



**SECOND AMENDMENT TO CONTRACT
BETWEEN COUNTY OF SOLANO
and
THOMAS F. WHITE**

This Second Amendment is made on March 1, 2013 between the **County of Solano**, a political subdivision of the State of California ("County") and **Thomas F. White** ("Contractor").

1. Recitals

- A. The parties entered into a contract dated August 21, 2012 (the "Original Contract"), as amended by the First Amendment to Standard Contract, dated December 31, 2012 ("First Amendment," and together with the Original Contract, the "Contract") to provide technical assistance to the County Probation Department.
- B. The County now needs to expand the scope of work and extend the Contract to allow for continued services through December 31, 2014.
- C. This Second Amendment represents an extension of the Contract and an increase of \$50,000 in total compensation.
- D. The parties agree to amend the Contract as set forth below.

2. Agreement

A. Term of Contract

Section 2 is deleted in its entirety and replaced with:

The Term of this Contract is: August 21, 2012 through December 31, 2014

B. Contract Maximum

Section 3 is deleted in its entirety and replaced with:

The maximum amount of this Contract is: \$75,000.

C. Scope of Work

Under Contractor Duties:

Section 1 is amended to read:

- 1. To assist the Solano County Probation Department in assessing, developing, and implementing evidence-based probation practices within the Department's Adult Services Unit.

Section 2 is amended to read:

- 2. Contractor to provide the following general technical assistance services:
 - A. Conduct an organizational assessment of the Department's Adult Services Unit's alignment with evidence-based probation practices using the Evidence-Based Probation Practices Organizational Survey attached to and incorporated into this Contract as Attachment 1.
 - B. Working with a department staff advisory committee, analyze the organizational assessment results and prioritize projects for increasing the Department's alignment with evidence-based practices (EBP).
 - C. Coordinate staff training in evidence-based probation practices.

- D. Redesign the present client Risk and Needs Assessment process to promote case continuity, increased client engagement, client case planning, and targeted program referral.
- E. Develop a system to ensure client staff inter-coder reliability of the client assessment process.
- F. Develop a new "low risk" client supervision / monitoring program that provides differential supervision with corresponding standards.
- G. Develop a new system for case classification and supervision that supports case continuity, and maximizes equalizing workload distribution.
- H. Facilitate the establishment of a behavior change model of probation supervision to include supportive policy and procedures, and staff training and coaching.
- I. Conduct a gap analysis to identify client treatment interventions that need to be developed or expanded to address client criminogenic needs.
- J. Facilitate the identification of staff activities that are not directly connected to promoting positive client behavior change.
- K. Work with Department Supervisors to implement staff supervision activities that support identified evidence-based probation practices.

D. Payment Provisions

The first sentence in Section 1 of Exhibit B is amended as follows:

Maximum compensation for consultant services **shall not exceed \$75,000.**

Attachment B-2 is deleted in its entirety and replaced with:

1. For the period of time starting August 21, 2012 and ending December 31, 2014, the Budget is as follows:

Fee and Expenses:

Consult (81 days @ \$750 per day; both on-site, off-site, and travel days)	\$ 60,750
Airfare/Baggage Fees	1,200
Car Rental	1,200
Lodging (per diem \$80/day, 79 nights)	6,320
Meals/Incidentals (per diem \$56/day, 82 days)	4,592
Shuttle/Mileage (to/from airport)	100.00
Other Expenses (postage, copying, etc.)	<u>838</u>
TOTAL	\$ 75,000

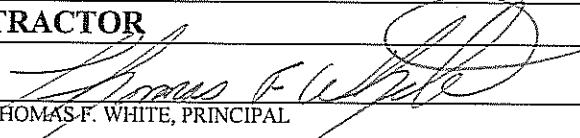
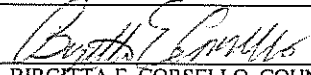
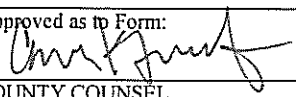
3. 2. Special Terms and Conditions

Section 8 of Exhibit D is deleted in its entirety and replaced with:

Notwithstanding section 2 of the Contract, and unless terminated by either party prior to December 31, 2014, this Contract shall be automatically extended through June 30, 2015 with no additional compensation to allow sufficient time for Contractor to complete services.

4. Effectiveness of Contract

Except as set forth in this Second Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

CONTRACTOR	COUNTY OF SOLANO
By  THOMAS F. WHITE, PRINCIPAL	By  BIRGITTA E. CORSELLO, COUNTY ADMINISTRATOR
_____	Approved as to Form: By  COUNTY COUNSEL

ATTACHMENT 1

**EVIDENCE-BASED PROBATION PRACTICES
ORGANIZATIONAL SURVEY**

SURVEY INSTRUCTIONS

Read each question carefully and put an "X" in the box number (1 through 5) under the column labeled 'Rating' for the answer that best describes you. The numbers correspond to the following rating guide:

- 5 = Describes my agency completely
- 4 = More or less describes my agency
- 3 = Neutral; both describes my agency and does not
- 2 = More or less does not describe my agency
- 1 = Absolutely does not describe my agency

SECTION ONE: CLIENT ASSESSMENT		
5 = Describes my agency completely 4 = More or less describes my agency 3 = Neutral; both describes my agency and does not 2 = More or less does not describe my agency 1 = Absolutely does not describe my agency	RATING	COMMENT
1. A validated actuarial based risk/need tool is used to determine a client's risk level, criminogenic needs, basic needs, and strengths.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
2. The risk / need assessment is validated and normed on the local offender population.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
3. The assessment information is routinely used to apply differential supervision accordingly.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
4. Specialized actuarial based assessment tools are in place, especially for offenders convicted of sexual and domestic violence crimes.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

5. Staff are trained to conduct the assessment interview, and the training includes developing the necessary technical/clinical skills to promote high integrity assessments.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
6. Quality assurance structures are in place to ensure that assessments are conducted appropriately and completed accurately.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
7. The assessment information is used in the development of recommendations for probation terms and conditions, treatment/intervention referral, and case planning.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8. Staff review and discuss with each client their assessment results.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Staff gauge the client's motivation and readiness to address the needs identified through the assessment process.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
10. Risk and needs assessment results along with the client's motivation are used to guide initial program referrals for the client.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
ADD THE NUMBERS UP IN THIS SECTION, AND ENTER THE TOTAL TO THE RIGHT:	TOTAL:	
DIVIDE THE TOTAL BY <u>10</u> – THIS IS YOUR AVERAGE FOR <u>THIS SECTION</u>	AVERAGE:	

SECTION TWO: CASE MANAGEMENT

5 = Describes my agency completely 4 = More or less describes my agency 3 = Neutral; both describes my agency and does not 2 = More or less does not describe my agency 1 = Absolutely does not describe my agency	RATING	COMMENT
1. Collaborative (with client input) Case Plans are being completed.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
2. Case Plans reflect client's assessed needs and level of motivation.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
3. Client Case Plans include achievable goals that have been prioritized, with realistic incremental steps identified.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
4. Specific behavior incentives for positive behavior and achievement are discussed and established with clients.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
5. Staff routinely focus on the most significant criminogenic needs as identified by the assessment tools.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
6. Staff routinely redirect client anti-social sentiment and affirm pro-social sentiment.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
7. Staff routinely teach concrete problem-solving skills to clients.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8. Staff routinely use practice sessions with the offenders to enhance skill building.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Program referrals are made to address client assessed criminogenic needs.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

10. Clients are being provided assistance in accessing social services and meeting their basic needs.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
11. Staff support encourage and positively reinforce client program participation and completion.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
12. During face-to-face contact with the client, staff use motivational interviewing skills to include physical attending, reflections, summarizations, affirmations, and open-ended questions.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
13. Staff work to connect clients with pro-social community supports.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
14. Staff provide a consistent and prompt response to all incidents of client non-compliance with supervision conditions by using graduated sanctions based on incident severity and the client's risk level.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
15. Staff respond to non-compliance by helping the client to examine and address the factors that contributed to their non-compliance.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
16. Staff work with clients prior to discharging from supervision to develop a discharge and relapse prevention plan.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
17. Quality assurance structures are in place for measuring and reinforcing sensitive and constructive staff communication skills and supervision contact quality.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
18. Policy and procedures promote and support quality supervision contacts and staff's ongoing communication skill improvement.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
ADD THE NUMBERS UP IN THIS SECTION, AND ENTER THE TOTAL TO THE RIGHT:	TOTAL:	
DIVIDE TOTAL BY 18 – THIS IS YOUR AVERAGE FOR <u>THIS SECTION</u>	AVERAGE:	

SECTION THREE: CLIENT TREATMENT INTERVENTIONS

5 = Describes my agency completely 4 = More or less describes my agency 3 = Neutral; both describes my agency and does not 2 = More or less does not describe my agency 1 = Absolutely does not describe my agency	RATING	COMMENT
1. Treatment interventions are supported by sound research of their effectiveness in reducing recidivism.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
2. Treatment interventions use the results of a risk and needs assessment to target the appropriate criminogenic needs.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
3. Treatment interventions use risk and needs assessment results to determine the intensity of service delivery.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
4. Treatment interventions use the client's assessed motivation level to determine the sequencing of service delivery.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
5. Treatment interventions incorporate client motivational enhancement strategies.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
6. Treatment interventions assess the client's learning style and cognitive functioning in determining how services are delivered.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
7. Treatment staff develop a written individualized service plan for each client.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8. Treatment staff review the individualized service plan with the client at least monthly and make changes accordingly.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Treatment interventions focus on changing the client's distorted thinking, and anti-social attitudes values, and beliefs through cognitive restructuring.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

10. Treatment interventions teach clients problem-solving and other pro-social skills using techniques grounded in behavioral, social learning and cognitive approaches.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
11. Treatment interventions provide clients with opportunities to practice and learn new skills and provide direct feedback.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
12. Treatment interventions use principles of positive reinforcement through a structured client behavior management system.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
13. Gender-specific treatment interventions are available for female clients.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
14. Treatment staff interact with clients by using communication skills (Motivational Interviewing) that will help the client to resolve any ambivalence toward changing their anti-social behavior.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
15. Treatment interventions provide for ongoing clinical supervision for staff delivering the intervention to the client to ensure quality program delivery.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
16. Treatment interventions provide for periodic quality assurance to ensure that treatment groups retain fidelity to the treatment model.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
17. Treatment interventions provide the client's family members an opportunity to obtain the knowledge and skills to provide support and reinforcement to the client.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
18. Community wrap-around social services are available for clients as part of a relapse prevention and treatment discharge plan.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
19. Treatment interventions collect and use client feedback and outcome data to assess, modify and improve treatment design and delivery.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
ADD THE NUMBERS UP IN THIS SECTION, AND ENTER THE TOTAL TO THE RIGHT:	TOTAL:	
DIVIDE TOTAL BY <u>19</u> – THIS IS YOUR AVERAGE FOR THIS SECTION	AVERAGE:	

SECTION FOUR: AGENCY MANAGEMENT

5 = Describes my agency completely 4 = More or less describes my agency 3 = Neutral; both describes my agency and does not 2 = More or less does not describe my agency 1 = Absolutely does not describe my agency	RATING	COMMENT
1. Management staff and supervisors clearly articulate an agency goal of reducing recidivism through positive client change to all staff.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
2. Administrators and managers collaborate with staff to develop strategies and initiatives for achieving recidivism reduction.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
3. Management staff collaborate with external stakeholders to develop partnerships and initiatives for achieving recidivism reduction.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
4. Management staff have established intermediate process and outcome measures to evaluate reductions in recidivism.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
5. Administrators and managers create a positive organizational culture through staff involvement and open and honest communication.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
6. Management staff create an agency culture and staff environment for continuous learning and improvement that supports the growth and development of staff.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
7. Administrators and managers create staff opportunities for shared power and responsibility for implementing Evidence-Based Practices.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

8. Management staff ensure organizational operational alignment with the principles of Evidence-Based Practices by modifying and developing supportive policy, procedures and performance standards.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
9. Management staff provide agency staff with the resources, tools, knowledge and skills needed to implement and support Evidence-Based Practices.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
10. Administrators and managers have established procedures and activities that provide opportunities for positive role modeling, performance feedback, and positive reinforcement for activities connected to recidivism reduction.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
11. Management staff ensure that staff performance measures and appraisals are congruent with and support Evidence-Based Practices.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
12. Client outcome measures are collected at the case level, officer level, and agency level on rearrests, condition violations without rearrest, program referrals according to risk, violation warrants, and client program retention.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
13. The agency provides for quality review and improvement for treatment program providers to maintain the fidelity and integrity of client treatment services.	1 2 3 4 5 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
ADD THE NUMBERS UP IN THIS SECTION, AND ENTER THE TOTAL TO THE RIGHT:	TOTAL:	
DIVIDE TOTAL BY 13 – THIS IS YOUR AVERAGE FOR THIS SECTION	AVERAGE:	