

**HEALTH AND HUMAN SERVICES COMMISSION
CONTRACT NO. HHS000612000001
AMENDMENT NO. 2**

The Health and Human Services Commission ("HHSC") and Alamo Area Council of Governments ("LIDDA"), collectively referred to in this Amendment as the "Parties," to that certain Performance Contract effective September 1, 2019 and denominated HHSC Contract No. HHS000612000001 ("Contract"), as amended, now want to further amend the Contract.

Whereas, the Parties want to revise Contract funding for certain LIDDA crisis programs and the Money Follows the Person Enhanced Community Coordination services and Transition Support Services; and

Whereas, the Parties want to revise certain performance requirements related to Money Follows the Person Transition Support Services.

The Parties therefore agree as follows:

1. Amendment to Attachment B

Attachment B of the Contract, Budget/Required Local Match, is hereby amended and restated its entirety in Attachment B-1.

Summary of the Amendments

- A. The amendment adds \$273,937.55 for Crisis Respite services provided by LIDDA for the period March 2020 through August 2020; and
- B. The amendment adds \$69,283.26 for Crisis Intervention services provided by LIDDA for the period March 2020 through August 2020.
- C. The amendment adds \$31,692.32 for Enhanced Community Coordination services provided by LIDDA for the period March 2020 through August 2020.
- D. The amendment adds \$316,344.30 for Transition Support Services provided by LIDDA for the period March 2020 through August 2020.

2. Amendment Regarding Transition Support Services

Attachment H-7, Transition Support Services, is hereby added to the Contract.

Summary of the Amendment

This amendment adds transition support services as a contracted service LIDDA is authorized to provide in accordance with the requirements of new Attachment H-7.

3. Amendment to Article V


Article V of the Contract, Contract Payment and Payment for Services, is hereby amended and restated in its entirety to read as follows:

- 5.1 The total amount of HHSC's share of this contract for fiscal year 2020 shall not exceed \$4,871,213.20. LIDDA's local match requirement for fiscal year 2020 is \$307,076.31. The revised total value of this Contract for fiscal year 2020 is \$5,178,289.51. Specific information related to each Parties' share of the revised Contract value is identified in Attachment B-1 Budget/Required Local Match.
4. This Amendment shall be effective on the date of the last signature below.
5. Except as modified by this Amendment, all terms and conditions of the Contract, shall remain in effect.
6. Any further revisions to the Contract shall be by written agreement of the Parties.

SIGNATURE PAGE FOLLOWS

**SIGNATURE PAGE FOR
HHSC CONTRACT NUMBER HHS000612000001**

**HEALTH AND HUMAN SERVICES
COMMISSION**

By:  _____
DocuSigned by:
CD39FD232D2A415...
Signature

Sonja Gaines

Printed Name

Assoc. Commissioner IDD/BH

Title

March 12, 2020

Date of Signature

ALAMO AREA COUNCIL OF GOVERNMENTS

By:  _____
DocuSigned by:
575164BC7AF4428...
Signature

Diane D. Rath

Printed Name

Executive Director

Title

March 11, 2020

Date of Signature

THE FOLLOWING DOCUMENTS ARE ATTACHED TO THIS AMENDMENT AND THEIR TERMS AND CONDITIONS ARE HEREBY INCORPORATED INTO THE CONTRACT BY REFERENCE:

Attachment B-1-Budget/Required Local Match

Attachment H-7-Transition Support Services

**ATTACHMENT B-1
BUDGET/REQUIRED LOCAL MATCH
ALAMO AREA COUNCIL OF GOVERNMENTS ("LIDDA")**

Introduction. HHSC shall authorize the Texas Comptroller of Public Accounts to release to the LIDDA the funds listed in Tables 1, 3, 4 and 6 to this Attachment B-1 in accordance with the following schedule: 40% at the commencement of the first quarter, 30% at the commencement of the second quarter, and 15% at the commencement of the third and fourth quarters of the subject fiscal year.

ARTICLE I . ALLOCATION OF FUNDS FOR LIDDA SERVICES IN FISCAL YEAR 2020

TABLE 1. FISCAL YEAR 2020 ALLOCATION SCHEDULE

General Revenue	Permanency Planning	CLOIP	IDC Crisis Intervention Specialists¹	IDC Crisis Respite Services	Total Not-to-Exceed Fiscal Year 2020 Allocation
\$3,411,959.00	\$62,649.65	\$208,531.00	\$208,110.26	\$495,571.55	\$4,871,213.20

TABLE 2. REQUIRED LOCAL MATCH FOR FISCAL YEAR 2020

Allocations Requiring Local Match	Required %	Required Local Match Amount
\$3,411,959.00	9.0%	\$307,076.00

¹ 1 FULL TIME EMPLOYEE -\$132,216.00

**ATTACHMENT B-1
BUDGET/REQUIRED LOCAL MATCH FISCAL
ALAMO AREA COUNCIL OF GOVERNMENTS**

ARTICLE II . OTHER SERVICES FOR FISCAL YEAR 2020

TABLE 3

Service Description	Fiscal Year 2020 Not-to-Exceed Amount
Enhanced Community Coordination 9/1/2019-12/31/2019	\$48,384.10
Enhanced Community Coordination 1/1/2020-8/31/2020	\$119,663.33
Transitional Support Teams 1/1/2020-8/31/2020	\$316,344.30

ARTICLE III . ALLOCATION OF FUNDS FOR LIDDA SERVICES IN FISCAL YEAR 2021

TABLE 4. FISCAL YEAR 2021 ALLOCATION SCHEDULE

General Revenue	Permanency Planning	CLOIP	IDC Crisis Intervention Specialists²	IDC Crisis Respite Services	Total Not-to-Exceed Fiscal Year 2021 Allocation

TABLE 5. REQUIRED LOCAL MATCH FOR FISCAL YEAR 2021

Allocations Requiring Local Match	Required %	Required Local Match Amount

² 1 FULL TIME EMPLOYEE = \$132,216.00

ARTICLE IV. OTHER SERVICES FOR FISCAL YEAR 2021

TABLE 6

Service Description	Fiscal Year 2021 Not-to-Exceed Amount
Enhanced Community Coordination	
Enhanced Community Coordination	
Transitional Support Teams	
Transitional Support Teams	

ATTACHMENT H-7

Transition Support Services

CLIDDA Name: Alamo Area Council of Governments

1.1 Transition Support Teams

- A. For designated service areas (DSAs) defined in Section B of this Attachment and subject to Health and Human Services Commission (System Agency) approval, the contracted local intellectual and developmental disability authority (CLIDDA), will implement a medical, behavioral, and psychiatric support program (Program). The Program will provide the support activities to local intellectual and developmental disability authorities (LIDDAs) and Home and Community-based Services (HCS) and Texas Home Living (TxHmL) program providers (Providers) that serve individuals with intellectual and developmental disabilities (IDD) at risk of being admitted into an institution, and those who have moved from institutional settings, including state supported living centers (SSLCs) and nursing facilities (NFs) (collectively, the "Individuals").
 1. The CLIDDA will develop a Program plan, to be submitted to and approved by System Agency, for implementing the Program and constituting a team of professionals (Team) as described in Section C of this Attachment.
 2. The Program will be designed to assist LIDDAs and Providers in providing effective services and supports to assist Individuals avoid institutionalization.
 3. The CLIDDA will ensure the Team provides:
 - (a) Educational activities, at least quarterly, and materials, such as webinars, videos and other correspondence, that is focused on increasing the expertise of LIDDA and Provider staff in supporting the individuals described above;
 - (b) Technical assistance, upon request from LIDDAs and providers, on specific disorders and diseases, with examples of best practices and evidence-based services for individuals with significant medical, behavioral and psychiatric challenges; and

- (c) De-identified (as necessary) case-specific peer review support to service planning teams that need assistance planning and providing effective care for an individual.

1.2 Designated Service Area

- A. The CLIDDA will provide the Program in the DSA that consists of the local service areas of the following LIDDAs:

1. Alamo Area Council of Governments
2. Camino Real Community MHMR Center
3. Gulf Bend MHMR Center
4. Hill Country Community MHMR Center

- B. CLIDDA will enter into an agreement with each of the LIDDAs identified in Section 1.2 A of this Attachment to serve as the representative for each of those LIDDAs local service areas. Additionally, under this agreement the CLIDDA will designate a medical specialist that will serve as each of these LIDDA's medical specialist described in the LIDDA Performance Contract, Attachment A-1, Statement of Work, and a behavioral specialist who will coordinate psychiatric and behavioral technical assistance.

1.3 Staff Resources

- A. As described in the CLIDDA's Program Plan, CLIDDA will:
 1. Assign a full time equivalent licensed health-related professional, such as a clinical social worker, to serve as the team coordinator.
 2. Designate additional licensed health related professionals with expertise working with individuals with IDD, such as:
 - (a) Physicians;
 - (b) Physician's Assistants;
 - (c) Nurse Practitioners,
 - (d) Registered Nurses;
 - (e) Psychiatrists;

(f)Psychologists;

(g)Behavioral Specialists.

1.4 Stakeholder Input

A. CLIDDA will appoint a stakeholder committee that will:

1. Provide input to the CLIDDA on the provision of the Program and assist in determining the needs of the LIDDAs and Providers in the DSA regarding the Program.

2. The stakeholder committee must include at least one person from each LIDDA's local service area Planning and Network Advisory Committee (PNAC) within the DSA and at least one of each of the following member types:

(a)Individual receiving LIDDA, HCS, or TxHmL services;

(b)Family members of an individual;

(c)Provider; and

(d)Advocacy organization.

1.5 Annual Stakeholder Survey

CLIDDA will conduct an annual survey of the LIDDAs and Providers in the DSA to determine the satisfaction with the educational opportunities, technical assistance and case reviews provided under the Program.

1.6 Performance Measures

A. CLIDDA will meet the following performance measures:

1. CLIDDA will provide effective support to LIDDAs and Providers with its Program activities.

2. CLIDDA will provide support based on the collaboration with the stakeholder committee and LIDDAs within the DSA, at least once per quarter. 3.

3. CLIDDA will provide effective communication to the LIDDAs and Providers in the DSA, that:

(a) Informs them of the availability and type of educational opportunities, at least quarterly; and

(b) Outlines how to request educational opportunities from the CLIDDA, at least quarterly.

4. Upon LIDDA and Provider requests, the CLIDDA will provide an initial response within three business days and will follow up to provide educational opportunities, technical assistance and case reviews related to the request.

1.7 Reporting

A. As described below, CLIDDA will maintain documentation and provide reporting by the 15th day of the month following each fiscal quarter:

1. A quarterly report related to the educational opportunities provided through the Program containing:

- (a) The name of the individual or entity requesting the educational opportunity;
- (b) The number and type of educational opportunities, technical assistance, and case reviews requested and the date the request was submitted;
- (c) The number and type of educational opportunities, technical assistance, and case reviews provided and the date they were provided;
- (d) The attendance roster for each educational opportunity, technical assistance, and case reviews provided; and
- (e) A quarterly expenditure report in a format developed in conjunction with and approved by System Agency.

2. An annual report containing the results of the survey conducted as described in Section E of this Attachment.

1.8 Payment

A. System Agency will pay an amount not to exceed the allocation to the CLIDDA to provide the Program described above. Funds will be paid in compliance with The OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG).

1. Under these federal requirements, the CLIDDA may request that payment be provided in advance or may submit requests for reimbursement of costs.

(a) Under 2 CFR §200.305, Reimbursement is the preferred method when the requirements in paragraph (b) cannot be met, when the federal awarding agency sets a specific condition per §200.207 (Specific conditions), or when a non-federal entity requests payment by reimbursement.

Requests for advance payment are subject to the financial management standards test and requirements established by UGG. An advance payment request must:

- i. be limited to cash needed to meet the immediate needs of the grant project;
- ii. minimize time between advances and payments for grants activities; and
- iii. must be deposited in a separate interest bearing account and interest earned on grant funds must be returned to the federal government.

(b) If the CLIDDA requests reimbursement for costs, CLIDDA must submit an invoice, on or before the 15th day of the following month, on a template provided by System Agency and include supporting documentation as described by System Agency.