:

Approval of the recommended action will sustain funding of approximately twelve positions with ten non-profit and/or neighborhood resource agencies throughout Fresno County.

DISCUSSION:

Approval of the recommended Agreements will ensure ongoing prevention and intervention services to children and families through countywide Neighborhood Resource Centers (NRCs) and family reunification services provided by the Court Appointed Special Advocates (CASA) of Fresno County. NRC service areas include neighborhoods in metro Fresno near the Addams, Burroughs, Lowell, Mayfair, and Pinedale Elementary Schools and the Carver Academy Middle School. Rural residents may access services at the Jefferson Elementary School NRC in Sanger and the NRCs in the communities of Huron and Laton.

In May 2005, the Department of Children and Family Services presented the PSSF funding strategy to the Interagency Council for Children and Families (ICCF) for its consideration and recommendation. The proposed Agreements reflect ICCF's recommended funding strategy. This strategy complies with the Federal spending requirement for PSSF funds and allows for the continuation of NRC services.

All recommended Agreements are effective July 1, 2005 through June 30, 2006 and may be terminated by either party upon giving a 30-day advance written notice. These contracts also allow the Director of Children and Family Services to make minor modifications to the Agreements. Agreements with the School Districts contain mutual hold-harmless clauses.

GDZ:bjb

Attachments

AGREEMENT

THIS AGREEMENT is made and entered into this 7 day of JUN, 2005 by and between the COUNTY OF FRESNO, a Political Subdivision of the State of California, hereinafter referred to as "COUNTY", and **CATHOLIC CHARITIES OF THE DIOCESE OF FRESNO CALIFORNIA**, a Non-Profit Organization, whose address is 149 N. Fulton, Fresno, CA 93701, hereinafter referred to as "CONTRACTOR".

WITNESSETH:

WHEREAS, pursuant to the provisions of 42 United States Code sections 629, *et seq.* ("Promoting Safe and Stable Families"), COUNTY, through its Department of Children and Family Services (DCFS), desires to participate in and fund a program of Neighborhood Resource Centers ("NRC"s) that provide neighborhood-based activities and services focused on strengthening families through the provision of activities that improve physical and mental health, keep homes and neighborhoods safe, support children's academic performance and help families become economically self-sufficient; and

WHEREAS, CONTRACTOR, is willing and able to provide said services needed by COUNTY, pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of their mutual covenants and conditions, the parties hereto agree as follows:

1. RESPONSIBILITIES OF CONTRACTOR

CONTRACTOR shall:

A. Provide through the Laton Neighborhood Resource Center neighborhood-based, family support and family preservation services as defined in Exhibit A, "Scope of Work for FY 2005-2006", in a manner consistent with the outcomes stated in Exhibit A, attached hereto and by this reference incorporated herein.

B. Facilitate and participate in an independent group of community service providers, local businesses, neighborhood residents, and other interested parties who meet annually, at a minimum, for the purpose of sustaining services to residents of the Laton area through the exchange of information including needs and services, community events and concerns, and funding

opportunities.

C. Utilize COUNTY provided Griot Evaluation System, Management Information System (MIS) to maintain current program and service activity data as directed by COUNTY in a timely manner in accordance with Paragraph 8 of this Agreement.

D. If requested by COUNTY, participate in Griot Evaluation System software training if requested by COUNTY and in the ongoing utilization of the Griot Evaluation System case management and program evaluation system to report and evaluate neighborhood-based family services.

E. Participate in the "Umbrella Collaborative", consisting of NRC Managers, community service providers, COUNTY's DCFS, and the Interagency Council for Children and Families.

F. If requested by COUNTY, participate in training, (including computer classes/training), staff development and other activities which support Promoting Safe and Stable Families program goals and objectives provided by COUNTY.

G. Participate in strategic planning efforts with COUNTY to identify and develop other funding sources to maintain neighborhood-based activities and services to families residing in the target area.

H. Provide written notification and explanation to COUNTY within five (5) days of CONTRACTOR's receipt of any funds from any other source to provide the services covered by this Agreement.

2. RESPONSIBILITIES OF COUNTY

COUNTY shall:

A. Participate in the "Umbrella Collaborative", consisting of NRC Managers, community service providers, COUNTY's DCFS, and the Interagency Council for Children and Families.

B. Refer eligible families with minor children for services provided by CONTRACTOR under this Agreement.

C. Administer the COUNTY's MIS and provide MIS hardware, software, training

1 and technical support to CONTRACTOR.

2 D. Work closely with CONTRACTOR in strategic planning efforts to identify and
3 develop other funding sources to maintain neighborhood-based activities and services to families
4 residing in the target area.

5 3. TERM

6 This Agreement shall become effective on the 1st day of July 2005 and shall terminate
7 on the 30th day of June, 2006.

8 4. TERMINATION

9 A. Non-Allocation of Funds - The terms of this Agreement, and the services to be
10 provided thereunder, are contingent on the approval of funds by the appropriating government agency.
11 Should sufficient funds not be allocated, the services provided may be modified, or this Agreement
12 terminated at any time by giving CONTRACTOR thirty (30) days advance written notice.

13 B. Breach of Contract - COUNTY may immediately suspend or terminate this
14 Agreement in whole or in part, where in the determination of COUNTY there is:

- 15 1) An illegal or improper use of funds;
- 16 2) A failure to comply with any term of this Agreement;
- 17 3) A substantially incorrect or incomplete report submitted to COUNTY;
- 18 4) Improperly performed service.

19 In no event shall any payment by COUNTY constitute a waiver by COUNTY of
20 any breach of this Agreement or any default which may then exist on the part of CONTRACTOR.
21 Neither shall such payment impair or prejudice any remedy available to COUNTY with respect to the
22 breach or default. COUNTY shall have the right to demand of CONTRACTOR the repayment to
23 COUNTY of any funds disbursed to CONTRACTOR under this Agreement, which in the judgment of
24 COUNTY were not expended in accordance with the terms of this Agreement. CONTRACTOR shall
25 promptly refund any such funds upon demand or, at COUNTY's option, such repayment shall be
26 deducted from future payments owing to CONTRACTOR under this Agreement.

27 In addition to immediate suspension or termination of this Agreement for a
28 breach as defined herein, COUNTY may impose any other remedies available to it by law, in equity or

1 as otherwise specified in this Agreement.

2 C. Without Cause - Under circumstances other than those set forth above, this
3 Agreement may be terminated by either CONTRACTOR or COUNTY's Human Services Director, or
4 designee upon the giving of thirty (30) days advance written notice of an intention to terminate.

5 **5. COMPENSATION**

6 COUNTY agrees to pay CONTRACTOR and CONTRACTOR agrees to receive
7 compensation based on expenditures incurred by CONTRACTOR in accordance with Exhibit D. In
8 no event shall services performed under this Agreement be in excess of One Hundred Forty One
9 Thousand Six Hundred Ninety-Six and No/100 Dollars (\$141,696.00) for the term of this Agreement.
10 It is also understood that any balance of funds remaining and not expended by the termination date of
11 this Agreement shall revert to COUNTY and such amounts shall be forever forfeited by
12 CONTRACTOR. It is further understood that all expenses incidental to CONTRACTOR's
13 performance of services under this Agreement shall be borne by CONTRACTOR.

14 Payments by COUNTY shall be in arrears, for allowable expenditures invoiced each
15 month in accordance with Paragraph 7, within forty-five (45) days after receipt and verification of
16 CONTRACTOR's invoices by COUNTY's DCFS, Administration. If CONTRACTOR should fail to
17 comply with any provision of this Agreement, COUNTY shall be relieved of its obligation for further
18 compensation.

19 **6. FUNDING SOURCE CHANGES**

20 CONTRACTOR agrees to accept any change in the funding source for this Agreement
21 as deemed necessary and appropriate by COUNTY.

22 **7. INVOICING**

23 CONTRACTOR shall invoice COUNTY for expenses incurred for the provision of
24 services identified in Exhibit A, CONTRACTOR shall invoice COUNTY by the tenth (10th) of each
25 month for the prior month's expenditures, emailed to: dcfsadministration@co.fresno.ca.us. The invoice
26 and monthly program service report shall be in a form and in such detail as acceptable to COUNTY's
27 Director of Children and Family Services or designee. Invoices will not be processed or paid by
28 COUNTY until the monthly service program data is available via the Griot MIS system as stated in

1 Section 8.

2 **8. REPORTS**

3 CONTRACTOR shall submit to COUNTY monthly program service reports via the
4 Griot Evaluation MIS by the tenth (10th) of each month for the prior month unless CONTRACTOR has
5 obtained prior approval to temporarily submit the report by first class mail, facsimile, or hand delivery.

6 CONTRACTOR shall also furnish to COUNTY any other statements, records, receipts,
7 and non-confidential data and information as COUNTY may request pertaining to the content of those
8 reports. In the event CONTRACTOR fails to provide such reports and requested information, it shall
9 be deemed sufficient cause for COUNTY to withhold reimbursement until there is compliance.

10 **9. MODIFICATION**

11 Any matters of this Agreement may be modified from time to time by the written
12 consent of all the parties without, in any way, affecting the remainder.

13 Where it is determined by COUNTY that there is a need to make any changes to the
14 project, fiscal procedures and systems, or terms and conditions of this Agreement (including changes
15 necessary to comply with changes in Federal, State or local laws or regulations), refusal by
16 CONTRACTOR to accept any such changes is grounds for termination of this Agreement.

17 Changes to line items in the budget and minor changes to the Scope of Work, attached
18 hereto, may be made with the written approval of COUNTY's DCFS Director, or designee. Said
19 budget line item changes shall not result in any change to the maximum compensation amount payable
20 to CONTRACTOR, as stated herein.

21 **10. INDEPENDENT CONTRACTOR**

22 In performance of the work, duties, and obligations assumed by CONTRACTOR under
23 this Agreement, it is mutually understood and agreed that CONTRACTOR, including any and all of
24 CONTRACTOR's officers, agents, and employees will at all times be acting and performing as an
25 independent contractor, and shall act in an independent capacity and not as an officer, agent, servant,
26 employee, joint venturer, partner, or associate of COUNTY. Furthermore, COUNTY shall have no
27 right to control or supervise or direct the manner or method by which CONTRACTOR shall perform
28 its work and function. However, COUNTY shall retain the right to administer this Agreement so as to

1 verify that CONTRACTOR is performing its obligations in accordance with the terms and conditions
2 thereof. CONTRACTOR and COUNTY shall comply with all applicable provisions of law and the
3 rules and regulations, if any, of governmental authorities having jurisdiction over matters which are
4 directly or indirectly the subject of this Agreement.

5 Because of its status as an independent contractor, CONTRACTOR shall have
6 absolutely no right to employment rights and benefits available to COUNTY employees.
7 CONTRACTOR shall be solely liable and responsible for providing to, or on behalf of, its employees
8 all legally-required employee benefits. In addition, CONTRACTOR shall be solely responsible and
9 save COUNTY harmless from all matters relating to payment of CONTRACTOR's employees,
10 including compliance with Social Security, withholding, and all other regulations governing such
11 matters. It is acknowledged that during the term of this Agreement, CONTRACTOR may be
12 providing services to others unrelated to COUNTY or to this Agreement.

13 **11. NON-ASSIGNMENT**

14 Neither party shall assign or transfer this Agreement nor their rights or duties under this
15 Agreement without the prior written consent of the other party.

16 **12. HOLD HARMLESS**

17 CONTRACTOR agrees to indemnify, save, hold harmless, and at COUNTY's request,
18 defend COUNTY, its officers, agents and employees from any and all costs and expenses, including
19 attorney fees and court costs, damages, liabilities, claims and losses occurring or resulting to
20 COUNTY in connection with the performance, or failure to perform, by CONTRACTOR, its officers,
21 agents or employees under this Agreement, and from any and all costs and expenses, including
22 attorney fees and court costs, damages, liabilities, claims and losses occurring or resulting to any
23 person, firm or corporation who may be injured or damaged by the performance, or failure to perform,
24 of CONTRACTOR, its officers, agents or employees under this Agreement. In addition,
25 CONTRACTOR agrees to indemnify COUNTY for Federal, State of California and/or local audit
26 exceptions resulting from non-compliance herein on the part of CONTRACTOR.

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28 **13. INSURANCE**

Without limiting the COUNTY's right to obtain indemnification from CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full force and effect the following insurance policies throughout the term of this Agreement:

A. Commercial General Liability

Commercial General Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and an annual aggregate of Two Million Dollars (\$2,000,000). This policy shall be issued on a per occurrence basis. COUNTY may require specific coverage including Completed Operations, Product Liability, Contractual Liability, (XCU), Fire Legal Liability or any other liability insurance deemed necessary because of the nature of this Agreement.

B. Automobile Liability

Comprehensive Automobile Liability Insurance with limits for bodily injury of not less than Two Hundred Fifty Thousand Dollars (\$250,000) per person, Five Hundred Thousand Dollars (\$500,000) per accident and for property damages of not less than Fifty Thousand Dollars (\$50,000), or such coverage with a combined single limit of Five Hundred Thousand Dollars (\$500,000). Coverage should include owned and non-owned vehicles used in connection with this Agreement.

C. Professional Liability

If CONTRACTOR employs licensed professional staff (e.g. Ph D., R.N., L.C.S.W., M.F.C.C.) in providing services, Professional Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence, Three Million Dollars (\$3,000,000) annual aggregate.

D. Worker's Compensation

A policy of worker's compensation insurance as may be required by the California Labor Code.

E. Equipment Insurance

A policy or policies with maximum coverage(s) of Five Thousand Dollars (\$5,000) to replace any equipment provided by COUNTY to CONTRACTOR for CONTRACTOR's use in fulfilling its obligations under this Agreement. Said policy or policies shall provide coverage(s) against loss of any such equipment resulting from casualty such as fire, theft or any other disappearance, and damage that renders such equipment inoperable and irreparable regardless of cause.

CONTRACTOR shall obtain endorsements to the Commercial General Liability

1 insurance naming the County of Fresno, its officers, agents, and employees, individually and
2 collectively, as additional insured, but only insofar as the operations under this Agreement are
3 concerned. Such coverage for additional insured shall apply as primary insurance and any other
4 insurance, or self-insurance, maintained by the COUNTY, its officers, agents and employees shall be
5 excess only and not contributing with insurance provided under the CONTRACTOR's policies herein.
6 This insurance shall not be cancelled or changed without a minimum of thirty (30) days advance
7 written notice given to COUNTY.

8 Within thirty (30) days from the date CONTRACTOR signs this Agreement,
9 CONTRACTOR shall provide certificates of insurance and endorsements as stated above for all the
10 foregoing policies, as required herein, to the County of Fresno, 2011 Fresno Street, Suite 301, Fresno,
11 California, 93721, Attention: Contracts Section, stating that such insurance coverage's have been
12 obtained and are in full force; that the County of Fresno, its officers, agents and employees will not be
13 responsible for any premiums on the policies; that such Commercial General Liability insurance
14 names the County of Fresno, its officers, agents and employees, individually and collectively, as
15 additional insured, but only insofar as the operations under this Agreement are concerned; that such
16 coverage for additional insured shall apply as primary insurance and any other insurance, or self-
17 insurance, maintained by the COUNTY, its officers, agents and employees, shall be excess only and
18 not contributing with insurance provided under CONTRACTOR's policies herein; and that this
19 insurance shall not be cancelled or changed without a minimum of thirty (30) days advance, written
20 notice given to COUNTY.

21 In the event CONTRACTOR fails to keep in effect at all times insurance coverage as
22 herein provided, the COUNTY may, in addition to other remedies it may have, suspend or terminate
23 this Agreement upon the occurrence of such event.

24 All policies shall be with admitted insurers licensed to do business in the State of
25 California. Insurance purchased shall be from companies possessing a current A.M. Best, Inc. rating
26 of B+ FSC VIII or better.

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28 **14. SUBCONTRACTS**

1 CONTRACTOR shall be required to assume full responsibility for all services and
2 activities covered by this Agreement, whether or not CONTRACTOR is providing them directly.
3 Further, COUNTY will consider CONTRACTOR to be the sole point of contact with regard to
4 contractual matters, including payment of any and all charges resulting from this Agreement.

5 If CONTRACTOR should propose to subcontract with one or more third parties to carry
6 out a portion of those services covered by this Agreement, any such subcontract shall be in writing and
7 approved as to form and content by COUNTY Director, DCFS, or designee, prior to execution and
8 implementation. COUNTY Director, DCFS, or designee, shall have the right to reject any such
9 proposed subcontract. Any such subcontract, together with all other activities by or caused by
10 CONTRACTOR, shall not result in payment in excess of the maximum compensation as stated in this
11 Agreement. An executed copy of any such subcontract shall be received by COUNTY within five (5)
12 days of its effective date.

13 CONTRACTOR shall be fully and solely liable and responsible to COUNTY for all
14 aspects of the performance, including ensuring the appropriate and lawful expenditure of funds
15 provided through this Agreement, of any transferee, assignee, or subcontractor it engages to provide
16 services covered by this Agreement. Any transferee, assignee, or subcontractor shall be subject to all
17 of the same terms and conditions that CONTRACTOR is subject to under this Agreement.

18 **15. SINGLE AUDIT AND FEDERAL COMMON RULE AUDIT REQUIREMENTS**

19 Unless otherwise exempted by federal law or regulation, CONTRACTOR as a sub-
20 recipient of Federal financial assistance, agrees to secure or cause to be conducted an annual audit in
21 accordance with the Single Audit Standards as set forth in the Federal Office of Management and
22 Budget Circulars A-133, A-122 and A-128. Said audit shall be delivered to COUNTY for review not
23 later than nine (9) months after the end of any fiscal year during which funds covered by this
24 Agreement were received by CONTRACTOR. Said audit shall include a statement of findings or lack
25 thereof. If the audit contains negative findings, CONTRACTOR agrees to complete needed corrective
26 action of any material non-compliance or weakness so revealed and provide documentation to
27 COUNTY of the corrective action(s) taken within three (3) months of notification of needed corrective
28 action.

1 16. CONFLICT OF INTEREST

2 No officer, employee, or agent of COUNTY who exercises any function or
3 responsibility for planning and/or performance of the services provided under this Agreement shall
4 have any direct or indirect personal financial interest in this Agreement. CONTRACTOR shall
5 comply with all Federal, State, and local conflict of interest laws, statutes, and regulations, which shall
6 be applicable to all parties and beneficiaries under this Agreement and any officer, employee, or agent
7 of COUNTY.

8 17. NON-DISCRIMINATION

9 During the performance of this Agreement CONTRACTOR shall not unlawfully
10 discriminate against any employee or applicant for employment, or recipient of services, because of
11 race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age
12 or sex, pursuant to all applicable State and Federal statutes and regulations.

13 A. Eligibility for Services

14 CONTRACTOR shall prepare and make available to COUNTY and to the public
15 all eligibility requirements to participate in the program plan as set forth in Paragraph 1 of this
16 Agreement. No person shall, on the grounds of race, color, national origin, sex, religion, age, or
17 handicapped status, be excluded from participation in, be denied the benefit of, or be subjected to
18 discrimination with respect to, the services funded under this Agreement. Services funded under this
19 Agreement shall only be provided to families with minor children who reside in the Laton area.

20 B. Employment Opportunity

21 CONTRACTOR shall comply with COUNTY policy, and the Equal
22 Employment Opportunity Commission guidelines, which forbid discrimination in employment
23 practices against any person on the grounds of race, color, national origin, sex, religion, age or
24 handicapped status. Such practices include retirement, recruitment advertising, hiring, layoff,
25 termination, upgrading, demotion, transfer, rates of pay or other forms of compensation, use of
26 facilities, and other terms and conditions of employment.

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28 C. Suspension of Compensation

1 If an allegation of discrimination occurs, COUNTY may withhold all further
2 funds, until CONTRACTOR can show by clear and convincing evidence to the satisfaction of
3 COUNTY that funds provided under this Agreement were not used in connection with the alleged
4 discrimination.

5 D. Nepotism

6 Except by written consent of COUNTY, no person shall be employed by
7 CONTRACTOR who is related by blood or marriage to, or who is a member of the Board of Directors
8 or an officer of CONTRACTOR.

9 18. RECRUITMENT OF EMPLOYEES AND SERVICE TO CLIENTS

10 CONTRACTOR shall ensure that its employment recruitment efforts, including
11 administrative and professional staff positions, are carried out so as to adequately reflect the cultural
12 and ethnic diversity of the population of Fresno County. CONTRACTOR shall use its best efforts to
13 serve all cultural and ethnic groups residing in Fresno County. CONTRACTOR shall use its best
14 efforts to recruit and hire residents of the Laton area for the delivery of said neighborhood-based
15 services and/or to ensure that staff who provide said services are knowledgeable about the
16 characteristics and needs of the residents of the Laton area, and reflect the ethnic and cultural profile
17 of the residents of the Laton area. CONTRACTOR's employment efforts will be monitored by
18 COUNTY at periodic intervals.

19 19. CONFIDENTIALITY

20 All services performed by CONTRACTOR under this Agreement shall be in strict
21 conformance with all applicable Federal, State of California and/or local laws and regulations relating
22 to confidentiality including, but not limited to, Welfare and Institutions Code, section 10850.

23 20. CHILD ABUSE REPORTING

24 CONTRACTOR shall utilize a procedure acceptable to COUNTY to ensure that all of
25 CONTRACTOR's employees, volunteers, consultants, subcontractors or agents performing services
26 under this Agreement shall report all known or suspected child abuse or neglect to one or more of the
27 agencies set forth in Penal Code 11165.9. This procedure shall include having all of
28 CONTRACTOR's employees, volunteers, consultants, subcontractors or agents performing services

1 under this Agreement sign a statement that he or she knows of and will comply with the reporting
2 requirements set forth in Penal Code section 11166. The statement to be utilized by CONTRACTOR
3 set forth in Exhibit C, "Notices of Child Abuse Reporting Law", attached hereto and by this reference
4 incorporated herein.

5 **21. EQUIPMENT AND PROPERTY OF COUNTY**

6 COUNTY agrees to provide, or fund the purchase of, computer hardware and software,
7 training and technical support to CONTRACTOR that, in COUNTY's sole judgment, is necessary and
8 sufficient to enable CONTRACTOR to utilize said MIS. Any use of funds provided under this
9 Agreement, as specified in Exhibit B, attached hereto, for the purchase of computer hardware and
10 software must be approved by COUNTY prior to purchase and must meet COUNTY specifications.
11 CONTRACTOR shall notify COUNTY upon receipt of any computer hardware and software
12 purchased by this Agreement and shall make said equipment accessible for COUNTY inventory
13 process upon COUNTY's request. Any hardware and software so provided shall remain the property
14 of COUNTY and shall revert to COUNTY's physical possession upon termination or expiration of
15 this Agreement. CONTRACTOR agrees to take reasonable and prudent steps to ensure the security of
16 any and all said MIS computer hardware and software provided to it by COUNTY under this
17 Agreement, to maintain replacement-value insurance coverage on said hardware and software, and to
18 replace or cause to be replaced said hardware and software in the event of its loss and/or its being
19 rendered inoperable and irreparable, with hardware and software of like kind and quality approved by
20 COUNTY.

21 All purchases over Five Hundred Dollars (\$500), and certain purchases under Five
22 Hundred Dollars (\$500) such as cameras, televisions, VCRs/DVDs and other sensitive items, made
23 during the life of this Agreement that will out live the life of this Agreement, shall be identified as
24 fixed assets with an assigned Fresno County DCFS Accounting Inventory Number. These fixed assets
25 shall be retained by COUNTY, as COUNTY property, in the event this Agreement is terminated or
26 upon expiration of this Agreement. CONTRACTOR agrees to participate in an annual inventory of all
27 COUNTY fixed assets and shall be physically present when fixed assets are returned to COUNTY
28 possession at the termination or expiration of this Agreement. CONTRACTOR is responsible for

1 returning to COUNTY all COUNTY owned fixed assets if unable to produce the fixed assets at the
2 expiration or termination of this Agreement.

3 **22. CERTIFICATION REGARDING DEBARMENT, SUSPENSION,**
4 **INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED**
5 **TRANSACTIONS**

6 COUNTY and CONTRACTOR acknowledge that federal financial assistance may be
7 utilized under the terms of this Agreement. For the purposes of making the certifications contained in
8 this paragraph pursuant to 29 Code of Federal Regulations (CFR), Part 98, section 98.510
9 "Participant's Responsibilities" only, CONTRACTOR shall be referred to as "prospective recipient".

10 The prospective recipient of federal assistance funds certifies by entering into this
11 Agreement that:

12 A. Neither it nor its principals are presently debarred, suspended, proposed for
13 debarment, declared ineligible or voluntarily excluded from participation in this transaction by any
14 Federal department or agency;

15 B. It shall not knowingly enter into any lower tier covered transaction with any
16 person who is debarred, suspended, ineligible or voluntarily excluded from participation in this
17 covered transaction, unless authorized by the Federal department or agency with which this
18 transaction originated;

19 C. If it is unable to certify to statements contained in Paragraphs 22.A and 22.B
20 above, it shall provide a written explanation as to the reasons it is unable to so certify and that said
21 explanation shall become part of this Agreement;

22 D. It will immediately notify COUNTY in writing if at any time during the term of
23 this Agreement it finds that its certification made pursuant to Paragraph 22 of this Agreement was
24 erroneous or became erroneous due to changes in circumstances;

25 E. It will include a clause identical in language to that of Paragraph 22 of this
26 Agreement in all subcontracts into which it enters for services covered by this Agreement; and

27 F. It acknowledges COUNTY has relied upon the certification CONTRACTOR has
28 provided pursuant to Paragraph 22 of this Agreement as a material representation of fact and as such,

1 as a basis for entering into this transaction.

2 **23. DRUG-FREE WORKPLACE**

3 By signing this Agreement, CONTRACTOR certifies that it will continue to operate a
4 drug-free workplace pursuant to California Government Code section 8355 *et seq.*

5 **24. LOBBYING DISCLOSURE AND PROHIBITION**

6 By signing this Agreement, CONTRACTOR certifies it is in full compliance with the
7 lobbying disclosure and prohibition provisions of 31 United States Code (USC) section 1352.

8 **25. LIMITED ENGLISH PROFICIENCY**

9 CONTRACTOR shall provide interpreting and translation services to persons
10 participating in CONTRACTOR's services who have limited or no English language proficiency,
11 including services to persons who are deaf or blind. Interpreter and translation services shall be
12 provided as necessary to allow such participants meaningful access to the programs, services and
13 benefits provided by CONTRACTOR. Interpreter and translation services, including translation of
14 CONTRACTOR's "vital" documents (those documents that contain information that is critical for
15 accessing CONTRACTOR's services or are required by law) shall be provided to participants at no
16 cost to the participant. CONTRACTOR shall ensure that any employees, agents, subcontractors, or
17 partners who interpret or translate for a program participant, or who directly communicate with a
18 program participant in a language other than English, demonstrate proficiency in the participant's
19 language and can effectively communicate any specialized terms and concepts peculiar to
20 CONTRACTOR's services

21 **26. AUDITS AND INSPECTIONS**

22 CONTRACTOR shall at any time during business hours, and as often as COUNTY may
23 deem necessary, make available for examination by COUNTY, the State of California, the
24 Comptroller General of the United States, the United States Department of Health and Human
25 Services or any of their designated representatives, all of its records and data with respect to the
26 matters covered by this Agreement. CONTRACTOR shall, upon request by COUNTY, permit any of
27 the entities mentioned in this paragraph to audit and inspect all such records and data necessary to
28 ensure CONTRACTOR's compliance with the terms of this Agreement.

1 CONTRACTOR shall retain and make available to any entity mentioned in this
2 paragraph all such records for a period of three (3) years after final payment under contract (California
3 Government Code section 8546.7).

4 **27. NOTICES**

5 The persons having authority to give and receive notices under this Agreement and their
6 addresses include the following:

7 COUNTY

CONTRACTOR

8 Director, Fresno County
9 Department of Children and
10 Family Services
11 2011 Fresno Street, Suite 301
Fresno, CA 93721

President
Catholic Charities of the Diocese
of Fresno California
149 N. Fulton
Fresno, CA 93701

12 Any and all notices between COUNTY and CONTRACTOR provided for or permitted
13 under this Agreement, or by law, shall be in writing and shall be deemed duly served when personally
14 delivered to one of the parties, or in lieu of such personal service, when deposited in the United States
15 Mail, postage prepaid, addressed to such party.

16 **28. GOVERNING LAW**

17 The parties agree, that for the purposes of venue, performance under this Agreement is
18 to be in Fresno County, California.

19 The rights and obligations of the parties and all interpretation and performance of this
20 Agreement shall be governed in all respects by the laws of the State of California.

21 **29. ENTIRE AGREEMENT**

22 This Agreement, including all exhibits, constitutes the entire agreement between
23 CONTRACTOR and COUNTY with respect to the subject matter hereof and supersedes all previous
24 agreement negotiations, proposals, commitments, writings, advertisements, publications, and
25 understandings of any nature whatsoever unless expressly included in this Agreement.

26 ///

27 ///

28 ///

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

3 ATTEST:

4 **CONTRACTOR:**
5 **CATHOLIC CHARITIES OF DIOCESE**
6 **OF FRESNO CALIFORNIA**

COUNTY OF FRESNO

7 By Mary K Buckley Hackett
8 Print Name: Mary K Buckley Hackett

By Judith S. Can
Chair, Board of Supervisors

9 Title: Chair of the Board
10 Chairman of the Board, or
11 President, or any Vice President

Date: 6-7-05

12 Date: MAY 3, 2005

BERNICE E. SEIDEL, Clerk
Board of Supervisors

13 By Ilديو Kathy Fortier

14 Print Name: ILDIKO KATHY FORTIER By M. Seidel, Deputy

15 Title: SECRETARY
16 Secretary (of Corporation), or
17 any Assistant Secretary, or
18 Chief Financial Officer, or
19 any Assistant Treasurer

Date: 6-7-05

20 Date: MAY 3, 2005

21 PLEASE SEE ADDITIONAL
22 SIGNATURE PAGE ATTACHED

23 Tax I.D. No.: 94-1678938

24 Mailing Address:

149 N. Fulton

Fresno, CA 93701

25 Phone No.: (559) 498-6379

26 Contact: Executive Director

1 APPROVED AS TO LEGAL FORM:
2 DENNIS A. MARSHALL, COUNTY COUNSEL

3
4 By



Date:

5/13/05

5 APPROVED AS TO ACCOUNTING FORM:
6 VICKI CROW, C.P.A., AUDITOR-CONTROLLER/
7 TREASURER-TAX COLLECTOR

8
9 By



Date:

5/26/05

10 REVIEWED AND RECOMMENDED FOR
11 APPROVAL:

12
13 By


14 Gary D. Zomalt, Director
15 Children and Family Services

Date:

5/19/05

16
17
18
19
20 Fund/Subclass: 0001/10000
21 Organization: 56407640
22 Account/Program: 7295/0

23
24
25
26 GDZ:bb

27 G:\CFSAdm\DCFS Contracts Online\Catholic Charities of the Diocese of Fresno California - Laton FY05-06 (PSSF).doc
28

SCOPE OF WORK FOR FY 2005-2006
Neighborhood Resource Center
 Promoting Safe and Stable Families (PSSF) Services

Catholic Charities Diocese of Fresno

Lead/Fiscal Agent Name:

Neighborhood Activity Center, 6320 E. DeWoody Street, P.O. Box 300, Laton, Calif. 93242

Neighborhood Resource Center:

I. List the following information for each position dedicated to NRC services:

1. Position title;
2. Percentage (%) of time each position is dedicated to provide NRC services;
3. Amount of hours per week each position is dedicated to provide NRC services;
4. Services/activities each position will provide; and,
5. Funding source, including PSSF and others. For example, PSSF, Even Start, First 5 of Fresno County, Century 21, Title I, etc.

Position Title	% of time dedicated to PSSF program	# of Hours per week	# of months per year	Services/Activities	Funding Source
Executive Director	10%	4	12	Support Program Manager in carrying out the operations of the Neighborhood Activity Center to insure NAC activities are in line with the mission of Catholic Charities. Evaluation of Program Manager and approves all contracts and MOU's.	Catholic Charities

Program Manager	100%	40	12	<p>Manage daily activities of Neighborhood Activity Center; Manage budget and facilitate delivery of services; oversee Case management; supervise staff and direct duties. Coordinate and oversee delivery of services to families in the project. Program Manager will network with agencies and coordinate ongoing projects for the community.</p> <p>Responsible for training case manager-outreach workers, provide services to families (assessments) for referral to appropriate agencies; monthly reports to Fresno Co. and Catholic Charities. Evaluation of Program staff.</p>	PSSF
Bilingual Outreach Worker	100%	40	12	<p>Responsible to Program Manager; deliver services through case management and refer to appropriate agencies with the assistance of the Program Manager. Conduct home visits for follow-up purposes to determine family needs; assist in program community activities; keep daily log for client records and key in contacts on Griot Program for self and assist with others when necessary; provide transportation for clients when appropriate. Will Process applications for Healthy Families Insurance.</p>	PSSF

II. Core Services and Outcome(s)

List the core services your NRC will provide during July 1, 2005, through June 30, 2006 and outcomes desired. Outcomes include improved health; improved safety; improved economic self-sufficiency; and improved academic performance. Outcomes may also include others as defined by the NRC.

SERVICES/ACTIVITIES	OUTCOME(S)
Assessments and Counseling – Assessments on new families and individuals to determine needs; life problems counseling;	Improved health; improved safety; improved environment; improved self sufficiency.
Therapy and Intervention, Presentations by Licensed Clinical Social Worker, for Children and Families – Maximum 10 hours per week.	Improved health; improved school attendance/academic performance; improved safety.
Presentations (quarterly) at the Neighborhood Activity Center which will include various topics such as parenting, nutrition, health education.	Improved health; improved school attendance, improved safety, improved economic; improved environment.
Support Groups/Leadership Training - (quarterly) held at the Neighborhood Activity Center provided to adults and teens.	Self-sufficiency; improved health, improved safety, improved knowledge of services available; improved academic performance.
Health Fairs/Community and Recreational Activities – Easter Egg Hunt (Children are provided with prevention information as well as art activities; Day of the Child Health Fair (Child Abuse Awareness/Education); Summer Movie Matinees & Water Play Day – (Provide prevention, safety information and alternative activities); BOND (Building Our Neighborhoods Drug-free) health fair/festival to be held in October as the “Red Ribbon” event; Halloween event at the NAC in which children are given safety information; Candle Light Vigil (DDD prevention community event) held in the month of December which honors individuals who have lost their lives to Drugged and Drunk Drivers); Christmas “Toys for Tots” (Provide toys for approximately 400 children as well as prevention and other safety information for parents and community). Angel Tree (provides toys for approximately 50 needy children at Christmas).	Improved safety, improved health, improved environment.
Health Clinics – Well Child Clinic held monthly at the Neighborhood Activity Center (provide CHDP physicals, sports physicals, and immunizations for infants and children; Women’s Wellness clinics (mobile unit) provides breast examinations, pap smears, and referrals for mammograms – number of clinics dependent on number of clients needing service; Senior clinics – provides health screenings, nutrition counseling, blood pressure, cholesterol, and iron levels (held quarterly at the NAC; The NAC brings in Healthy Smiles Mobile Dental Unit annually and clinics provide full dental services to children 0 – 18 years of age. Follow-up clinics held to complete dental care.	Improved health, improved school attendance, improved self sufficiency.

Emergency Food Baskets , clothing, toiletries and household items are donated to families in need. Mervyn's School Clothes Shopping Spree held in August - (new school clothes provided to 30 children) through fund raisers and Mervyn's partnership; Angel Tree (warm clothing provided for approximately 50 children at Christmas).	Improved health, improved school attendance, improved self sufficiency, improved environment.
Healthy Families/MediCal Insurance (applications for families)	Improved health, improved school attendance, academic performance, economic, self sufficiency.
Transportation – to WIC and shopping for nutritional items, to emergency shelters and to emergency medical appointments; gas vouchers, bus tickets are also provided.	Improved health, improved school attendance and academic performance.
Interpretation/Translation – services provided for parents and community.	Improved self sufficiency
Child Abuse Prevention – Provide information and community education to families and community at the "Day of the Child" Health Fair/Community Event to be held in the month of April.	Improved safety, Improved health, improved environment.
Linking to Service – Provide information re services provided by NAC and other agencies; referral services to appropriate agencies such as medical providers, domestic violence and emergency shelters, substance abuse live-in programs, housing, employment job search agencies etc.	Improved health, improved environment;
Monitoring and Evaluation of Case Progress – for case-managed clients.	Improved self sufficiency, improved environment, improved health.

III. Agency Days and Hours of Operation

Days of Week	From	To
Monday	8:30 a.m.	4:30 p.m.
Tuesday	8:30 a.m.	4:30 p.m.
Wednesday	8:30 a.m.	4:30 p.m.
Thursday	8:30 a.m.	4:30 p.m.
Friday	8:30 a.m.	12:00 noon

Number of service days during July 1, 2005 through June 30, 2006.

July	20	November	19	March	23
August	23	December	19	April	19
September	21	January	20	May	22
October	21	February	19	June	22
Total	85	Total	77	Total	86

Please list NRC closure periods including purpose (i.e., vacation, scheduled school maintenance, etc.) and duration (list dates).
 Closed: Nov. 23 (vacation) Nov. 24 & 25 Holidays; Dec. 23 (one-half day vacation, one-half day holiday); Dec. 26 (holiday);
 Dec. 27 (vacation); Jan. 2 (holiday); Closed Good Friday (one-half day vacation; one-half day holiday) **Note: 5 days will be
 scheduled for staff development. County will be notified when dates are scheduled. Office closure days will be posted for
 community at the Center.

IV. Anticipated number of participants accessing services during July 1, 2005, through June 30, 2006.

Case Managed 90 Unduplicated Family Count; 183 Unduplicated Participant Count; 1240
 total case managed **contact** count.

Estimated 8,427 people through 1,570 contacts.

Non-Case Managed

July 1, 2005 - June 30, 2006		
NAME OF ORGANIZATION:		
NAME OF PROJECT:		
Account Number	Expense Category Descriptions	Account Total
0101-0204	Program Manager \$37,156.96, Outreach Worker \$11.96 per hour/40 hr. wk.	\$82,664
0250	Insurance (Accounts 0251 through 0253)	\$1,222
0300	Communications (Accounts 0301 through 0302)	\$1,739
0350	Office Expense (Accounts 0351 through 0355)	\$2,183
0400	Equipment (Accounts 0401 through 0403)	
0450	Facilities (Accounts 0451 through 0453)	\$9,100
0500	Travel Costs (Accounts 0501 through 0504)	\$2,960
0550	Program Supplies (Accounts 0551 through 0553)	\$2,500
0600	Consultancy (Accounts 0601 through 0602)	\$28,828
0650	Fiscal & Audits (Accounts 0651 through 0652)	\$1,500
0700	Other Costs (Accounts 0701 through 0749)	\$9,000
List in kind total contribution and source. See In-Kind List worksheet.		\$40,834
Budget Total		\$182,530

**Promoting Safe and Stable Families Services
Program Budget Expenses
FY 2005-06 (July 1, 2005 - June 30, 2006)**

NAME OF ORGANIZATION : Catholic Charities of the Diocese of Fresno

NAME OF PROJECT: Laton NRC

Account		Funding Organization: PSSF 56407640
Number	Account Categories	Account Total
0101	Salaries	\$62,034
0151	Payroll Taxes - FICA	\$4,746
0152	Payroll Taxes - SUI	\$1,793
0153	Payroll Taxes - SDI	\$615
0154	Payroll Taxes - Other (Specify)	
0201	Benefits - Health Insurance	\$13,476
0202	Benefits - Life Insurance	
0203	Benefits - Retirement	
0204	Benefits - Other (specify)	
0251	Insurance - Workers Compensation	\$1,222
0252	Insurance - Liability Compensation	
0253	Insurance - Other (Specify)	
0301	Communications - Tele-Communications/Data Lines	\$1,739
0302	Communications - Answering Service	
0351	Office Expense - Office Supplies	\$1,333
0352	Office Expense - Postage	\$500
0353	Office Expense - Printing/Reproduction	\$350
0354	Office Expense - Publications	
0355	Office Expense - Legal Notices/Advertising	
0401	Equipment - Purchase of Equipment	
0402	Equipment - Rent/Lease	
0403	Equipment - Maintenance	
0451	Facilities - Rent/Lease Building	\$6,000
0452	Facilities - Facilities Maintenance	\$800
0453	Facilities - Utilities	\$2,300
0501	Travel Costs - Staff Mileage	\$1,000
0502	Travel Costs - Staff Travel (Out-of-County)	
0503	Travel Costs - Staff Training/Registration	\$1,600
0504	Travel Costs - Transportation/Consumers	\$360
0551	Program Supplies - Food	
0552	Program Supplies - Educational	\$500
0553	Program Supplies - Other	\$2,000
0601	Consultancy - Consultant Services	\$28,828
0602	Consultancy - Contracted Services	
0651	Fiscal & Audits - Accounting/Bookkeeping	
0652	Fiscal & Audits - External Audit	\$1,500
0701	Other Costs - Indirect Costs	\$9,000
0749	Other Costs -Specify these costs on page 2.	
Total Proposed Budget		\$141,696

In-Kind List

Source	Amount
Professional Services	\$ 27,000.00
Newman Center SOS	\$ 2,500.00
Lion's Club	\$ 2,000.00
Catholic Charities	<u>\$ 9,334.00</u>
Total	<u><u>\$ 40,834.00</u></u>

NOTICE OF CHILD ABUSE REPORTING LAW

The undersigned hereby acknowledges that Penal Code section 11166 and the contractual obligations between County of Fresno (COUNTY) and CENTRAL VALLEY REGIONAL CENTER (CVRC), require that the undersigned report all known or suspected child abuse or neglect to one or more of the agencies set forth in Penal Code (P.C.) section (§) 11165.9.

For purposes of the undersigned's child abuse reporting requirements, "child abuse or neglect" includes physical injury inflicted by other than accidental means upon a child by another person, sexual abuse as defined in P.C. §11165.1, neglect as defined in P.C. §11165.2, willful cruelty or unjustifiable punishment as defined in P.C. §11165.3, and unlawful corporal punishment or injury as defined in P.C. §11165.4.

A child abuse report shall be made whenever the undersigned, in his or her professional capacity or within the scope of his or her employment, has knowledge of or observes a child whom the undersigned knows or reasonably suspects has been the victim of child abuse or neglect. (P.C. §11166.) The child abuse report shall be made to any police department or sheriff's department (not including a school district police or security department), or to any county welfare department, including Fresno County Department of Children and Family Services' 24 Hour CARELINE. (See PC §11165.9.)

For purposes of child abuse reporting, a "reasonable suspicion" means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing, when appropriate, on his or her training and experience, to suspect child abuse or neglect. The pregnancy of a child does not, in and of itself, constitute a basis for reasonable suspicion of sexual abuse. (P.C. §11166(a)(1).)

Substantial penalties may be imposed for failure to comply with these child abuse reporting requirements.

Further information and a copy of the law may be obtained from the County of Fresno Department head or designee.

I have read and understand the above statement and agree to comply with the child abuse reporting requirements.

SIGNATURE

DATE