Amendment No. 1 for Grant Contract No. 231016

Contract Start Date:	May 15, 2023	Original Contract Amount:	\$ 1,000,000.00
Original Contract Expiration Date:	June 30, 2024	Previous Amendment(s) Total:	\$ 0
Current Contract Expiration Date:	June 30, 2024	This Amendment:	\$ 0
Requested Contract Expiration Date:	June 30, 2025	Total Contract Amount:	\$ 1,000,000.00
		-	

This amendment ("Amendment") is by and between the State of Minnesota, through its Commissioner of the Minnesota Department of Human Services, Behavioral Health Division ("STATE") and Ramsey County, located at 160 Kellogg Boulevard East, St. Paul, MN 55101, an independent contractor, not an employee of the State of Minnesota ("COUNTY").

Recitals

- 1. STATE has a grant contract with COUNTY identified as Grant No. 231016 to support mental health urgency rooms used as a first contact resource for youths under the age of 26 who are experiencing a mental health crisis (Original Grant Contract);
- The Original Grant Contract is being amended because STATE and COUNTY agree that a budget revision and additional time and duties are necessary for the satisfactory completion of the grant contract;
- 3. STATE and COUNTY agree to amend the contract as stated below:

Contract Amendment

In this Amendment, changes to Original Grant Contract language will use strike through for deletions and underlining for insertions.

The parties agree to the following revisions:

REVISION 1: Clause 1.2, "Expiration date" is amended as follows:

1.2. Expiration date. This CONTRACT is valid through June 30, 2024 June 30, 2025, or until all obligations set forth in this CONTRACT have been satisfactorily fulfilled, whichever occurs first.

REVISION 2: Clause 2, subclause 2.1, "**Duties**", is amended as follows:

2.1 DUTIES. COUNTY shall perform duties in accordance with **Attachment A<u>-1</u>**: Work-Plan, which is attached and incorporated into this CONTRACT.

REVISION 3: Clause 2, subclause 2.2, "Grant Progress Reports", is amended as follows:

2.2. Grant Progress Reports.

COUNTY shall submit grant progress reports to the STATE on a monthly quarterly basis and are due by the last day of the following month. Grant progress reports shall be de-identified to protect not public data. The reports shall summarize activities and outcomes for the given period, and may include, but are not limited to goals, objectives, activities, outcomes, challenges, lessons learned and financial information. COUNTY shall submit program reports to the STATE according to the following schedule and in a mutually agreed upon format:

Due Date:	For service period:
September 2024	Prior quarter
December 2024	Prior quarter
March 2025	Prior quarter
June 2025	Prior quarter

REVISION 4: Clause 3.1, subclause 3.1.a., "Compensation", only, is amended as follows:

a. Compensation.

- 1. COUNTY will be paid in accordance with **Attachment B-1**, Budget, which is attached and incorporated into this CONTRACT.
- 2. Budget Modification.
 - a. COUNTY must obtain STATE written approval before changing any part of the budget.
 - b. Notwithstanding Clause 17.1 of CONTRACT, shifting of funds between budget line items does not require an amendment if the amount shifted does not exceed 10% of that budget year total and does not change the total obligation amount.
 - c. If COUNTY's approved budget changes proceed without an amendment pursuant to this clause, COUNTY must record the budget change in EGMS or on a form provided by STATE.

REVISION 5:

Attachments A-1 and B-1, attached to this amendment, are hereby attached and incorporated into the Original Grant Contract and replace Attachments A and B.

EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL GRANT CONTRACT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT AND ARE INCORPORATED INTO THIS AMENDMENT BY REFERENCE.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Signature page follows

APPROVED:

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes, chapter 16A and section 16C.05 or Department of Administration, Policy 21-01.

2. COUNTY

Signatory certifies that COUNTY's articles of incorporation, by-laws, or corporate resolutions authorize Signatory both to sign on behalf of and bind the COUNTY to the terms of this Agreement. COUNTY and Signatory agree that the State Agency relies on the Signatory's certification herein.

By: Eafly Hedin

SC369569D85A4A6...

Title: Deputy County Manager

Date: 6/24/2024

By: Muterat Lawal

Title: Assistant Ramsey County Attorney

Date:_____

By: Susan Early

D36ED297F4A24AB...

Title: Deputy Finance Director, Sign for County Manag

Date:_____

3. STATE AGENCY

Individual certifies the applicable provisions of Minnesota Statutes, section 16B.97, subdivision 1 and Minnesota Statutes, section 16B.98 are reaffirmed.

By (with delegated authority):

Deputy Assistant Commissioner

Date:__6/28/2024

Goal (What are the broad intended the measureable step(s) you must take hoping to accomplish through this project?) Description of Task/Duties (What are the activities you must complete to achieve the objective?) Description of Task/Duties (What are the activities you must complete to achieve the objective?)		Role Responsible	Timeframe for Completion	
and mental based on m for youth an for youth an for youth an an for youth an an for youth an		Hire a Project Manager to plan and operationalize the MHUC Amend contract for additional psychiatry services to meet needs of MHUC.	Human Resources/Director Project Manager/Contract	Completed-May 2023 Completed-January 2024
	Increase access to psychiatric and mental health services	CAT Screening Tool and CASI screening tool identified and will be completed in NEXT GEN Computer System	Management Project Manager/ Program Manager	Completed Sept 2023
	based on medical necessity for youth and families	Complete Crisis assessment with youth entering the Mental Health Urgent Care which contain the CAGE (Substance use Screen & Columbia (Suicide Risk Screen)	Program Staff	Ongoing
		Establish agreement with Children's Hospital for Mental Health status short-term evaluations	Project Manager/Contract Manager	Summer 2023-Ongoing
	Increase engagement with families through Children	Increase involvement of CFS with children's crisis to involve family/relatives/kin in decision making regarding MH needs	Program Staff/Supervisors	June 2024-Ongoing
	and Family Services Resources	Implement Family Group Decision Making meetings to support families needs for youth within MHUC-	Program Staff/Supervisors	May2024-Ongoing
	Increase utilization of services at Ramsey County	Engage with current community providers, reestablishing relationships and advertise MHUC	Project Manager/Contract Manager	January 2024-Ongoing
	Mental Health Center and in community based agencies	Utilize and refer to services available at RCMHC and in community as sources of referral (therapy, psychiatry, day treatment, CTSS)	Program Staff	May 2024-Ongoing

	Establish physical location for stability for up to 14 days	Establish contract with community provider to have crisis/stabilization beds available when needed for youth	Project Manager/Contract Manager	June 2024
		Hire a FT Clerk to welcome those visiting MHUC	Program Supervisor/Human Resources	June 2024
		Hire two FT Security/deputy position-	Program Supervisor/Human Resources	Completed April 2024
	Increase staffing in the	Hire a supervisor to supervise MHUC	Program Supervisor/Human Resources	Completed April 2024
Increase availability of walk-in mental health	Mental Health Urgent Care to accommodate additional hours and decrease time spent in hospital without active care	***Identified need for 6 FT Crisis Stabilization Staff-2 staff from Childrents Crisis and 4 from CFS***	Program Supervisor/Human Resources	May 2024
services in Ramsey County by increasing		Increase walk-in hours solidified and will occur 8am-7pm M-F and 10am-5pm Sat/Sun	Program Manager	June 2024
accessibility to the Mental Health Urgent Care		Train staff providing crisis stabilization services to respond to crisis walk-in needs	Program Supervisor/Human Resources	Summer 2024
		Obtain/Purchase items to create welcoming and calming space for youth and families.	Project Manager	Completed April 2024
	Improve medical record systems to meet needs of Mental Health Urgent Care	Create capacity to technical systems (NextGen) to track assessments, referrals, and ongoing needs.	Project Manager/E- Health Capability Team	Completed April 2024
		Evaluate capacity and changes made to NextGen to support Mental Health Urgent Care Operations.	Project Manager/E- Health Capability Team	Spring 2025
Improve engagement with families in Ramsey	Increase engagement with community to better	Hold 3-4 community forums to hear voice of community and community providers	Project Manager/CFS Planners/Race Equity Liaisons	Ongoing

County who experience MH needs	understand needs of the residents of Ramsey County	Create a survey to engage with families and to address barriers to MH services.	Evaluation team/Project Manager	Completed April 2023
		Evaluate Services provided throught the Mental Health Urgent Care through survey.	Evaluation team/Project Manager	Ongoing
		Create a means for communicating updates on the Mental Health Urgent Care to staff and community members.	Project Manager/Communic ations team/Supervisor	Completed
		Continue ongoing communication for MHUC Updates for community, community providers and staff.	Project Managers/staff	Ongoing
		Hold a grand opening kick-off event to advertise new services.	Project Manager/Planner	June 2024

Attachment B-1 Mental Health Urgency Room Pilot

	TO	TAL BUDGET	SFY23 ACTUAL	TO	OTAL BUDGET	S	FY24 ACTUAL	Т	TOTAL BUDGET		
CATEGORY		SFY23	EXPENDITURES		SFY24	E	XPENDITURES		SFY25		TOTAL
Salaries	\$	-	\$0.00	\$	104,933.00		\$25,855.01	\$	219,250.00		
Fringe	\$	-	\$0.00	\$	38,878.00		\$9,737.31	\$	81,123.00		
Contracted Services	\$	-	\$0.00	\$	14,000.00		\$0.00	\$	343,016.00		
Program Costs	\$	-	\$0.00	\$	2,360.00		\$0.00	\$	10,000.00		
Staff Development	\$	-	\$0.00	\$	-		\$0.00	\$	5,000.00		
Communications	\$	4,399.00	\$0.00	\$	6,899.00		\$0.00	\$	1,964.00		
Client Transportation	\$	-	\$0.00	\$	1,425.00		\$0.00	\$	4,607.00		
Client Housing Costs	\$	-	\$0.00	\$	180.00		\$0.00	\$	420.00		
Client Emergency Funds	\$	-	\$0.00	\$	-		\$0.00	\$	45,420.00		
Space Costs	\$	3,444.00	\$0.00	\$	15,000.00		\$7,877.28	\$	-		
Equipment	\$	77,150.00	\$0.00	\$	1,800.00		\$0.00	\$	103,725.00		
Total Request	\$	84,993.00	\$ -	\$	800,151.71	\$	114,855.29	\$	814,525.00	\$	929,380.29

FY23 Carryover FY24 Carryover Plus \$70,619.71 expected expenditures
Available \$ 84,993.00 Available \$ 685,296.42 spent Q2 2024

BUDGET JUSTIFICATION Yea	ar 1: 05/15/2023 to 06/30/2023		
CATEGORY	JUSTIFICATION NARRATIVE	TOTAL	SFY23 ACTUAL
		BUDGET	EXPENDITURES
		SFY23	
Salaries			
Fringe Benefits			
Contracted Services			
Space Cost (Incl utilities)	Cube Redesign \$1,070, TVs, furniture, outlet covering, safety measures=\$2,374	\$ 3,444.00	\$0.00
Equipment	EHR Program build out \$77,150	\$ 77,150.00	\$0.00
Bonds & Insurance			
Copying			
Data Processing			
Communications	Community Engagement Event(Space, food, decorations)=\$2,149 Community Engagement Surveys	\$ 4,399.00	\$0.00
	Participations funds: (\$15 gift cards X 150 participants)=\$2250		
Instate Travel			
Out-of-State Travel			
Program Costs			
Evaluation			
Audit			
Staff Development			
Child Care - Day Care			
Client Transportation			
Client Housing Costs			
Client Incentives			
Client Emergency Funds			
Total Direct Costs		\$ 84,993.00	\$0.00
Indirect Cost			
SFY23 TOTAL REQUEST		\$ 84,993.00	\$0.00

SFY23 Carryover Amount Available \$84,993.00

SFY23 Carryover Amount Requested by Provider \$84,993.00

	/ear 2: 07/01/2023 to 06/30/2024	TOTAL BUDGET SFY24 ACTUAL						
CATEGORY	JUSTIFICATION NARRATIVE		BUDGET	SFY24 ACTUAL				
	// ol	SFY24	40.55 500.00	EXPENDITURES				
Salaries	(1 FT Clerk Typist=49,500, 1 FT MH Supervisor =\$100,000, 1 FT Peer Recovery Specialist=\$55,000, 1		\$365,500.00					
	FT MHP=82,000, 1 FT Social Worker=79,000)=365,500			\$25,855.01				
Fringe Benefits	Salary Total 365,500x.37 (Health/dental/life/disability insurance/Pension & Deferred Comp		\$135,235.00					
	Match)=	ļ.,		\$81,123.00				
Contracted Services	Psychatry contract: 40 contracted psychiatric hours @ \$235/hour=\$9,400, NP 20 contracted	\$	343,200.00					
	hours/year at \$175=\$3,500, FT Security Contract: \$30/hour X 6 hours/day X 365 days=65,700,							
	Contract for Non-Denial Beds, \$525/day of use 36 children X 14 (day average stay)=\$264,600							
Space Cost (Incl utilities)				\$7,877.28				
Equipment	EHR Annual cost of license, support, security \$36,000	\$	36,000.00					
Bonds & Insurance								
Copying								
Data Processing								
Communications	Meetings with community providers, law enforcement, fliers, kick off event. Cost of meetings	\$	2,500.00					
	includes refreshements, space, and materials. Cost of kick off includes food, refreshments,							
	decorations							
Instate Travel								
Out-of-State Travel								
Program Costs	Fidget Toys/games: \$160, Furniture sensory chairs/bean bags etc, weighted blankets: \$9000,	\$	15,360.00					
	Clothing needs (\$100 X 10 children)=\$1,000, 2 IPADSX \$600=\$1,200, Clothing needs (\$100 X 40							
	youth)=\$4,000							
Evaluation								
Audit								
Staff Development	2 Trainings @ (\$1,000) in person specialized training for all staff who work at the Mental Health	\$	2,000.00					
	Urgent Care=\$2,000							
Child Care - Day Care								
Client Transportation	Staff mileage to transport to hosptial, shelter, enhanced home, etc .635 @ 3200 miles=\$2032, gas	\$	6,032.00					
·	cards for family/relatives to support MH youth needs=\$25X40 youth @ 4/family in per							
	month=\$4,000							
Client Housing Costs	Comfort Snacks for youth	\$	600.00					
Client Incentives								
Client Emergency Funds	40 youth @ \$715 (Daily Rate for CCBHC-used for estimation of services) X 30% (youth under	\$	8,580.00					
, ,	insured or with out insurance)=		,					
Total Direct Costs	,	\$	915,007.00	\$114,855.29				
Indirect Cost		·	,					
SFY24 TOTAL REQUEST		\$	915,007.00	\$114,855.29				
			ount Available					

SFY24 Carryover Amount Available \$800,151.71
SFY24 Carryover Amount Requested by Provider \$800,151.71

Plus \$70,619.71 expected expenditures spent Q2 2024

Attachment B-1 BUDGET JUSTIFICATION FORM

	V Year 3: 07/01/2024 to 06/30/2025		
CATEGORY	JUSTIFICATION NARRATIVE	Year 3	3
Salaries	1.5 Clerk typist @ 49,500=74250		\$219,250.00
	1MHP Supervisor @ 95,000=95000		
	1 Urgent Care Project Manager (6 months) @ 100,000=50000		
		1	
Fringe Benefits			
	Match)=81,123		
			\$81,123.00
Contracted Services	Psychatry contract: 40 contracted psychiatric hours @ \$235/hour=\$9,400, NP 20 contracted		
	hours/year at \$175=\$3,500, FT Security Contract: \$31/hour X 68 hours/week=\$109,616,		
	Contract for Non-Denial Beds, \$900/day of use 35 children X 7 (day average		
	stay =\$220,500=343,016	\$	343,016.00
Space Cost (Incl			
utilities)			
Equipment	EHR BUILD OUT \$66,725, EHR Annual cost of license, support, security \$37,000	\$	103,725.00
Bonds & Insurance			
Copying			
Data Processing			
Communications	Community Engagement Event(Space, food, decorations)= Meetings with		
	community providers, law enforcement, fliers, Cost of meetings includes		
	refreshements, space, and materials.	\$	1,964.00
Instate Travel	Terresinents, space, and materials.	<u> </u>	_,
Out-of-State Travel			
Program Costs	Furniture sensory chairs/bean bags etc, weighted blankets: \$5000		
•	Clothing needs (\$100 X 50 youth)=\$5,000	\$	10,000.00
Evaluation			•
Audit			
Staff Development	2 Trainings @ (\$2,500) in person specialized training for all staff who work at the Mental Health Urgent Care=\$5,000	\$	5,000.00
Child Care - Day Care		<u> </u>	5,000.00
Client Transportation	Chaff will a sea to transport to be contict abolton and a sea of 2000, and a seal for		
•	Staff mileage to transport to hospital, shelter, enhanced home=\$2000, gas cards for		
	family/relatives to support MH youth needs=\$2000, Bus tokens for families to support MH	۾ ا	4 607 00
01:	needs to get to and from appoints etc. \$607	\$	4,607.00
Client Housing Costs	Comfort Snacks for youth	>	420.00
Client Incentives	AO usuth @ 6757 (Daily Date for CCDUC used for actionation of annihology & consistency V 200/		
Client Emergency	40 youth @ \$757 (Daily Rate for CCBHC-used for estimation of services)@ 5 sessions X 30%	۾ ا	45 430 00
Funds	(youth under insured or with out insurance)=45420	\$	45,420.00
Total Direct Costs		\vdash	\$814,525.00
Indirect Cost (See note			
above, attach indirect		1	
cost detail)		<u> </u>	
SFY25 TOTAL REQUEST			4044
		Щ_	\$814,525.00