



**PLUMAS COUNTY JUVENILE JUSTICE COORDINATING COUNCIL (JJCC)/SB 823  
SUBCOMMITTEE  
MINUTES**

**Held Wednesday, April 16, 2025, 3:32 p.m. - 4:45 p.m.**

**Probation Dept. Conference Room**

**Virtual access URL:**

**<https://us02web.zoom.us/j/7569297252?pwd=ZDJ3MEc1R0FxaVhU2J5bHNvZWZLZz09&omn=84828279634>**

**Meeting ID: 756 929 7252**

**Passcode: 9R8BmV**

**JUVENILE JUSTICE COORDINATING COUNCIL**

**Keevin Allred, Chair**

Probation

**Bill Powers, Vice-chair**

At-large Community Member

**David Hollister**

District Attorney

**Craig Osborne**

Public Defender

**Laura Atkins**

Department of Social Services

**Todd Johns/Jeremy Beatley**

Sheriff's Office

**Sharon Sousa/Kegan Hood**

Behavioral Health Department

**Nicole Reinert/Danielle Blust**

Community-based Drug & Alcohol Program

Public Health Department

**Andrea White/Melissa Leal**

Office of Education

**Paula Johnston/Bob Battistoni**

Community-Based Organization - PRS

**Mimi Hall**

Board of Supervisors

**Darin Wood**

Community-Based Organization

**PLUMAS COUNTY SB 823 SUBCOMMITTEE**

**Keevin Allred, Chair**

Probation

**Bill Powers, Vice-chair**

Community Member

**Judge Prouty**

Court Representative

**Andrea White/Melissa Leal**

Office of Education

**David Hollister**

District Attorney

**Craig Osborne**

Public Defender

**Laura Atkins**

Department of Social Services

**Darin Wood**

Community Member

**Sharon Sousa/Keegan Hood**

Behavioral Health Department

**Paula Johnston/Bob Battistoni**

Community Member

1. CALL TO ORDER

- a. Call to order: 3:32PM
- b. Roll call/Introductions

**PRESENT (IN PERSON):** Keevin Allred, Laura Atkins, Keagan Hood, Danielle Blust, Miguel Herrera

**PRESENT (VIA ZOOM):** Paula Johnston, Darin Wood, Bill Powers, Mimi Hall, Craig Osborne (3:54PM)

**ABSENT:** David Hollister, Andea White/Melissa Leal, Todd Johns/Jeremy Beatley, Judge Prouty (SB823 Sub)

- c. Additions or corrections to the Agenda

**None.**

2. PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

- a. Members of the public are welcome to address the JJCC on items not listed on the agenda, but within the jurisdiction of the JJCC. The JJCC is prohibited by law from taking action on matters not on the agenda. Individuals wishing to address the JJCC under Public Expression are welcome to do so via email at [keevinallred@countyofplumas.com](mailto:keevinallred@countyofplumas.com). All correspondence received by 8:00 A.M. the day of the meeting will be attached to the item.

**None. No correspondence received.**

3. DISCUSSION/ACTION AGENDA

- a. Approval of Minutes from April 17, 2024, regular meeting (No quorum on June 26 and November 6, 2024).

Recommended Action: Approve minutes of the April 17, 2024, regular meeting.

Attachment(s): April 17, 2024, draft minutes

**JJCC had meetings on June 26, 2024 and November 6, 2024, however, due to no quorum, no minutes are available.**

**MOTION:** Approve minutes from April 17, 2024.

**MOVED BY:** Bill Powers

**SECOND BY:** Keagan Hood

**AYES (IN PERSON):** Keevin Allred, Keagan Hood, Danielle Blust

**AYES (VIA ZOOM):** Paula Johnston, Darin Wood, Bill Powers

**NOES:** None.

**ABSTAIN:** Mimi Hall, Laura Atkins

**ABSENT:** David Hollister, Todd Johns, Andrea White, Craig Osborne (Arrives later)

**MOTION PASSES.**

- b. Discussion and possible action related to Juvenile Justice Coordinating Council and SB 823 vacant positions.

- i. Welcome:

- 1. New member - Jeremy Beatley as the Sheriff's Office representative
    - 2. New member - Mimi Hall as the Board of Supervisors representative
    - 3. New member - Laura Atkins as the Social Services representative
    - 4. New member - Andrea White as County Office of Education/School District representative

- ii. Nomination(s):

1. Cathy Rahmeyer – Juvenile Justice Coordinating Council member- A representative of a non-profit Community-Based Organization providing services to youth
2. Cathy Rahmeyer – SB 823 Subcommittee member – A community member who has experience providing community-based youth services, etc

Recommended Action: Approve appointment of Cathy Rahmeyer as JJCC Member and SB 823 Subcommittee Member

A Motion is presented.

**MOTION:** Approve appointment of Cathy Rahmeyer as JJCC Member and SB823 Subcommittee Member

**MOVED BY:** Mimi Hall

**SECOND BY:** Bill Powers

**AYES (IN PERSON):** Keevin Allred, Keagan Hood, Danielle Blust, Laura Atkins

**AYES (VIA ZOOM):** Paula Johnston, Darin Wood, Bill Powers, Mimi Hall

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** David Hollister, Todd Johns, Andrea White, Craig Osborne (Arrives later)

**MOTION PASSES.**

- c. Summary of JJCPA Annual Expenditure Report and general fiscal status, discussion only:

Discussion is held regarding JJCPA's general fiscal status. Some brainstorming for ideas to spend funds is had.

- d. Review, discussion, and possible action related to the Plumas County Juvenile Justice consolidated Plan and SB 823 Annual Plan modifications, approval, and submission

Recommended Action: Approve revised and updated Juvenile Justice Consolidated Plan and SB 823 Annual Plan for submission to OYCR (no longer BSCC).

Attachment(s):

Draft of updated FY24/25 Juvenile Justice Consolidated Plan

Draft of updated FY24/25 SB 823 Plan

Craig Osborne joins the meeting via Zoom at 3:54PM.

Discussions are held regarding the updated Juvenile Justice Plan. A motion is presented.

**MOTION:** Approve the revised and updated Juvenile Justice Consolidated Plan for submission to the OYCR.

**MOVED BY:** Danielle Blust

**SECOND BY:** Keagan Hood

**ROLL CALL VOTE.**

**KEEVIN ALLRED (IN-PERSON):** Yes

**DAVID HOLLISTER:** Absent

**LAURA ATKINS (IN-PERSON):** Yes

**KEAGAN HOOD (IN-PERSON):** Yes

**ANDREA WHITE:** Absent

**MIMI HALL (VIA ZOOM):** Yes

**BILL POWERS (VIA ZOOM):** Yes

**CRAIG OSBORNE (VIA ZOOM):** Yes

**TODD JOHNS:** Absent

**DANIELLE BLUST (IN-PERSON):** Yes

**PAULA JOHNSTON (VIA ZOOM):** Yes

**DARIN WOOD (VIA ZOOM):** Yes  
**MOTION PASSES.**

A motion is presented.

**MOTION** Approve the revised and updated SB823 Annual plan for submission to the OYCR.

**MOVED BY:** Keagan Hood

**SECOND BY:** Laura Atkins

**ROLL CALL VOTE:**

**KEEVIN ALLRED (IN-PERSON):** Yes

**JUDGE PROUTY:** Absent

**DAVID HOLLISTER:** Absent

**LAURA ATKINS (IN-PERSON):** Yes

**KEAGAN HOOD (IN-PERSON):** Yes

**BILL POWERS (VIA ZOOM):** Yes

**ANDREA WHITE:** Absent

**CRAIG OSBORNE (VIA ZOOM):** Yes

**DARIN WOOD (VIA ZOOM):** Yes

**PAULA JOHNSTON (VIA ZOOM):** Yes

**MOTION PASSES.**

The plans will be submitted to the OYCR by May 1<sup>st</sup>, 2025.

4. AGENCY REPORTS/ROUNDTABLE DISCUSSION OPEN TOPIC:

None.

5. FUTURE AGENDA ITEMS: To be determined

Discussion is held regarding how to incentivize attendance and participation. Meetings will be held quarterly, with more meetings if requested. A section for announcements by committee members will be added to future agendas.

**MEETING ADJOURNED AT 4:45PM, NEXT MEETING TIME TO BE ANNOUNCED AT A FUTURE DATE**

### Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Probation Department (hereinafter referred to as "County"), and Plumas Rural Services, a California Non-Profit Corporation (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Twenty-Seven Thousand Eight Hundred and 00/000 Dollars (\$27,800.00).
3. Term. The term of this agreement shall be from July 1, 2025, through June 30, 2026, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the

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terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

8. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
  - a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
  - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousand dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
  - c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
    - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

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- ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
  - iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
  - iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
  - v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
  - vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.
- d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

10. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for

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Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

11. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
12. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
13. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
14. Choice of Law. The laws of the State of California shall govern this agreement.
15. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
16. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
17. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
18. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
19. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
20. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

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21. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Plumas County Probation Department  
County of Plumas  
270 County Hospital Road, Ste. 128  
Quincy, CA 95971  
Attention: Keevin Allred, Chief Probation Officer

Contractor:

Plumas Rural Services  
711 E. Main Street  
Quincy, CA 95971  
Attention: Paula Johnston, Executive Director

22. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
23. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
24. Ukraine Sanctions. Pursuant to Executive Order N-6-22 Contractor is aware that as a compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of this agreement.
25. Suspension and Debarment. The County does not employ vendors or contractors who are listed on the National World Wide Web Site System for Award Management (sam.gov) by Federal General Services Administration (GSA) for the purpose of disseminating information on parties that are debarred from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Non-procurement suspension and debarment.
- a. This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined

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- at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- b. The Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
  - c. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
  - d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.
26. Retention of Records. If the maximum compensation payable under section 2 of this Agreement exceeds \$10,000, then, pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.
27. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit hereto, the terms of this Agreement shall control, and the conflicting term of the exhibit shall be given no effect. Any limitation of liability contained in an attached exhibit shall be null and void.
28. Counterparts and Facsimile Signatures. This Agreement and any and all other documents or instruments referred to herein may be executed with counterpart signatures all of which taken together shall constitute an original without the necessity of all parties signing each document. This Agreement may also be executed by facsimile or other electronic signature, and such facsimile or electronic copies shall constitute enforceable original documents.

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IN WITNESS WHEREOF, this Agreement has been executed as of the date set forth below.

**CONTRACTOR:**

Plumas Rural Services, a California Non-profit Corporation

By: Paula Johnston  
Name: Paula Johnston  
Title: Executive Director  
Date signed: 6/2/2025

**COUNTY:**

County of Plumas, a political subdivision of the State of California

By: Kevin Allred  
Name: Keevin Allred  
Title: Chief Probation Officer  
Date signed: 6/2/2025

By: [Signature]  
Name: Kevin Goss  
Title: Chairperson, Board of Supervisors  
Date signed: 6.17.25

Attest:

By: [Signature]  
Name: Allen Hiskey  
Title: Clerk of the Board  
Date signed: 6.17.25

Approved as to form:  
[Signature]  
Craig Settlemyre  
Counsel

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## EXHIBIT A

### **Scope of Work**

1. Plumas Rural Services (PRS) to facilitate The Parent Project's Changing Destructive Adolescent Behavior (CDAB) parenting program as part of the Plumas County Probation Department's Juvenile Justice Plan Parent Education and Support project and as directed by Probation. Time period for this project is July 1, 2025 through June 30, 2026.
2. The CONTRACTOR to facilitate up to three 12-16-week sessions (Dates and times to be mutually agreed upon by the Executive Director and the Chief Probation Officer or their designees at a later date) using The Parent Project curriculum as part of Probation's Juvenile Justice Plan Parenting Education and Support project. Submissions from various Plumas County community organizations will be accepted for consideration. Final rosters for each class to be sent to Probation prior to the beginning of the first session. The class, Changing Destructive Adolescent Behavior (CDAB) is designed for parents raising difficult or out-of-control adolescent children ages 10 and up. The class shall address Arguing and Family conflict, Childhood Trauma, Poor School performance, Truancy and Dropouts, Media Influences, Early Teen Sexuality, Teen Drug Use, Youth Gangs, Teen Violence and bullying, and Runaways as addressed in the Parent Project curriculum. Class shall be up to sixteen (16) sessions to meet one time per week for two hours at a location to be determined at a later date. Any re-scheduling or cancellation of classes to be approved by Probation in advance. The Facilitator shall enroll in and successfully complete The Parent Project facilitator training (consisting of six classes/four hours each).
3. If determined necessary by the Chief Probation Officer or his designee, the CONTRACTOR shall provide Parenting Critical Support by offering services for parents who need further support via Zoom. A paraprofessional counselor meets with the family and can provide a wide variety of supports from evaluating the parent-child relationship, observing the environment, support regarding trauma, as well as a wide variety of other topics that can support a family in moving forward in a positive direction. The Chief Probation Officer or his designate to approve all sessions in advance.
4. Contractor to assist with creation and implementation of a marketing plan that includes creation and distribution of marketing materials, use of social media channels, and presentations to community members, organizations, or county departments.

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**EXHIBIT B**

**Fee Schedule**

Compensation shall be as follows:

- A. The Parent Project/CDAB Parenting classes:** CONTRACTOR will be paid at a rate of \$170.00 per session for up to forty-eight (48) sessions; to be done in three (3) blocks of up to, twelve (12) to sixteen (16) two-hour weekly sessions per block to facilitate Parenting Classes utilizing the Parent Project's Changing Destructive Adolescent Behavior (CDAB) program. Parent Project Facilitator training to be paid at a rate of Forty Dollars (\$40.00) per hour for six (6) four-hour sessions for a total of Nine Hundred sixty dollars (\$960.00). CONTRACTOR agrees to having one facilitator as agreed upon with the Chief Probation Officer or his designee attend the Parent Project Facilitator Virtual Training sessions as necessary.
- B. Parenting Critical Support:** CONTRACTOR will be paid at the rate of \$85.00/hour. The number of sessions needed depends upon the family's and Probation's needs and requirements. Services can include, but are not limited to, assisting with the application and implementation of Parent Project principles. Probation to approve all sessions in advance.
- C. Marketing and Promotion:** Contractor will be paid at a rate of \$40.00 per hour plus reimbursement for materials to develop and implement a marketing plan. Content and cost to be mutually agreed upon by the Executive Director and the Chief Probation Officer or his/her designee.

Billing by CONTRACTOR will be quarterly and includes an invoice detailing services provided. County shall pay Contractor for services rendered within thirty (30) days of receipt of invoice.

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