### Record of Proceedings

**Agenda Transmittal &
Record of Proceedings**

**Meeting Date:** May 7, 2019

**Type of Agenda Item:**
- ☒ Regular
- ☐ Timed
- ☐ Consent

**Department:** Behavioral Health

**Approving Party:** Lea Salas, Administrative Director

**Phone Number:** (530) 993-6746

#### Agenda Item:
Approval to pay 2017/18 invoices in the amount of $39,880.70

**Supportive Documents Attached:**
- ☒ Memo
- ☐ Resolution
- ☐ Agreement
- ☒ Other

**Background Information:**
Please see attached Memo

**Funding Source:** 0515670

**General Fund Impact:** No General Fund Impact

**Other Fund:** 5671

**Amount:** $39,880.70 N/A

**Are Additional Personnel Required?**
- ☐ Yes, -- --
- ☒ No

**Is This Item Allocated in the Budget?**
- ☒ Yes
- ☐ No

**Is a Budget Transfer Required?**
- ☐ Yes
- ☒ No

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**Board Action:**

- ☐ Approved
- ☐ Approved as amended
- ☐ Adopted
- ☐ Adopted as amended
- ☐ Denied
- ☐ Other
- ☐ No Action Taken

- ☐ Set public hearing
  - For: ______________________
- ☐ Direction to: ______________
- ☐ Referred to: ______________
- ☐ Continued to: ______________
- ☐ Authorization given to: ______________

Resolution 2019- _____________
Agreement 2019- ______________
Ordinance ______________

**Vote:**
- Ayes: ______________________
- Noes: ______________________
- Abstain: ____________________
- Absent: ____________________
- ☐ By Consensus

**Comments:**

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**Clerk to the Board:** ___________________________  **Date:** ___________________________
Memorandum

To: Sierra County Board of Supervisors
From: Lea Salas, Administrative Director
Reference: Agenda Item
Date of memo: April 30, 2019
Date of Board Meeting: May 7, 2019

Requested Action: Approval to pay 2017/18 invoices in the amount of $39,880.70

Funding

<table>
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<tr>
<th>Budgeted?</th>
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<th>Expenses $39,880.70</th>
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Background Information: Therapeutic Behavioral Services (TBS) is a supplemental specialty mental health service covered under the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) benefit through Medi-Cal. TBS is an intensive, individualized, one-to-one behavioral mental health service available to children/youth with serious emotional challenges. Services are made available for those children placed in a treatment group home setting such as Charis Youth Center.

Sierra County Fiscal Department received notice that we had five unpaid invoices from October 2017-July 2018 for TBS services in early March. Unfortunately, these invoices were not included with the mental health treatment services as they are considered separate and invoiced separately. The County did not receive these invoices until March 25, 2019 upon our request. After much discussion with Charis as to the timeliness of these invoices it was noted that a change in management at Charis may have been the cause for us not receiving these. The County shows no record of receipt of these invoices only that of regular mental health treatment. The October through June 2018 invoices are out of contract and will need to be approved by the Board of Supervisors to pay, the July 2018 has been paid out of the current contract.

Behavioral Health does have the funds to cover these expenditures as the 2018-19 contract with Charis has over $69K remaining which will not be used. We also have notified our Mental Health Services Act analyst to insure that these services from the previous year may be claimed, which they can. It is the recommendation of the department to pay these invoices in good faith for services provided.

Potential Issues to consider: None

Alternatives or Impacts of disapproval:
Charis Youth Center UnPaid TBS/ Mental Health Services invoices 2017/2018

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Total 17/18 owed $39,880.70

Contract Details:

| Total 17/18 Charis Youth Center Contract: | $40,000.00 |
| Already Paid Services 17/18 FSP | $29,393.96 |
| Remaining Balance: | $10,606.04 |

| Total 18/19 Charis Youth Center Contract: | $80,500.00 |
| Already Paid Services 18/19 FSP | $11,212.64 |
| Remaining Balance: | $69,287.36 |
Charis Youth Center  
714 West Main Street  
Grass Valley, CA 95945

Bill To: Sierra County Social Services  
PO Box 1019  
Loyalton, CA 96118

Charis Youth Center  
714 West Main Street  
Grass Valley, CA 95945

Phone (530)477-9800  
Fax (530)477-9803

Bill To: Sierra County Social Services  
PO Box 1019  
Loyalton, CA 96118

Date: 11/05/17  
Invoice #: --  
Client Name: --

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Subtotal $ 641.16  
TOTAL $ 641.16

Changing Communities One Youth at a Time Since 1984
Charis Youth Center
714 West Main Street
Grass Valley, CA 95945

Bill To: Sierra County Social Services
PO Box 1019
Loyalton, CA 96118

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**TOTAL UNITS:** 4680

Total: $12,823.20

Changing Communities One Youth at a Time Since 1988
# Units | Service Description | Rate | Amount  
--- | --- | --- | ---  
4776 | Minutes May 2018 Therapeutic Behavioral Services | $2.74 | $13,086.24  

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**TOTAL UNITS:** 4776

**Total:** $13,086.24

Changing Communities One Youth at a Time Since 1988
Charis Youth Center
714 West Main Street
Grass Valley, CA 95945

Bill To: Sierra County Social Services
PO Box 1019
Loyalton, CA 96118

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**TOTAL UNITS:** 4865

**Total:** $13,330.10

Changing Communities One Youth at a Time Since 1988