

**EXHIBIT A to Agreement
between the COUNTY OF SACRAMENTO,
hereinafter referred to as "COUNTY," and
LEADERS IN COMMUNITY ALTERNATIVES, INC.,
hereinafter referred to as "CONTRACTOR"**

SCOPE OF SERVICES

I. SERVICE LOCATION(S)

Facility Name(s): Probation Adult Court & Pretrial Services
Street Address: 711 E St
City, State, Zip Code: Sacramento, CA 95814

II. DESCRIPTION OF SERVICES

- A. CONTRACTOR shall, through a trauma-informed approach, conduct strength and needs-based assessments to all probation referred clients of the Probation Pretrial Release Program to determine a plan of support.
- B. CONTRACTOR services shall include two Full-time Pretrial Navigators and shall include the following:
1. Develop a "Pretrial Navigator" who will work directly with clients of the Probation Pretrial Release Program upon request.
 2. Complete a comprehensive intake interview, including collecting current contact information, giving an overview of program services, and answering any immediate questions.
 3. Develop Individualized Case Plans in collaboration with clients, implementing a needs assessment tool to coordinate services in order to connect clients with supportive resources and target barriers.
 4. Assist with bridging barriers by staying connected and assisting clients to overcome risks associated with keeping court hearing dates.
 5. Assist in barrier removal by providing linkage to the following services determined by assessments:
 - Driver's License

- Identification Card
 - Transportation
 - Nutrition
 - Housing
 - Employment
 - Behavioral and physical health
 - Alcohol or substance use treatment
 - Education
 - Skills development
 - Mentoring
 - Civic engagement
 - Positive social activities
 - Others, as deemed necessary
6. Work collaboratively with Adult Pretrial-Services, on-site Department of Human Assistance Specialist, and other community-based providers.
 7. Provide one-on-one case management support using strength-based case management to assess a client's strengths and needs (with particular emphasis on those strengths identified by the client). The Pretrial Navigator and the client will build upon identified strengths and needs to incorporate them into the client's individualized service plan.
 8. Voluntary program participation from Pretrial Release Program clients
 9. Reviews of clients' progress in the program, identifying milestones achieved, and developing new milestones. Address internal and external barriers which may be affecting clients' progress in the program.
- C. CONTRACTOR shall submit a MONTHLY aggregate outcome report based on Pretrial monitoring levels (A, B or C) to include:
1. The number of program clients referred
 2. The number of active clients
 3. The number of program clients who remain in compliance with court hearings
 4. The number of clients who failed to appear
 5. The number of program clients who complete needs assessment

6. The number of program clients who complete a case plan
 7. The number of program clients who complete their monthly goals according to their case plan
 8. The number of program clients and type who received barrier-removal services (section II, B-5)
- D. CONTRACTOR Shall provide their staff assigned to the Probation Department Adult Court Services – Pretrial Release Program located at 711 E Street, Sacramento, with a work station including cell phones, computer equipment, printers, supplies, mailboxes and other support services as needed.
- F. During times in which CONTRACTOR must follow social distancing and/or other guidelines with regards to the COVID-19 pandemic or any other public health emergency, CONTRACTOR shall provide the same services as described above virtually over phone, text, email, and video conferencing.