



# COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242  
(562) 940-2501



**GUILLERMO VIERA ROSA**  
Chief Probation Officer

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

October 08, 2024

65 October 8, 2024

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

*Edward Yen*  
EDWARD YEN  
EXECUTIVE OFFICER

Dear Supervisors:

**AUTHORIZE THE CHIEF PROBATION OFFICER TO ENTER INTO A NON-FINANCIAL  
MEMORANDUM OF UNDERSTANDING WITH UNITED FRIENDS OF CHILDREN TO PROVIDE  
SECONDARY AND POST-SECONDARY EDUCATIONAL SUPPORT SERVICES PILOT  
PROGRAM TO PROBATION YOUTH**

**(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

### SUBJECT

This is to request that your Board authorize the Chief Probation Officer to enter into a non-financial Memorandum of Understanding (MOU) with United Friends of Children (UFC) in order to provide a Secondary and Post-Secondary Educational Support Services Pilot Program to Probation Youth.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Authorize the Chief Probation Officer to execute, and enter into, the attached non-financial MOU (Attachment) with UFC to provide a Secondary and Post-Secondary Educational Support Services Pilot Program to eligible probation youth, to be conducted at public spaces within the community.
2. Delegate authority to the Chief Probation Officer to negotiate, execute, amend, modify, terminate, and/or extend this MOU, upon approval as to form by County Counsel.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to authorize the Chief Probation Officer to enter into a non-financial MOU with UFC to provide a Secondary and Post-Secondary Educational Support Services Pilot to probation youth at public spaces in the community such as parks, recreation centers and libraries, and at school sites. The purpose of the pilot program is to provide probation youth with a range of supportive services, activities, and guidance, which is focused on secondary and post-secondary educational attainment and access, to support the participants' success. The pilot program will serve approximately twenty (20) male and female youth aged thirteen (13) to eighteen (18).

The County of Los Angeles Probation Department (Probation) and UFC propose this pilot program consistent with current County and State priorities. Pursuant to Senate Bill (SB) 12 (2018), the California Fostering Connections to Success Act, SB 12 sets forth statutory requirements regarding procedures, and instructions for case plans related to providing these services.

The implementation and evaluation of this pilot program will provide a unique opportunity to study the pilot outcome and understand the impact of educational support on educational achievement and success. The results of the pilot evaluation will permit Probation and UFC to assess the extent that educational engagement boosts the completion of post-secondary programs.

### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the County of Los Angeles Strategic Plan Goal I: Make Investments That Transform Lives. Specifically, it will address Strategy I.2 to Enhance Our Delivery of Comprehensive Interventions, and Goal III: Realize Tomorrow's Government Today.

### **FISCAL IMPACT/FINANCING**

The proposed MOU is non-financial and has no fiscal impact.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The non-financial MOU includes all contractual requirements and will be executed upon approval as to form by County Counsel.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of these recommendations will allow Probation to collaborate with UFC in the implementation and evaluation of the pilot program. Participants will be integrated into a range of supportive services, activities, and guidance focused on secondary and post-secondary educational attainment. There will be no other impact to services.

The Honorable Board of Supervisors

10/8/2024

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Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Guillermo Viera Rosa".

GUILLERMO VIERA ROSA

Chief Probation Officer

GVR:TH:JK;jk

Enclosures

c: Executive Officer  
Chief Executive Office  
County Counsel

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
COUNTY OF LOS ANGELES PROBATION DEPARTMENT  
AND  
UNITED FRIENDS OF THE CHILDREN  
FOR  
SECONDARY AND POST-SECONDARY EDUCATIONAL SERVICES PILOT  
PROGRAM**

This Memorandum of Understanding (MOU) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024 between the County of Los Angeles Probation Department, hereinafter referred to as Probation, and United Friends of the Children (UFC), hereinafter referred to as UFC. For purposes of this MOU, Agency and County are each a “Party” to this MOU, and are collectively referred to as the “Parties.” UFC is located at 1055 Wilshire Blvd. Suite 1550, Los Angeles, CA 90017.

**I. PURPOSE**

The County of Los Angeles Probation Department (Probation) and United Friends of the Children (UFC) (the parties) propose a pilot program to provide a Secondary and Post-Secondary Educational Support services to eligible participants, an objective consistent with current County and State priorities. Pursuant to Senate Bill (SB) 12 (2018), the California Fostering Connections to Success Act, SB 12 sets forth statutory requirements regarding procedures, and instructions for case plans related to providing these services.

Pilot program participants will be integrated into a range of supportive services, activities, and guidance focused on access to, and attainment of, post-secondary education. This includes, but is not limited to, connecting participants to secondary and post-secondary education financial aid, supporting participants in researching, and applying to, secondary and post-secondary education programs, and providing “systems navigation” to support the participants’ success.

**II. SCOPE OF WORK**

The parties agree that the purpose of the MOU is for targeted participants to engage in upper secondary and post-secondary educational achievement programming.

Upper secondary education is defined as services rendered to 13–18-year-olds, centered on tutorial supports, career/college exploration, and/or internship opportunities. Post-secondary education is defined as any post-high school educational, degree, certification, vocational, and/or training programs.

The parties agree to share data from this pilot to determine the outcome of the program.

The parties will maintain a sustained number of 20 participants during the pilot duration. Pilot program outcomes will include the tracking of data for retention, attrition, and completion rates.

### **Participant Pilot Program Eligibility**

Participants are eligible for a referral and services if they are as follows:

- Juvenile Probationers under the supervision and care of Probation who are 13-18 years of years of age and are currently suitably placed in a foster care setting with a relative caregiver.
- Non-Minor Dependents (NMDs) as described in WIC Code § 450 – who are in extended foster care) and who are no older than 19 years, three months of age at the time of referral. Those who are referred at the age of 19 may continue to receive services up to the age of 21 and receive up to two years of service.

### **III. TERM**

The term of this MOU shall commence upon the execution date of the MOU and shall continue for a two (2) year period. Any additional renewals will be subject to approval by Probation and UFC. This MOU may be terminated at any time, without cost, by either party upon thirty (30) days prior written notice to the respective party.

### **IV. FUNDING**

This is a non-financial MOU.

### **V. UFC RESPONSIBILITIES**

#### **Intake, Enrollments, and Assessments**

Once UFC receives a referral from the Department of Probation, the United Friends Intake Coordinator will initiate an enrollment and assessment process with referred eligible participants. That process includes the following elements:

- Communication with the youth's caregiver and/or, educational rights holder.
- The caregiver and youth completing enrollment paperwork.
- For Juvenile Probationers, receipt and review of the youth's conditions of probation.
- For Non-Minor Dependents, a receipt and review of the court's order for transitional jurisdiction under WIC §450
- Receipt and review of the participant's most current academic transcripts.

UFC will assign an Outreach and Intake Coordinator who will be responsible for communicating vacancies with a central contact in the PAUR unit to inform when a youth has exited the program, and that a new referral can be made.

**Assessment, Planning, Goal Setting:**

Once accepted into the pilot program by UFC, participants will be assigned an individual counselor. The counselor will conduct an initial individualized (1:1) session to build rapport with the participant with the intent of understanding each participant's priorities and educational background. The counselor will work with each participant to complete the assessment tools that assess and identify needs as they relate to school, career exploration, identity development, and support networks.

Based on the assessment, the counselor and participant will work together to set educational and personal goals, as well as action plans. These goals and planning documents form the basis of ongoing 1:1 sessions and program engagement, and the counselors will conduct new assessments twice a year to measure participants' progress.

For the purpose of setting the participant's educational goals and action plans, the UFC counselor will participate in the participant's Child and Family Team Meetings when educational matters are discussed.

Services will be delivered in the public spaces in the community such as parks, recreation centers and libraries, and at school sites where UFC has an established school district that allows for on-campus meetings. Group workshops will occur on college campuses and in other community locations.

Pilot program participants will be integrated into the following program activities:

- **Individual Coaching**

UFC counselors will provide weekly individualized coaching sessions, identify academic goals, provide ongoing social-emotional support, engage in problem-solving activities, and identify and access as-needed community resources, when appropriate.

- **Secondary & Post-Secondary Educational Advocacy, Tutoring and Supportive Services**

UFC Counselors will regularly assess participants' academic progress and provide a range of supports to help participants identify and meet their academic goals to include, but not be limited to, the following: assisting participants with course selection, identifying areas where participants need

more academic support, and helping participants ensure they are on track to graduate. As needed, counselors can also participate in Individual Education Plan (IEP) meetings and otherwise advocate to help participants secure educational resources and services.

UFC will host academic skill-building workshops and maintain a budget for tutoring services and enrichment activities.

- **College Planning & Career Exploration**

UFC will provide individual coaching and group workshops to promote participants' confidence and motivation toward attending college. UFC will also engage participants in a range of career exploration activities. UFC will facilitate discussion with participants to discuss their interests, conduct career inventories, and hear from speakers from a range of professions. Once participants have chosen a direction, counselors help them create a plan to achieve that goal. Counselors will assist participants in completing college and financial aid applications, as well as supporting the completion of admissions requirements for trade certification programs, community college, and bachelor's degree granting institutions (colleges and universities).

- **Collaboration with Caregivers**

UFC will provide individual check-ins with relative caregivers in order to share the participant's personal and academic goals and progress. UFC will also provide coaching to support those goals and collaborate with the counselor and any other supportive adults in the participant's network.

UFC will maintain a budget to help address unexpected financial emergencies experienced by participants that may impact the youth's ability to succeed.

- **Peer and Community Connections**

UFC will provide group workshops and events to support participants in learning new skills while connecting them with other program participants with a shared experience in the child welfare system. Areas of focus include academic skills building, identity formation, socio-emotional learning, social justice and leadership training. Those receiving services will also participate in community events and celebrations, including graduation celebrations and holiday gatherings.

- **Targeted College Planning & Career Exploration**

UFC will design targeted workshops for participants. Topics will include, but not be limited to, an exploration of California's four systems of higher education – Private Colleges and Universities, the University of California System, the California State University system, and Community College, financial aid and Free Application for Federal Financial Aid (commonly known as FAFSA), post-secondary admissions applications, and how to apply for various other support programs. Spring and summer workshops will specifically prepare participants to apply to post-secondary trade schools and colleges in the fall or after the winter break. UFC will also invite speakers throughout the year to expose participants to various career tracks to further motivate participants towards college.

**Outcome Measures**

Objective	Goal	Outcome Measures
1. Increased awareness of college and career pathways.	70%	% of participants who will demonstrate an increase in knowledge based on pre- and post-surveys completed at workshops
2. Increased ability of participants to develop goals for their education as it relates to secondary or post-secondary matriculation or graduation.	70%	% of participants in the program who have met one goal in their educational plan.
3. Improved or continued progression in secondary and post-secondary education	70%	% of participants who matriculate to the next grade level of a secondary or post-secondary program
4. Matriculation into secondary or post-secondary educational program	50%	% of participants who start a GED program or enroll in a post-secondary program (such as a bachelor's degree granting institution, two-year college, or trade school)
5. Completion of secondary or post-secondary program.	70%	% of participants who graduate from high school, trade school, certification program, or two- or four-year college.



## **VI. PROBATION RESPONSIBILITIES**

### **Referrals:**

Deputy Probation Officers will make referrals for eligible participants through the Probation Department's Prospective Authorization and Utilization Review (PAUR) Unit. Probation staff will refer new participants until 20 slots are filled and maintained at that number during the term of this agreement.

### **Staffing:**

Probation will assign Deputy Probation Officer IIs who will be responsible for referring eligible participants. DPOs will work with the UFC counselor in support of all post-secondary educational activities and will invite the counselor to Child and Family Team Meetings.

Probation will assign a Program Manager to provide oversight.

## **VII. INFORMATION TO BE SHARED**

UFC shall work with the designated Probation's program coordinator at each site to facilitate communication with parents/caregivers, if applicable.

The information shared with the designated Probation program coordinator shall be limited to providing staff contact information (education counselor and intake coordinator). Information about youth participation in the program, such as the frequency of their counselor meetings, progress towards stated goals, grades, workshop dates, locations, and attendance, maybe be shared with caregivers and educational rights holders.

## **VIII. DATA TRANSFER**

The parties agree to share data from this pilot to determine the outcome of the program. Data points will include objective outcomes measures listed previously in this document. In addition to those outcome measures, shared data will also include:

- Counselor and youth participant meeting attendance rates,
- Workshop attendance rates,
- Retention and attrition rates of youth in the program.

## **IX. BACKGROUND AND SECURITY INVESTIGATIONS**

Background and security investigations of Agency's staff are required as a condition of beginning and continuing work under the MOU. The cost of background checks is the responsibility of the Agency. Agency shall be responsible for the ongoing implementation and monitoring of Sub-paragraphs 1 through 6. On

at least a quarterly basis, Agency shall report, in writing, monitoring results to the County, indicating compliance or problem areas. The elements of the monitoring report shall receive prior written approval from County.

1. Agency shall submit the names of Agency's or Subcontractor's employees to the County Program Manager prior to the employee starting work on this MOU. The County will schedule appointments to conduct background investigation/record checks based on fingerprints of Agency's or Subcontractor's employees and shall conduct background investigations of Agency's or Subcontractor's employees at any time. **The Agency's or Subcontractor's employees shall not begin work on this MOU before receiving written notification of clearance from County.**
2. No personnel employed by the Agency or Subcontractor for this service, having access to County information or records, shall have a criminal conviction record or pending criminal trial unless such information has been fully disclosed to County and the employment of the employee for this service is approved in writing by the County.
3. County reserves the right to preclude Agency or Subcontractor from employment or continued employment of any individual performing services under this MOU.
4. No Agency or Subcontractor staff providing services under this MOU shall be on active probation or parole.
5. Agency or Subcontractor staff performing services under this MOU shall be under a continuing obligation to disclose any prior or subsequent criminal conviction record or any pending criminal trial to the County.
6. Because County is charged by the State for checking the criminal records of Agency's or Subcontractor's employee, County will bill Agency to recover all expenses to perform said records check. The current amount is \$49.00 per record check, which is subject to change by the State.

#### **X. CONFIDENTIALITY**

The Agency shall be responsible for safeguarding all County information and data provided to the Agency.

1. Agency shall maintain the confidentiality of all records and information in accordance with all applicable federal, state and local laws, rules, regulations, ordinances, directives, guidelines, policies and procedures relating to confidentiality, including, without limitation, County policies concerning information technology security and the protection of confidential records and information.

2. Agency shall inform all of its officers, employees, agents and Subcontractors providing services hereunder of this confidentiality Section of the MOU.
  - a) Agency shall sign and adhere to the provisions of *Exhibit A, Contractor Acknowledgement and Confidentiality Agreement*.
  - b) Agency shall cause each employee performing services covered by this MOU to sign and adhere to the provisions of *Exhibit B, Contractor Employee Acknowledgment and Confidentiality Agreement*.
  - c) Agency shall cause each non-employee performing services covered by this MOU to sign and adhere to the provisions of *Exhibit C, Contractor Non-Employee Acknowledgment and Confidentiality Agreement*.
3. Agency shall indemnify, defend, and hold harmless County, its officers, employees, and agents, from and against any and all claims, demands, damages, liabilities, losses, costs and expenses, including, without limitation, defense costs and legal, accounting and other expert, consulting, or professional fees, arising from, connected with, or related to any failure by Agency, its officers, employees, agents, or Subcontractors, to comply with this Section as determined by County in its sole judgment. Any legal defense pursuant to Agency's indemnification obligations under this Paragraph shall be conducted by Agency and performed by counsel selected by Agency and approved by County. Notwithstanding the preceding sentence, County shall have the right to participate in any such defense at its sole cost and expense, except that in the event Agency fails to provide County with a full and adequate defense, as determined by County in its sole judgment, County shall be entitled to retain its own counsel, including, without limitation, County Counsel, and reimbursement from Agency for all such costs and expenses incurred by County in doing so. Agency shall not have the right to enter into any settlement, agree to any injunction, or make any admission, in each case, on behalf of County without County's prior written approval.

4. Confidentiality of Adult and Juvenile Records

Agency shall comply with state laws which provide that all adult and juvenile records and County case information provided to Agency is confidential and no such information shall be disclosed except to those authorized employees of County and other law enforcement agencies. (California Welfare and Institutions Code § 827 and 828, and Penal Code § 1203.05, and 1203.09 and 11140 through 11144).

5. Agency shall provide to its employees copies of all code sections cited in this Section of the MOU, and forms to sign (*Refer to Exhibit D, Confidentiality of CORI Information*) regarding confidentiality of the information in adult and juvenile records. Agency shall retain original CORI signed forms and forward

copies to the County Program Manager within five (5) business days of start of employment.

6. Violations: Agency agrees to inform all its employees, agents, Subcontractors, and partners of the above provisions, and that any person who knowingly and intentionally violates the provisions of said state law is guilty of a misdemeanor.

## **XI. INDEMNIFICATION**

Agency shall indemnify, defend and hold harmless County, its Special Districts, elected and appointed officers, employees, and agents from/against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with the Agency's acts and/or omissions arising from and/or relating to this MOU.

## **XII. GENERAL PROVISIONS FOR ALL INSURANCE COVERAGE**

Without limiting Agency's indemnification of County, and in the performance of this MOU and until all of its obligations pursuant to this MOU have been met, Agency shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in Sections IX and X of this MOU. These minimum insurance coverage terms, types and limits (the "Required Insurance") also are in addition to, and separate from, any other contractual obligation imposed upon Agency pursuant to this MOU. The County in no way warrants that the Required Insurance is sufficient to protect the Agency for liabilities which may arise from or relate to this MOU.

### **1. Evidence of Coverage and Notice to County**

- Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) has been given Insured status under the Agency's General Liability policy, shall be delivered to County at the address shown below and provided prior to commencing services under this MOU.
- Renewal Certificates shall be provided to County not less than ten (10) days prior to Agency's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required Agency and/or Subcontractor insurance policies at any time.
- Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this MOU by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the Agency identified as the contracting party in this MOU. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of

Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.

- Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Agency, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

Certificates and copies of any required endorsements shall be sent to:

**Julietta Karapetyan, Contract Analyst  
County of Los Angeles Probation Department  
Contracts & Grants Management Division  
9150 East Imperial Highway, Room D-29  
Downey, CA 90242**

- Agency also shall promptly report to County any injury or property damage accident or incident, including any injury to an Agency employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Agency. Agency also shall promptly notify County of any third-party claim or suit filed against Agency or any of its Subcontractors which arises from, or relates to, this MOU, and could result in the filing of a claim or lawsuit against Agency and/or County.

## **2. Additional Insured Status and Scope of Coverage**

The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents) shall be provided additional insured status under Agency's General Liability policy with respect to liability arising out of Agency's ongoing and completed operations performed on behalf of the County. County and its Agents' additional insured status shall apply with respect to liability and defense of suits arising out of the Agency's acts or omissions, whether such liability is attributable to the Agency or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

**3. Cancellation of or Changes in Insurance**

Agency shall provide County with, or Agency's insurance policies shall contain, a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. This written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the MOU, in the sole discretion of the County, upon which the County may suspend or terminate this MOU.

**4. Failure to Maintain Insurance**

Agency's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the MOU, upon which County immediately may withhold payments due to Agency, and/or suspend or terminate this MOU. County, at its sole discretion, may obtain damages from Agency resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Agency, deduct the premium cost from sums due to Agency or pursue Agency reimbursement.

**5. Insurer Financial Ratings**

Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.

**6. AGENCY's Insurance Shall Be Primary**

Agency's insurance policies, with respect to any claims related to this MOU, shall be primary with respect to all other sources of coverage available to Agency. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Agency coverage.

**7. Waivers of Subrogation**

To the fullest extent permitted by law, the Agency hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this MOU. The Agency shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to affect such waiver.

**8. Subcontractor Insurance Coverage Requirements**

Agency shall include all Subcontractors as insureds under Agency's own policies or shall provide County with each Subcontractor's separate evidence

of insurance coverage. Agency shall be responsible for verifying that each Subcontractor complies with the Required Insurance provisions herein and shall require that each Subcontractor name the County and Agency as additional insureds on the Subcontractor's General Liability policy. Agency shall obtain County's prior review and approval of any Subcontractor request for modification of the Required Insurance.

**9. Deductibles and Self-Insured Retentions (SIRs)**

Agency's policies shall not obligate the County to pay any portion of any Agency deductible or SIR. The County retains the right to require Agency to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Agency's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

**10. Claims Made Coverage**

If any part of a Required Insurance policy is written on a claim made basis, any policy retroactive date shall precede the effective date of this MOU. Agency understands and agrees it shall maintain such coverage for a period of not less than three (3) years following MOU expiration, termination or cancellation.

**11. Application of Excess Liability Coverage**

Agency may use a combination of primary, and excess insurance policies which provide coverage as broad as the underlying primary policies, to satisfy the Required Insurance provisions.

**12. Separation of Insureds**

All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

**13. Alternative Risk Financing Programs**

The County reserves the right to review, and then approve, Agency use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County and its Agents shall be designated as an Additional Covered Party under any approved program.

#### 14. **County Review and Approval of Insurance Requirements**

The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

### **XIII. INSURANCE COVERAGE**

1. **Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

2. **Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Agency's use of autos pursuant to this MOU, including owned, leased, hired, and/or non-owned autos, as each may be applicable.
3. **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Agency will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Agency's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

4. **Sexual Misconduct Liability**

Insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$2 million per claim and \$2 million aggregate, and claims for negligent employment, investigation, supervision, training, or retention of, or failure to report to proper authorities, a person(s)



who committed any act of abuse, molestation, harassment, mistreatment, or maltreatment of a sexual nature.

**5. Professional Liability-Errors and Omissions**

Insurance covering Contractor’s liability arising from or related to this MOU, with limits of not less than \$1 million per claim and two (\$2) million aggregate. Further, Contractor understands and agrees it shall maintain such coverage for a period of not less than three (3) years following this MOU’s expiration, termination, or cancellation.

**XIV. TERMINATION**

Either party may terminate this MOU, in whole or in part, for any reason whatsoever with thirty (30) calendar days of advance written notice to the other party.

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**IN WITNESS WHEREOF**, Probation and UFC have caused this MOU to be executed on their behalf by their authorized representatives, on the day, month, and year first above written. The person signing on behalf of UFC warrants that he or she is authorized to bind UFC and attests under penalty of perjury to the truth and authenticity of representations made and documents submitted and incorporated as part of this MOU.

COUNTY OF LOS ANGELES  
PROBATION DEPARTMENT

By \_\_\_\_\_  
GUILLERMO VIERA ROSA  
CHIEF PROBATION OFFICER

\_\_\_\_\_  
Date

**UNITED FRIENDS OF THE CHILDREN**

By \_\_\_\_\_

\_\_\_\_\_  
Name (Typed or Printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

DAWYN HARRISON  
COUNTY COUNSEL

By \_\_\_\_\_  
JASON C. CARNEVALE  
DEPUTY COUNTY COUNSEL

Date: \_\_\_\_\_