MARIPOSA COUNTY DEPARTMENT OF HUMAN SERVICES

BY: Cheryle Rutherford-Kelly

RECOMMENDED ACTION AND JUSTIFICATION:  

SEE ATTACHED

BACKGROUND AND HISTORY OF BOARD ACTIONS:

SEE ATTACHED

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

COSTS: ( ) Not Applicable

A. Budgeted CURRENT FY $18,198

B. Total anticipated costs $__________

C. Required add'l funding $__________

D. Internal transfers $__________

SOURCE: ( ) 4/5's vote required

A. Unanticipated revenues $__________

B. Reserve for Contingencies $__________

C. Source description: ____________________________

Balance in Reserve for Contingencies, if approved: $__________

SPECIAL INSTRUCTIONS:

List the attachments and number pages accordingly:

Board Memo

Personal Services Agreement

CLERK'S USE ONLY:

Resolution No.: 02 - 241

Ordinance No.:

Vote: Ayes: 4  Noes: 0

Absent: 0  Abstain: 0

Approved ( ) Denied

() Minute Order attached.

() No Action Necessary.

The foregoing instrument is a correct copy of the original on file in this office.

Date: ____________________________

MARGIE WILLIAMS
Clerk of the Board,
County of Mariposa,
State of California

BY: ____________________________  Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on Agenda as:  

Recommended  Returned for further action

Not recommended  Submitted w/ comment

Policy determination

Comment: ____________________________

A.O. Initials: __________
June 11, 2002

To: Members, Board of Supervisors
From: Cheryle Rutherford-Kelly
Re: Contract for Continuation of Professional Services / Child Welfare and Protection

Recommendation

It is respectfully recommended that your Board authorize us to continue contracting with Betty Massey, LCSW, for six months, starting July 1, 2002 through December 31, 2002 with the option to extend the contract until such time that the CWS/CPS unit is fully staffed.

Background

Your Board allowed us to contract with one of our residents, Ms. Betty Massey, because child welfare/protection is understaffed. Ms. Massey, LCSW, was a Social Services Supervisor II in Monterey County. When we originally contracted with Ms. Massey, the contract was for 2 ½ days per week.

Current Situation

Ms. Massey has provided excellent services to children and families. The division has experienced a 40% increase in referrals, while staffing patterns remain below needed levels thus causing the division to work a great deal of overtime and extend the hours of contractors.

Ms. Massey, LCSW, has the expertise to offer the division in-depth child and family therapy in a child welfare setting. Her assistance in the provision of services has been invaluable.

Financial

We will contract out of our child welfare allocation and there is absolutely no impact on County general funds. We will pay the professional $3033. per month, which is an extremely reasonable rate. There is a lack of MSWs/LCSWs throughout California and the United States. To secure the services of these individuals, especially one with expertise in CWS/CPS, requires competitive wages and contracts.
AGREEMENT

PERSONAL SERVICE AGREEMENT

THIS AGREEMENT is entered into on the most recent date of execution below by and between the County of Mariposa, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and Betty Massey, hereinafter referred to as "CONTRACTOR", for services to be provided to COUNTY.

WITNESSETH:

WHEREAS, COUNTY is in need of specialized services to be provided to the County Human Services/Social Services Department, and

WHEREAS, CONTRACTOR is qualified and desires to provide specialized services to the County Human Services/Social Services Department;

NOW THEREFORE, in consideration of the sums to be paid hereunder and the mutual covenants and conditions hereinafter contained, the PARTIES hereto agree as follows:

ARTICLE 1. TERM OF CONTRACT

Section 1.01. This AGREEMENT shall become effective on July 1, 2002 and shall terminate on December 31, 2002 unless terminated in accordance with the provisions of Article 7 of this AGREEMENT.

ARTICLE 2. INDEPENDENT CONTRACTOR STATUS

Section 2.01. It is the express intention of the PARTIES that CONTRACTOR is an independent CONTRACTOR and not an employee, agent, joint venturer or partner of COUNTY. Nothing in this AGREEMENT shall be interpreted or construed as creating or establishing the relationship of employer and employee between COUNTY and CONTRACTOR or any employee or agent of CONTRACTOR. Both PARTIES acknowledge that CONTRACTOR is not an employee for state or federal tax purposes. CONTRACTOR shall retain the right to perform services for others during the term of this AGREEMENT.
ARTICLE 3. SERVICES TO BE PERFORMED BY CONTRACTOR

Section 3.01. CONTRACTOR agrees to perform the services as described on Exhibit "A" attached hereto.

Method of Performing Services

Section 3.02. CONTRACTOR will determine the method, details, and means of performing the above-described services. COUNTY shall not have the right to, and shall not, control the manner or determine the method of accomplishing CONTRACTOR'S services.

Employment of Assistants

Section 3.03. CONTRACTOR may, at the CONTRACTOR'S own expense, employ such assistants as CONTRACTOR deems necessary to perform the services required of CONTRACTOR by this AGREEMENT. COUNTY may not control, direct, or supervise CONTRACTOR'S assistant employees in the performance of those services. CONTRACTOR assumes full performance of those services. CONTRACTOR assumes full and sole responsibility for the payment of all compensation and expenses of these assistants and for all state and federal income tax, unemployment insurance, Social Security, disability insurance and other applicable withholdings.

ARTICLE 4. COMPENSATION

Section 4.01. In consideration for the services to be performed by CONTRACTOR, COUNTY agrees to pay CONTRACTOR:

The total sum of Eighteen Thousand, One Hundred Ninety Eight DOLLARS ($18,198.00) for services as described above. The total sum to be paid to CONTRACTOR includes all labor, materials, travel and other expenses to be incurred by CONTRACTOR in the performance of the services described herein. Payment shall be made upon submission of a formal claim approved by the appropriate official of the County Department described in the Preamble of this AGREEMENT, as follows:

☐ Total sum to be paid upon completion of services,
or
☒ Incremental payments based on the following schedule:

$3,033 per Month
Invoices

Section 4.02. CONTRACTOR shall submit invoices for all services being rendered from the CONTRACTOR to the COUNTY.

Date for Payment of Compensation

Section 4.03. Payment shall be made within 45 days of invoices being submitted from the CONTRACTOR to the COUNTY.

Expenses

Section 4.04. CONTRACTOR shall be responsible for all costs and expenses incident to the performance of services for COUNTY, including but not limited to, all costs of equipment provided by CONTRACTOR, all fees, fines, licenses, bonds or taxes required of or imposed against CONTRACTOR and all other of CONTRACTOR'S costs of doing business. COUNTY shall not be responsible for any expense incurred by CONTRACTOR in performing services for COUNTY.

ARTICLE 5. OBLIGATIONS OF CONTRACTOR

Tools and Instrumentalities

Section 5.01. CONTRACTOR will supply all tools and instrumentalities, required to perform the services under this AGREEMENT. CONTRACTOR is not required to purchase or rent any tools, equipment or services from COUNTY.

Section 5.02. COUNTY shall not provide working space, supplies, materials or other such support to CONTRACTOR in the performance of the services and tasks as described herein.

Indemnification of Liability

Section 5.03. CONTRACTOR shall indemnify and hold COUNTY harmless against any and all liability imposed or claimed, including attorney's fees and other legal expenses, arising directly or indirectly from any act or failure of CONTRACTOR or CONTRACTOR'S assistants, employees or agents, including all claims relating to the injury or death of any person or damage to any property.

Workers' Compensation

Section 5.04. CONTRACTOR shall provide Workers' Compensation insurance as required by the State of California for all services provided hereunder.
Assignment

Section 5.05. CONTRACTOR understands that COUNTY retained the services of CONTRACTOR because of CONTRACTOR'S reputation and expertise in his or her field and, therefore, neither this AGREEMENT nor any duties or obligations under this AGREEMENT may be assigned by CONTRACTOR without the prior written consent of COUNTY.

State and Federal Taxes

Section 5.06. As CONTRACTOR is not COUNTY'S employee, CONTRACTOR is responsible for paying all required state and federal taxes. In particular:

COUNTY will not withhold FICA (Social Security) from CONTRACTOR'S payments;
COUNTY will not make state or federal unemployment insurance contributions on behalf of CONTRACTOR;
COUNTY will not withhold state or federal income tax from payment to CONTRACTOR;
COUNTY will not make disability insurance contributions on behalf of CONTRACTOR;
COUNTY will not obtain workers' compensation insurance on behalf of CONTRACTOR.

ARTICLE 6. OBLIGATIONS OF COUNTY

Cooperation of County

Section 6.01. COUNTY agrees to comply will all reasonable requests of CONTRACTOR (and provide access to all documents reasonably) necessary to the performance of CONTRACTOR'S duties under this AGREEMENT.

ARTICLE 7. TERMINATION OF AGREEMENT

Termination on Occurrence of Stated Events

Section 7.01. This AGREEMENT shall terminate automatically on the occurrence of any of the following events:

1. Bankruptcy or insolvency of CONTRACTOR;
2. Death of CONTRACTOR.
Termination by County for Default of Contractor

Section 7.02. Should CONTRACTOR default in the performance of this AGREEMENT or materially breach any of its provisions, COUNTY, at COUNTY'S option, may terminate this AGREEMENT by giving written notification to CONTRACTOR.

Termination for Failure to Make Agreed Upon Payments

Section 7.03. Should COUNTY fail to pay CONTRACTOR all or any part of the compensation set forth in Article 4 of this AGREEMENT on the date due, CONTRACTOR, at the CONTRACTOR'S option, may terminate this AGREEMENT if the failure is not remedied by COUNTY within thirty (30) days from the date payment is due.

ARTICLE 8. GENERAL PROVISIONS

Notices

Section 8.01. Any notices to be given hereunder by either PARTY to the other may be effected either by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the PARTIES at the addresses appearing below, but each PARTY may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of two (2) days after mailing.

COUNTY: Mariposa County
          PO Box 7
          Mariposa, CA 95338

CONTRACTOR: Betty Massey
             4684 Morningstar Lane
             Mariposa, CA 95338

Entire Agreement of the Parties

Section 8.02. This AGREEMENT supersedes any and all agreements, either oral or written, between the PARTIES hereto with respect to the rendering of services by CONTRACTOR for COUNTY and contains all the covenants and agreements between the PARTIES with respect to the rendering of such services in any manner whatsoever. Each PARTY to this AGREEMENT acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any PARTY, or anyone acting on behalf of any PARTY, which are not
embodied herein, and that no other agreement, statement, or promise not contained in this AGREEMENT shall be valid or binding. Any modification of this AGREEMENT will be effective only if it is in writing signed by the PARTY to be charged.

Partial Invalidity

Section 8.03. If any provision in this AGREEMENT is held by a court or competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

Attorneys' Fees

Section 8.04. If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this AGREEMENT, the prevailing PARTY will be entitled to reasonable attorneys' fees, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which that PARTY may be entitled.

Governing Law

Section 8.05. This AGREEMENT will be governed by and construed in accordance with the laws of the State of California.

Executed at Mariposa, California, on the date and year first above written.

COUNTY:

[Signature]
Robert C. Stewart, Chairman
Board of Supervisors
Date: June 26, 2002

CONTRACTOR:

Contractor Signature
Date: ____________________________

Social Security or Taxpayer Identification Number 545-52-1133

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

[Signature]
JEFFREY G. GREEN, County Counsel
Exhibit A
Scope of Work

Contractor will provide professional, in-depth clinical counseling to children suffering physical abuse, sexual molest, intentional deprivation and neglect. Contractor will provide in-depth clinical counseling to the parents who have abused them.

Contractor will document all case contacts and chart clinical notes in a manner normally acceptable in a social service agency.

Contractor will draft court reports as appropriate.

Contractor will utilize the CWS/CMS computer system.

Contractor will work within the parameters of systematic risk assessment, consensus model.

Contractor will refer clients to other agencies, such as substance abuse, as appropriate. Those clients referred out for a particular service will be introduced to the other professionals and joint work will be accomplished.

Contractor will work within the laws and regulations governing juveniles and their families.

Contractor will meet the professional and ethnical standards of the National Association of Social Workers.

In all endeavors, contractor will strive for best practice approaches.

Contractor will work under the guidance of the Social Services Supervisor, who serves as Court Officer and liaison for the CWS/CMS system.