



HARRIS COUNTY, TEXAS

Office of Budget Management 1001 Preston; Suite 500 Houston, TX 77002 713-274-1135
Grants Coordination Section - Conveyance Form Application Award

☐
☒

Amendment

Department Name / Number

DUNs

Grant Title

Harris County Resources For Children And Adults - 880	Not Applicable	My Brother's Keeper '21 -'22
Funding Source: City of Houston: CFDA# N/A	Grant Agency: City of Houston	
Program Year: 5 th	Program Ending:	
Grant Begin Date: 02/01/2021	Grant End Date: 11/30/2021	
Grant Org. Key: 100001000000930	If applicable, Prior Year Org. Key: 100001000000564	

Grant Description:

The My Brother's Keeper (MBK) initiative aims to address inequitable conditions faced by boys and young men of color. Locally, the initiative works with the City of Houston Health Department with the aim of achieving six goals for life achievement: Goal 1: Enter School Ready to Learn; Goal 2: Read on 3rd Grade Level by the 3rd Grade; Goal 3: Graduate High School Ready for College or Career; Goal 4: Complete Post-Secondary Education or Training; Goal 5: Enter the Workforce Successfully; Goal 6: Reduce Crime and Violence and Provide Second Chance Opportunities.

	Revised Total Budget	New Grant Funded	Orig. Grant Funded	New County Funded	Orig. County Funded
Salary & Benefits	\$386,712.89	\$0.00	\$304,515.70	\$0.00	\$82,197.19
Non-Labor	\$44,000.00	\$0.00	\$0.00	\$0.00	\$44,000.00
Sub Tot. Incremental Cost	\$430,712.89	\$0.00	\$304,515.70	\$0.00	\$126,197.19
Indirect Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$430,712.89	\$0.00	\$304,515.70	\$0.00	\$126,197.19

* under development

Full Time Equivalent Positions

5.00

Date Guidelines are Available

% of Positions Paid by Grant

78.74 %

Grant Submittal Deadline Date

Grant Discussion:

This item relates to an award accepted by Commissioners Court on 1/5/21. The purpose of the award is to revise the end date of this program year to be 11/30/21 to correspond with the start date of the following program year start date of 12/1/21 that is also being presented to Court for approval on 11/30/21.

County Funded Cost Projection

Year	Required	Discretionary
2021	10,516.00	-
2022	115,681.19	-
2023	-	-
2024	-	-
2025	-	-

Completed by :

Cadow, Eric

Date :

Reviewed by :

Date :



HARRIS COUNTY, TEXAS

Office of Budget Management 1001 Preston; Suite 500 Houston, TX 77002 713-274-1135
Grants Coordination Section - Conveyance Form Application ☐ Award ☒

Department Name / Number	DUNs	Grant Title
Harris County Resources For Children And Adults - 880	072206378	My Brother's Keeper Y6
Funding Source: City of Houston: CFDA# N/A	Grant Agency: City of Houston	
Program Year: 6 th	Program Ending:	
Grant Begin Date: 12/01/2021	Grant End Date: 11/30/2022	
Grant Org. Key: 100001000001172	If applicable, Prior Year Org. Key: 100001000000930	

Grant Description:

The My Brother's Keeper (MBK) initiative aims to address inequitable conditions faced by boys and young men of color. Locally, the initiative works with the City of Houston Health Department with the aim of achieving six goals for life achievement: Goal 1: Enter School Ready to Learn; Goal 2: Read on 3rd Grade Level by the 3rd Grade; Goal 3: Graduate High School Ready for College or Career; Goal 4: Complete Post-Secondary Education or Training; Goal 5: Enter the Workforce Successfully; Goal 6: Reduce Crime and Violence and Provide Second Chance Opportunities.

	Total Budget	Grant Funded	County Funded
Salary & Benefits	\$389,968.37	\$312,196.37	\$77,772.00
Non-Labor	\$77,021.63	\$77,021.63	\$0.00
Sub Tot. Incremental Cost	\$466,990.00	\$389,218.00	\$77,772.00
Indirect Cost	\$0.00	\$0.00	\$0.00*
TOTALS	\$466,990.00	\$389,218.00	\$77,772.00

* under development

Full Time Equivalent Positions

5.00

Date Guidelines are Available

% of Positions Paid by Grant

83.35 %

Grant Submittal Deadline Date

Grant Discussion:

The purpose of this item is to modify the start/end dates of budget years for the My Brother's Keeper program, and to also add Year 6 budget in the amount of \$389,218 plus a match of \$77,772. The Year 5 award will now end on 11/30/21, and the Year 6 award will begin on 12/1/21. The Department is also requesting that 5 associated positions be extended.

County Funded Cost Projection

Year	Required	Discretionary
2022	19,443.00	-
2023	58,329.00	-
2024	-	-
2025	-	-
2026	-	-

Completed by :

Cadow, Eric

Date :

Reviewed by :

Date :

THE STATE OF TEXAS §

COUNTY OF HARRIS §

The Commissioners Court of Harris County, Texas, met in regular session at its regular term at the Harris County Administration Building in the City of Houston, Texas, on _____, with the following members present:

Lina Hidalgo	County Judge
Rodney Ellis	Commissioner, Precinct No. 1
Adrian Garcia	Commissioner, Precinct No. 2
Tom S. Ramsey	Commissioner, Precinct No. 3
R. Jack Cagle	Commissioner, Precinct No. 4

and the following members absent: _____,
constituting a quorum, when among other business, the following was transacted:

**ORDER AUTHORIZING RENEWAL OF GRANT BETWEEN
HARRIS COUNTY
AND
THE CITY OF HOUSTON
(My Brother's Keeper)**

Commissioner _____ introduced an order and moved that Commissioners Court adopt the order. Commissioner _____ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The meeting chair announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that the County Judge is authorized to execute the attached grant renewal and to sign any ancillary grant documents between Harris County Resources for Children and Adults and the City of Houston. Harris County Resources for Children and Adults is authorized to spend up to \$389,218 in consideration of the services performed under this Grant.

**FIRST AMENDMENT
TO
INTERLOCAL AGREEMENT BETWEEN
THE CITY OF HOUSTON
AND
HARRIS COUNTY
THROUGH
HARRIS COUNTY RESOURCES FOR CHILDREN AND ADULTS**

THIS FIRST AMENDMENT TO AN INTERLOCAL AGREEMENT (the "First Amendment") is made between the **CITY OF HOUSTON, TEXAS** (the "City"), a home-rule city of the State of Texas through its **Houston Health Department**, and **HARRIS COUNTY, TEXAS** ("the County") through the **Harris County Commissioners Court For Harris County Resources For Children And Adults (Formerly Harris County Protective Services For Children And Adults ("HCRCA"))**, hereinafter referred to singularly as a "party" or collectively as the "parties."

WITNESSETH

WHEREAS, pursuant to Ordinance No. 2016-0879, passed and adopted by City Council on November 16, 2016, the City entered into an Interlocal Agreement for My Brother's Keeper (MBK) Houston Local Action Plan (the "Original Agreement") (Contract No. 4600014092) with the County; and

WHEREAS, the City and the County now desire to amend the term of the Original Agreement to extend it for two additional years under the same terms and conditions, and to add the budgets for the additional years.

NOW, THEREFORE, for and in consideration of the mutual promises, covenants, agreements and benefits contained in the Original Agreement and this First Amendment, the City and the County agree as follows:

I.

1) Section I. **Term** is hereby deleted in its entirety and substituted in its place with the following:

"I. Term

The Effective Date of this Agreement is the date of countersignature by the City Controller in the Original Agreement and will continue for one year, with six (6) consecutive one-year renewal terms, on the same terms and conditions as the Original Agreement, except that the Parties may increase the compensation or amend the agreement as provided under Section XII. herein, unless terminated sooner by mutual agreement of the parties, or by one party giving the other party a sixty (60) day written notice to terminate."

2) Exhibit "A" **Budget** to the Original Agreement is hereby amended by adding the attached Exhibit "A-1" - Budgets for My Brother's Keeper Year 6 and Year 7.

II.

In the event of a conflict between the Original Agreement and this First Amendment, this First Amendment shall prevail.

III.

All other terms and conditions of the Original Agreement, except as amended in this First Amendment, shall continue in full force and effect.

Signatures

The Parties have executed this First Amendment in multiple copies, each of which is an original. Each person signing this First Amendment represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this First Amendment. Each Party represents and warrants to the other that the execution and delivery of this First Amendment and the performance of such Party's obligations hereunder have been duly authorized and that the First Amendment is a valid and legal agreement binding on such Party and enforceable in accordance with its terms. The Parties hereby agree that each Party may sign and deliver this First Amendment electronically or by electronic means and that an electronic transmittal of a signature, including but not limited to, a scanned signature page, will be as good, binding, and effective as an original signature.

Houston Health Department

**Harris County Resources
for Children And Adults**

Stephen L. Williams, M.Ed., M.P.A.

Joel Levine, Executive Director

APPROVED AS TO FORM ONLY:

HARRIS COUNTY

Christian D. Menefee
Harris County Attorney

By: Sarah Hodges
Sarah Hodges
Assistant County Attorney
C.A. File No. 21GEN3144

Lina Hidalgo
County Judge

CITY OF HOUSTON, TEXAS

ATTEST/SEAL:

Mayor

City Secretary

COUNTERSIGNED BY:

APPROVED AS TO FORM:

City Controller

Sr. Assistant City Attorney
L.D. File No.0381600047002

DATE COUNTERSIGNED:

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Resources for Children and Adults

Business Unit Number: 88000

SECTION I -- TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update	<input checked="" type="checkbox"/>	May require Commissioners Court approval
Position Reclassification	<input type="checkbox"/>	May require Commissioners Court approval
New Position Request	<input type="checkbox"/>	Requires Commissioners Court approval
Is additional office space required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION II -- REASON FOR REQUEST

Grant Renewal

SECTION III -- PROPOSED EFFECTIVE DATE

Proposed Effective Date	<u>11/20/2021</u>	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: <u>12/01/2021</u> To: <u>11/30/2022</u>	

SECTION IV -- POSITION DATA

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.	
		Number of Positions	
Position Description (Title)	<u>SPECIALIST III</u>	Position Description (Title-30 Spaces Max)	
Job Code Description	<u>000334</u>	Job Code Description	
Position Number	<u>10021968</u>	Position Number (HRRM Use Only)	
Company (CS, FC, HC, JV or PA)	<u>HC</u>	Company (CS, FC, HC, JV or PA)	
Business Unit	<u>88000</u>	Business Unit	
Home Department ID Number	<u>88060320</u>	Home Department ID Number	
Location	<u>893C000</u>	Location	
Full Time, Part Time or Temporary	<u>Full Time</u>	Full Time, Part Time or Temporary	
Budgeted Hours	<u>40</u>	Budgeted Hours	
Salary Range Maximum	<u>\$39.32</u>	Salary Range Maximum	
FLSA Code	<u>Exempt</u>	FLSA Code	
Reports To Position Number	<u>10022102</u>	Reports To Position Number	
Fund Code	<u>2603</u>	Fund Code	
Funding Department ID Number	<u>88060320</u>	Funding Department ID Number	
Account (Same for all Business Units)	<u>510010</u>	Account (Same for all Business Units)	<u>510010</u>
Business Unit PC (Projects or Grants only)	<u>HC001</u>	Business Unit PC (Projects or Grants only)	
Project/Grant (Projects or Grants only)	<u>1000010000000930</u>	Project/Grant (Projects or Grants only)	<u>100001000001172</u>
Activity ID (Projects or Grants only)	<u>10001</u>	Activity ID (Projects or Grants only)	
Resource Type (Not currently used)		Resource Type (Not currently used)	



Business Unit Approval (Business Unit Head or Designee)

10/27/2021

Date

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Resources for Children and Adults

Business Unit Number: 88000

SECTION I – TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update	<input checked="" type="checkbox"/>	May require Commissioners Court approval
Position Reclassification	<input type="checkbox"/>	May require Commissioners Court approval
New Position Request	<input type="checkbox"/>	Requires Commissioners Court approval
Is additional office space required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION II – REASON FOR REQUEST

Grant Renewal

SECTION III – PROPOSED EFFECTIVE DATE

Proposed Effective Date	<u>11/20/2021</u>	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: <u>12/01/2021</u> To: <u>11/30/2022</u>	

SECTION IV – POSITION DATA

Current <i>Use "Pos_List_File" (PCN Download) to complete all fields</i>		Proposed <i>Complete all fields for a new position or change appropriate field(s) for existing position.</i>	
		Number of Positions	
Position Description (Title)	COORDINATOR II	Position Description (Title-30 Spaces Max)	
Job Code Description	000137	Job Code Description	
Position Number	10021841	Position Number (HRRM Use Only)	
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)	
Business Unit	88000	Business Unit	
Home Department ID Number	88060320	Home Department ID Number	
Location	893C000	Location	
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary	
Budgeted Hours	40	Budgeted Hours	
Salary Range Maximum	\$27.44	Salary Range Maximum	
FLSA Code	Non-Exempt	FLSA Code	
Reports To Position Number	10022102	Reports To Position Number	
Fund Code	2603	Fund Code	
Funding Department ID Number	88060320	Funding Department ID Number	
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)	
Project/Grant (Projects or Grants only)	100001000000930	Project/Grant (Projects or Grants only)	1000010000001172
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	
Resource Type (Not currently used)		Resource Type (Not currently used)	

Paula L. Davis

10/27/2021

Business Unit Approval (Business Unit Head or Designee)

Date

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Resources for Children and Adults Business Unit Number: 88000

SECTION I – TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update	<input checked="" type="checkbox"/>	May require Commissioners Court approval
Position Reclassification	<input type="checkbox"/>	May require Commissioners Court approval
New Position Request	<input type="checkbox"/>	Requires Commissioners Court approval
Is additional office space required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION II – REASON FOR REQUEST

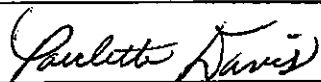
Grant Renewal

SECTION III – PROPOSED EFFECTIVE DATE

Proposed Effective Date	<u>11/20/2021</u>	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: <u>12/01/2021</u> To: <u>11/30/2022</u>	

SECTION IV – POSITION DATA

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.	
		Number of Positions	
Position Description (Title)	<u>CASE MANAGER II</u>	Position Description (Title-30 Spaces Max)	
Job Code Description	<u>000152</u>	Job Code Description	
Position Number	<u>10021867</u>	Position Number (HRRM Use Only)	
Company (CS, FC, HC, JV or PA)	<u>HC</u>	Company (CS, FC, HC, JV or PA)	
Business Unit	<u>88000</u>	Business Unit	
Home Department ID Number	<u>88060320</u>	Home Department ID Number	
Location	<u>893C000</u>	Location	
Full Time, Part Time or Temporary	<u>Full Time</u>	Full Time, Part Time or Temporary	
Budgeted Hours	<u>40</u>	Budgeted Hours	
Salary Range Maximum	<u>\$30.19</u>	Salary Range Maximum	
FLSA Code	<u>Non-Exempt</u>	FLSA Code	
Reports To Position Number	<u>10022102</u>	Reports To Position Number	
Fund Code	<u>2803</u>	Fund Code	
Funding Department ID Number	<u>88060320</u>	Funding Department ID Number	
Account (Same for all Business Units)	<u>510010</u>	Account (Same for all Business Units)	<u>510010</u>
Business Unit PC (Projects or Grants only)	<u>HC001</u>	Business Unit PC (Projects or Grants only)	
Project/Grant (Projects or Grants only)	<u>100001000000930</u>	Project/Grant (Projects or Grants only)	<u>1000010000001172</u>
Activity ID (Projects or Grants only)	<u>10001</u>	Activity ID (Projects or Grants only)	
Resource Type (Not currently used)		Resource Type (Not currently used)	



Business Unit Approval (Business Unit Head or Designee)

10/27/2021

Date

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Resources for Children and Adults Business Unit Number: 88000

SECTION I – TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update	<input checked="" type="checkbox"/>	May require Commissioners Court approval
Position Reclassification	<input type="checkbox"/>	May require Commissioners Court approval
New Position Request	<input type="checkbox"/>	Requires Commissioners Court approval
Is additional office space required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION II – REASON FOR REQUEST

Grant Renewal

SECTION III – PROPOSED EFFECTIVE DATE

Proposed Effective Date	<u>11/20/2021</u>	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: <u>12/01/2021</u> To: <u>11/30/2022</u>	

SECTION IV – POSITION DATA

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.	
Position Description (Title)	CASE AIDE II	Number of Positions	
Job Code Description	000150	Position Description (Title-30 Spaces Max)	
Position Number	10022005	Job Code Description	
Company (CS, FC, HC, JV or PA)	HC	Position Number (HRRM Use Only)	
Business Unit	88000	Company (CS, FC, HC, JV or PA)	
Home Department ID Number	88060320	Business Unit	
Location	893C000	Home Department ID Number	
Full Time, Part Time or Temporary	Full Time	Location	
Budgeted Hours	40	Full Time, Part Time or Temporary	
Salary Range Maximum	\$30.19	Budgeted Hours	
FLSA Code	Non-Exempt	Salary Range Maximum	
Reports To Position Number	10022102	FLSA Code	
Fund Code	2609	Reports To Position Number	
Funding Department ID Number	88080320	Fund Code	
Account (Same for all Business Units)	510010	Funding Department ID Number	
Business Unit PC (Projects or Grants only)	HC001	Account (Same for all Business Units)	510010
Project/Grant (Projects or Grants only)	100001000000930	Business Unit PC (Projects or Grants only)	
Activity ID (Projects or Grants only)	10001	Project/Grant (Projects or Grants only)	100001000001172
Resource Type (Not currently used)		Activity ID (Projects or Grants only)	
		Resource Type (Not currently used)	

Paullette Davis

10/27/2021

Business Unit Approval (Business Unit Head or Designee)

Date

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Resources for Children and Adults Business Unit Number: 88000

SECTION I – TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update	<input checked="" type="checkbox"/>	May require Commissioners Court approval
Position Reclassification	<input type="checkbox"/>	May require Commissioners Court approval
New Position Request	<input type="checkbox"/>	Requires Commissioners Court approval
Is additional office space required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION II – REASON FOR REQUEST

Grant Renewal

SECTION III – PROPOSED EFFECTIVE DATE

Proposed Effective Date	<u>11/20/2021</u>	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: <u>12/01/2021</u> To: <u>11/30/2022</u>	

SECTION IV – POSITION DATA

Current Use "Pos_List_File" (PCN Download) to complete all fields		Proposed Complete all fields for a new position or change appropriate field(s) for existing position.	
		Number of Positions	
Position Description (Title)	CASE MANAGER II	Position Description (Title-30 Spaces Max)	
Job Code Description	000152	Job Code Description	
Position Number	10021725	Position Number (HRRM Use Only)	
Company (CS, FC, HC, JV or PA)	HC	Company (CS, FC, HC, JV or PA)	
Business Unit	88000	Business Unit	
Home Department ID Number	88060320	Home Department ID Number	
Location	883C000	Location	
Full Time, Part Time or Temporary	Full Time	Full Time, Part Time or Temporary	
Budgeted Hours	40	Budgeted Hours	
Salary Range Maximum	\$30.19	Salary Range Maximum	
FLSA Code	Non-Exempt	FLSA Code	
Reports To Position Number	10022102	Reports To Position Number	
Fund Code	2603	Fund Code	
Funding Department ID Number	88060320	Funding Department ID Number	
Account (Same for all Business Units)	510010	Account (Same for all Business Units)	510010
Business Unit PC (Projects or Grants only)	HC001	Business Unit PC (Projects or Grants only)	
Project/Grant (Projects or Grants only)	100001000000930	Project/Grant (Projects or Grants only)	1000010000001172
Activity ID (Projects or Grants only)	10001	Activity ID (Projects or Grants only)	
Resource Type (Not currently used)		Resource Type (Not currently used)	



Business Unit Approval (Business Unit Head or Designee)

10/27/2021

Date

4600014092
2016-0879

**AGREEMENT
BETWEEN

THE CITY OF HOUSTON

AND

HARRIS COUNTY

THROUGH

HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS**

This Agreement is made and entered into by and between the CITY OF HOUSTON ("City"), a home-rule city of the State of Texas acting for the Houston Health Department ("HHD"), and Harris County, Texas ("County") through the Harris County Commissioners Court for Harris County Protective Services for Children and Adults ("HCPSCA"), hereinafter referred to singularly as a "party" or collectively as the "parties."

PURPOSE

The purpose of this Agreement is for the parties, through collaboration, to improve the lives of students and families by implementing an early warning system and a wraparound system of care at two Houston Independent School District (HISD) schools within the initial targeted school feeder patterns with the capacity to expand to additional schools and other feeder patterns as desired by all parties. The goal is to provide students access to a continuum of care that ensures that their individual needs are met through on-campus supports and linkage to community supports. The continuum of care will involve referrals from students with moderate and intensive wraparound service needs.

BACKGROUND

My Brother's Keeper (MBK) is a movement designed to improve outcomes and to reduce opportunity gaps for boys and young men of color. In February 2014, President Obama issued a challenge to local officials to make their cities become MBK communities and develop coherent "cradle-to-college-career" strategies to help improve outcomes and reduce opportunity gaps for boys and young men of color. The City of Houston accepted the President's MBK Community Challenge in September 2014 and the HHD Director was appointed to lead Houston's response. HHD worked with a variety of individuals and organizations to develop the MBK Houston Local Action Plan which includes a set of recommendations to achieve the six MBK milestones. One of the cross-cutting strategies from the Local Action Plan was the implementation of an early warning system (EWS). In collaboration with representatives from the HHD, the HISD, the HCPSCA, the Harris Center for Mental Health and IDD and Communities in Schools, a plan has been developed to implement the EWS and a systems of care (SOC) response system. The EWS and SOC response system components include a systematic review of academic, behavior, attendance and other high risk social factors, an interagency interventions team on HISD

campuses, a social services worker, a service provider network and care coordination to tailor services to the needs of individual students and families. These services are designed to address the social, emotional, physical and behavioral health issues that are the root causes for poor academic performance, poor attendance and unacceptable student behavior. A key service component to be included in the systems of care model includes the school based crisis intervention and supportive counseling services provided by the HCPSCA Community Youth Services (CYS) program.

AGREEMENT

I. Term

The Effective Date of this Agreement is the date of countersignature by the City Controller herein and will continue for one year, with four (4) consecutive one-year renewal terms, on the same terms and conditions as the original agreement except that the Parties may increase the compensation or amend the agreement as provided under Section XII. herein, unless terminated sooner by mutual agreement of the parties, or by one party giving the other party a sixty (60) day written notice to terminate.

II. Responsibilities

This Agreement sets forth the understanding between the parties herein concerning their respective roles and responsibilities under this Agreement. The parties herein understand and agree as follows:

III. Harris County Protective Services for Children and Adults shall:

1. Provide crisis counseling and consultation to students and families from referrals by HISD authorities, parents, social service agencies, interested persons and the students themselves;
2. Provide follow up to appropriate referrals from the Texas Department of Family and Protective Services ("TDFPS") and the County Youth Service Center;
3. Assist families in voluntary facility placements outside of the home;
4. Provide resource information to HISD personnel concerning services for students and families;
5. Provide, when requested by a family, referrals to appropriate County services;
6. Serve as a liaison between HHD, HCPSCA, Harris County Juvenile Probation Department, and the HISD;
7. Attend CYS unit, division, or agency meetings deemed necessary by HCPSCA and/or HISD;
8. Attend training functions, orientation or other meetings that are deemed necessary by HCPSCA and/or HISD and HHD;

9. Make home visits when it is deemed necessary for the best interest of the family by HCPSCA and/or HISD;
10. Provide additional counseling and social services deemed necessary for the best interest of the family by HCPSCA;
11. Provide two (2) Youth Services Specialists ("YSS") to work on site at one or more designated school campuses as agreed upon by the MBK coordinating team;
12. Provide a care team consisting of a Care Team Supervisor, Care Coordinator and a Parent Partner to provide intensive wraparound services for students and families;
13. Participate in and/or facilitate the on campus Interventions Assistance Team meetings and activities in collaboration with the designated school personnel and HHD designated service coordination personnel;
14. Participate in the MBK Houston EWS and SOC planning and coordinating team;
15. Keep, manage, and organize all reports, information, records and other written materials necessary for the completion of the above-listed services; such reports, information, records, and other written material to be furnished upon request to appropriate HHD, HISD and TDFPS personnel, unless such information is confidential under any state or federal law. All reports, information, records and other written material created and maintained by HCPSCA shall be and remain the sole and exclusive property of HCPSCA; and
16. Abide by and comply with all applicable rules and requirements as agreed to with HISD in order to place HCPSCA staff on the school campus.

IV. HHD shall:

1. Work with parties to assure that a referral response system is in place to facilitate handling of referrals for basic needs of students and families (e.g. utilities, housing, transportation, etc.);
2. Provide an MBK Coordinator to coordinate access to a service provider network to address the social services needs of students participating in the MBK system of care initiative;
3. Establish a core connecting services center that provides information and referral that:
 - a. connects people to services,
 - b. seeks resources to support schools and families,
 - c. provides access to health, mental health and social services; and

4. Coordinate activities and facilitate meetings of the MBK Houston EWS and SOC planning and coordination team.
5. Work with HISD to ensure that YSS workers are placed in appropriate schools and provided with all necessities as requested by HCPSCA. Also work with HISD to provide necessities for Care Coordinator and Parent Partner if requested by HCPSCA.

V. Notices

All notices, requests, demands, or other communications called for or contemplated hereunder will be in writing and will be deemed to have been duly given when delivered to the party to whom addressed or when sent by registered or certified mail, return receipt requested, prepaid and addressed to the parties, their successors in interest, other assignees at the following addresses, or at such other addresses as the parties may designate by written notice in the manner aforesaid. Notice deposited in the mail in the manner hereinbefore described will be conclusively deemed effective, unless otherwise stated, three (3) days after it is so deposited. Notice given in any other matter will be effective only if and when received by the party to be notified. For the purpose of notice, the addresses of the parties will, until changed as hereinafter provided, be as follows:

HHD:
 Director
 Houston Health Department
 8000 North Stadium Drive, 8th Floor
 Houston, TX 77054

HCPSCA:
 2525 Murworth
 Houston, Texas 77054
 Attention: Executive Director

VI. Appropriations

The costs for implementation and support of various services as per the attached budget (Exhibit "A") will be divided as follows:

CITY: 50% of the cost for 2 Youth Service Specialists
 100% for Care Team Supervisor
 100% for Care Coordinator
 100% for Parent Partner
 100% for Other Costs, including Tier I, II and III Flex Services, supplies, computers and other equipment, office supplies, fees and services, training, travel and mileage with a total annual budget not to exceed \$389,218.00.

COUNTY: 50% of the cost for 2 Youth Service Specialists
 100% of all other services, with a total annual budget not to exceed \$77,772.00, subject to availability of certified funds or client payment.

VII. Other County Services

In addition to YSS personnel costs, Harris County provides an array of children and youth services. Therefore based on the amount and availability of grant and certified County funds to pay for any additional services, County may provide the following services to students and families at no additional cost to the City. Although prices are listed below, such prices merely indicate the costs to Harris County.

- Individual and Family Therapy (\$75.00 per session/maximum 6 sessions per family)
- Psychological Evaluations (\$425.00 per child)
- Group Therapy Services (\$25.00 per child/10 children per group)
- Grant funds available to support Runaway & Homeless Youth (\$187,000.00)
- Parent/Teen Survival Program services (\$32,000 annual program costs)
- Donated Funds (\$2,000-\$4,000 annually to assist with emergency basic needs)
- BEAR – Be A Resource for CPS Kids: a 501 (c) (3) public/private partnership that provides goods and services to children involved with CPS in Harris County. The CYS program receives school supplies, school uniforms, lice shampoo, baby car seats and baby cribs (for teen parents), and Christmas gifts.
- Access to Kinder Emergency Shelter (\$122.20 per day/per child): The shelter provides youth 12-17 years old who are in crisis with a safe, short-term, home like environment until they can be returned home or found other alternative placement. The youth and the parent must both agree to the 30-day placement.

The YSS may also access an array of other youth services provided by HCPSCA (based on eligibility requirements).

VIII. Method of Payment

- A. City agrees to reimburse County an annual standard fee, as calculated by HCPSCA for the services of each YSS, which includes one-half of the average cost of the salary, fringe benefits, mileage, and cellular phone stipend and telephone cost for one YSS. For the term of this Agreement, the annual standard fee per YSS is THIRTY-EIGHT THOUSAND EIGHT HUNDRED EIGHTY-SIX DOLLARS (\$38,886.00), which is equal to \$3,240.50 per monthly billing period (for 12 months). However, the County shall reduce each invoice by a prorated amount for every day that a position is unfilled and corresponding services not rendered, and City shall pay only the equal monthly installment reduced by the prorated amount. However, the County reserves the right to fill any vacant position with qualified HCPSCA relief staff to fulfill contractual obligations pursuant to this Agreement.
- B. City also agrees to pay for a Care Team Supervisor, Care Coordinator, Parent Partner, all supplies, computer equipment, travel, training, mileage and all other costs as listed in the budget attached hereto.
- C. On or about the 15th day of each calendar month following the delivery of the services provided by the County under this Agreement, the County will submit to the City a statement for services provided during the previous calendar month. Further,

failure of Harris County to make demand for payments due is not a waiver of City's obligation to make timely payments.

- D. The City shall begin processing such billing statement promptly upon receipt and agrees to pay same within sixty (60) days of receipt of the statement. Payment shall be due and payable at the office of the County Treasurer, 1001 Preston Street, Ste. 652, Houston, TX 77002-1816.
- E. Notwithstanding anything in this Agreement to the contrary, the cost of such services to the City will not exceed an annual grand total for this Agreement of \$389,218.00 which shall be paid by City over no more than 12 months. City shall pay to County \$32,434.83 per calendar month of the Agreement for eleven (11) calendar months and \$32,434.87 for the 12th calendar month of this Agreement for all services contained herein.
- F. Prior to the execution of this Agreement, the City has been advised by the County and the City understands and agrees that the County shall have available funds in the total sum of \$77,772.00 specifically allocated to fully discharge any and all liabilities which may be incurred by the County, including any and all costs for any and all things or purposes, ensuing under or out of this Agreement, irrespective of the nature thereof and notwithstanding any word, statement, or thing contained in or inferred from the provisions of this Agreement which might in any light by any person be interpreted to the contrary. Pursuant to this Agreement the County has not certified and shall not pay any funds to City under this Agreement. All parties agree that County funding shall only be paid to two YSS for services hereunder.

G. Limit of Appropriation

(1) The City's duty to pay money to County for any purpose under this Agreement is limited in its entirety by the provisions of this Section.

(2) In order to comply with Article II, Sections 19 and 19a of the CITY's Charter and Article XI, Section 5 of the Texas Constitution, the City has appropriated and allocated \$389,218.00 for this Agreement (the "Original Allocation"). The executive and legislative officers of the City, in their discretion, may allocate supplemental funds for this Agreement, but they are not obligated to do so. Therefore, the Parties have agreed to the following procedures and remedies.

(3) The City makes a Supplemental Allocation by issuing to County a Service Release Order, or similar form approved by the City Controller, containing the language set out below. When necessary, the Supplemental Allocation shall be approved by motion or ordinance of City Council.

NOTICE OF SUPPLEMENTAL ALLOCATION OF FUNDS

By the signature below, the City Controller certifies that, upon the request of the responsible director, the supplemental sum set out below has been allocated for the purposes of the Agreement out of funds appropriated for this purpose by the City Council of the City of Houston. This supplemental allocation has been charged to such appropriation.

\$ _____

(4) The Original Allocation plus all supplemental allocations are the Allocated Funds. City shall never be obligated to pay any money under this Agreement in excess of the Allocated Funds. County must assure itself that sufficient allocations have been made to pay for services it provides. If Allocated Funds are exhausted, County's only remedy is suspension or termination of its performance under this Agreement and it has no other remedy in law or in equity against the City and no right to damages of any kind.

IX. Termination Provisions

- A. A party may terminate this Agreement without cause, prior to the expiration of the term, or any renewal term set forth above, upon 60 days written notice to the other parties. HCPSCA is authorized to give notice for the County. Such notice must specify the effective date of termination and the City is only liable for those services actually completed up to the date of termination.
- B. Upon notice of termination from the City to the other parties, the County shall stop work under the Agreement on the date, and remove all of its documents and equipment from the designated HISD schools, to the extent specified in the notice of termination.
- C. Within 60 days after the effective date of such termination, the County will submit its termination statement for the month in which termination occurs in the manner set forth above for monthly billing statements and City shall process the billing statement in the manner set forth above for monthly billing statements.

X. COMPLIANCE WITH HIPAA

To the extent applicable to this Agreement, each party agrees to comply with the restrictions applicable to the confidentiality and security of medical records as required by the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. Section 1320d ("HIPAA") and any current and future regulations promulgated hereunder, including, without limitation, the federal privacy regulations contained in 45 C.F.R. Parts 160 and 164 ("Federal Privacy Regulations"), the federal security standards contained in 45 C.F.R. Part 160, 162 and 164 ("Federal Security Regulations"), and the federal standards for electronic transactions contained in 45 C.F.R. Parts 142, 160 and 162 (the "Federal

Electronic Transaction Regulations"), and the Health Information Technology for Economic and Clinical Health Act ("HITECH") contained in Title XIII, Subtitle D of the American Recovery and Reinvestment Act of 2009, provisions regarding Confidentiality of Alcohol and Drug Abuse Patient Records (codified at 42 C.F.R. Part 2), as amended; and Tex. Health & Safety Code Ann., §§181.046, 181.001 *et seq.*, 241.151 *et seq.* and 611.001 *et seq.*, as applicable, all as may be amended from time to time, and all collectively referred to herein as "HIPAA Privacy and Security Requirements", to protect the privacy and security of Protected Health Information (PHI) and Electronic PHI ("EPHI") in data provided by County or City under this Agreement.

Termination of this Agreement will not affect the responsibility of each party to continue to comply with the above-mentioned requirements during the period such party maintains any portion of such records.

XI. Miscellaneous Provisions

- A. It is expressly understood and agreed by the parties that nothing contained in this Agreement shall be construed to create a joint venture, partnership, association or other affiliation or like relationship between the parties, it being specifically agreed that their relationship is and shall remain that of independent parties to a contractual relationship as set forth in this Agreement. Neither party shall enter into any contract or commitment on behalf of the other party.
- B. No party hereto waives or relinquishes any rights, immunities or defenses on behalf of itself, its trustees, officers, employees and agents as a result of its execution of this Agreement and performance of the functions or obligations described herein.
- C. This Agreement shall be construed in accordance with the laws of Texas. The parties consent to the jurisdiction and venue of the courts of Harris County, Texas for any action under this Agreement.
- D. In the event that, pursuant to the Texas Public Information Act (PIA), any party is required to furnish records that are in the possession of another Party, the party in possession agrees to give notice to the other party of such request, and to furnish said records as required by the PIA, subject to any party's right to establish any exceptions allowed by the PIA before the records are disclosed to the public.
- E. Email addresses. Each party affirmatively consents to the disclosure of its email addresses that are provided to another party. This consent is intended to comply with the requirements of the Texas Public Information Act, TEX. GOV'T CODE ANN §552.137, *et seq.*, as amended, and shall survive termination of this Agreement. This consent shall apply to email addresses provided by each party and agents acting on each party's behalf and shall apply to any email address provided in any form for any reason whether related to this Agreement or otherwise. However, no party can consent to disclosure of a third party's email address, such as those of students or their families.

- F. If any provision of this Agreement is held invalid, such invalidity shall not affect other provisions or applications of the Agreement which can be given effect without the invalid provision or application and to this end the provisions of this Agreement are declared to be severable.

XII. Entire Agreement

This instrument contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. This instrument supersedes any prior contract between the parties with regard to the terms and provisions contained herein. Any oral representation or modifications concerning this instrument shall be of no effect. This Agreement may be amended only by a written instrument executed by representatives duly authorized by the parties hereto.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

XIII. Signatures

IN WITNESS WHEREOF, this AGREEMENT, in multiple originals of equal force, have been executed on behalf of the Parties hereto.

Houston Health Department

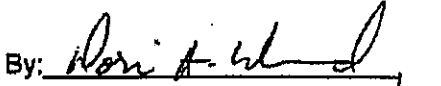

Stephen L. Williams, M.Ed., M.P.A.

**Harris County Protective
Services for Children And Adults**

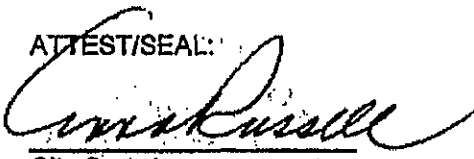

Joel Levine, Executive Director

APPROVED AS TO FORM ONLY:

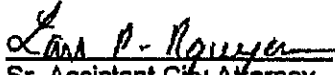
VINCE RYAN
Harris County Attorney

By: 
Printed Name: Dori A. Wind
Assistant County Attorney

ATTEST/SEAL:


City Secretary

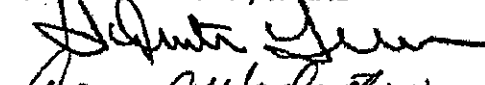

APPROVED AS TO FORM:


Sr. Assistant City Attorney
L.D. File No. 0381600047001
LPN/20384

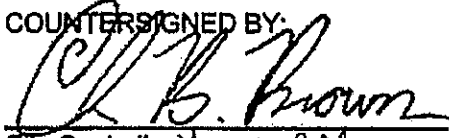
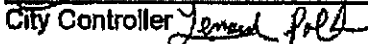
HARRIS COUNTY


ED EMMETT
County Judge

CITY OF HOUSTON, TEXAS



Mayor

COUNTERSIGNED BY:


City Controller 

DATE COUNTERSIGNED:


12-2-16

MBK Yr6**Estimated Salaries & Fringes****Dec 1, 2021 - Nov 30, 2022**

Categories	Fringe Rates	COH Funds	Required Match	Total
Care Team Supervisor(vacant)		\$59,720.00		\$59,720.00
Care Coordinator(Nicosha Hall)		49,805.00		49,805.00
Parent Partner(Tijuana Fields)		40,720.00		40,720.00
YSS 1 50% (vacant)		24,760.00	24,760.00	49,520.00
YSS 1 50% (Cassandra Barre)		28,600.00	28,600.00	57,200.00
Total Salaries		\$203,605.00	\$53,360.00	\$256,965.00
Fringes				
FICA	7.65%	\$15,564.08	\$4,082.01	\$19,646.09
Gr Insurance (\$14,900/staff/yr)	29.39%	59,839.67	11,632.31	71,471.98
Worker's Comp	0.88%	1,791.72	469.57	2,261.29
Unemployment Ins	0.32%	651.54	170.75	822.29
Retirement	15.10%	30,744.36	8,057.36	38,801.72
Total Fringes	53.34%	\$108,591.37	\$24,412.00	\$133,003.37
Total Salaries and Fringes		\$312,196.37	\$77,772.00	\$389,968.37
Fees and Services		\$72,021.63	\$0.00	\$72,021.63
Other Services				
Tier 1 Flex - Universal Services			\$0.00	\$0.00
Tier 2 Flex - Tailored Services			0.00	0.00
Tier 3 Flex - Crisis Intervention			0.00	0.00
Total Other Services			\$0.00	\$0.00
Office Supplies			\$0.00	\$0.00
Telephone(5 cell phone service @ \$50/mo x 12 months)			0.00	0.00
Travel for Education (description below)			0.00	0.00
Mileage		\$5,000.00		5,000.00
City of Houston Cost Projection Yr6		\$389,218.00		
HC Required Match Cost Projection Yr6			\$77,772.00	\$466,990.00

Approved By	
Dept. Head/Official Signature (FROM)	Date
Commissioners Court Approval Date	

Reason for Transfer
To set up FY22 MBK required match.

DEPARTMENT/BUDGET MANAGEMENT APPROVALS			
Approved By		Approved By	
			
Dept. Head/Official Signature (TO)	11/16/24	Dept. Head/Official Signature (FROM)	Date
Approved By		Commissioners Court Approval Date	
Budget Management	Date		