



## Interoffice Memorandum

April 26, 2023

TO: Mayor Jerry L. Demings  
-AND-  
County Commissioners

~~FROM:~~ Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Donna Wyche, Manager, Mental Health and Homelessness Issues Division  
407-836-7608

SUBJECT: Approval of Amendment No. 7, Contract Y20-1041, Youth Mental Health Management Network Pilot

### ACTION REQUESTED:

Approval of Amendment No. 7, Contract Y20-1041, Youth Mental Health Management Network Pilot, with Embrace Families Solutions, Inc., in the amount of \$96,000, for a revised total contract amount of \$620,213.29.

### PROCUREMENT:

This Amendment will extend the contract term from May 31, 2023 to September 30, 2023 to allow for the execution of a new Memorandum of Understanding referred to as the Youth Mental Health Management Network Consortium Agreement. It is necessary the Consortium Agreement is completed before a contract to replace these services can be executed. The amendment also adds funding to support operations during the extension term.

### FUNDING:

Funding is available in account number 0001-062-2504-8610.

### APPROVALS:

The Mental Health and Homelessness Issues Division concurs with this request.

### REMARKS:

The Board authorized award of Y20-1041 on April 7, 2020, in the estimated annual contract amount of \$331,851.77 for a one-year term with further approval for the Procurement Division to renew the contract for two additional one-year terms.

**Youth Mental Health Management Network Pilot ("Pilot Project")** was developed out of necessity in April 2018 to address the behavioral needs of youth, between the ages of 13 and 16, who have had two or more inpatient hospitalizations within a 12-month period, with many of these readmissions having occurred within 30 days of discharge.

Research and planning for the Pilot Project began in early 2014. The research conducted by the collection of stakeholders created the framework for the Youth Mental Health Commission and later for the Pilot Project. In early 2014, the Board heard the recommendations and approved the implementation of the Pilot Project.

After receiving approval from the Board, the research and planning committees informally became the Management Network and entered into a formal agreement in November 2017 to become the Youth Mental Health (YMH) Management Network Consortium. The YMH Management Network Consortium was responsible for oversight of the Pilot Project. The Pilot Project, called Breakthrough, was launched in April 2018.

**Program Goals** include improving mental health outcomes, preventing, or reducing severe aggressive behavioral, emotional, and psychiatric issues in children. The pilot was designed to:

1. Provide clinically appropriate, integrated treatment and increase coping skills to prevent future hospitalizations.
2. Utilize key components of the System of Care model, including youth-voice, family-choice-focused treatment, and a Family Support Navigator.
3. Increase youth and family functioning, at the individual and family level, across specific domains based on an individual's needs and strengths of youth and families.

**Enrollment/Referral Criteria:** In the current iteration, The Pilot Project (Breakthrough) targets youth between nine and 17 years of age with a history of at least two psychiatric hospitalizations in need of increased support. Additional referral criteria require youth to be residents of Orange County and be in the care of a permanent care giver.

**Referrals/how people know about the services:** In the current iteration, the Pilot Project (Breakthrough) primary referral sources are the psychiatric hospitals, Central Florida Behavioral Health, and University Behavioral Center.

Previous contract amendments are as follows:

- Amendment No. 1: Renewed contract for the period of May 15, 2021 through May 14, 2022
- Amendment No. 2: Increased the contract amount for period of May 15, 2021 through May 14, 2022 due to changes in scope, amended Exhibit A to add a one-time payment of \$539,000 to the 2021-2022 term; amended Exhibit B to add a Family Support resource; amended Exhibit C Staff Budget; and added Exhibit F to include scope for Coordination Supervisor position. The \$539,000 one-time payment comes from excess funds available to the department from a cancelled contract. The contract amount for year three was established at \$479,815.95.

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- Amendment No. 3: Changed the contract term from May 15, 2021 through May 14, 2022 to May 15, 2021 to May 31, 2022 and increased funding by \$4,902.82, for a revised total contract amount of \$484,754.77. The contract was also renewed for the period of June 1, 2022 through May 31, 2023 and Exhibit C was replaced in its entirety by Exhibit C (Rv. 1).
- Amendment No. 4: Reallocated under-spent funding in the 2021-2022 Navigator Fund Budget and added Exhibit G to the Scope of Services. The total contract amount remained \$484,754.77.
- Amendment No. 5: Increased the contract total by \$39,458.52, for a revised total contract amount of \$524,213.29 and replaced Exhibit C Rv. 1 with Exhibit C-3. Also corrected Amendment No. 3, which had not reflected the increase of \$4,938.82.
- Amendment No.6: Added the Business Associate Addendum as Exhibit H.