

**- MEMORANDUM -**

DATE: February 15, 2022

TO: Alameda County Behavioral Health Community-Based Organizations

FROM: Cecilia Serrano, Finance Director  
Imo Momoh, Deputy Director, Plan Administrator  
Karyn Tribble, PsyD, LCSW, ACBH Director

SUBJECT: **FISCAL YEAR 19-20 Continuity of Payments and Cost Settlement**

Alameda County Behavioral Health (ACBH) is sharing an update regarding the Fiscal Year (FY) 19-20 Cost Settlement. ACBH recognizes the COVID-19 pandemic significantly impacted Community-Based Organizations (CBOs), causing challenges in service delivery to the clients in our community. On March 24 and April 28, 2020, the Board of Supervisors approved advance payments for the CBOs to opt in as a temporary measure to stabilize cashflow. In addition, ACBH shared information and guidelines for continuity of payment including procedures and Frequently Asked Questions (see attached).

For FY 19-20 cost settlement, CBOs will report actual cost for the full FY in the regular annual Cost Report and include justification of services that were impacted by the pandemic in the Cost Report Cover Letter. ACBH will continue to settle per the terms of the contract as follows:

- Cost-Based contracts will be settled at cost at the lower of actual cost per unit up to the County Contract Maximum Rates (adjusted due to the impact of the pandemic) or customary (published) charges for services provided during the contract period capped at contract maximum. For your reference, attached is the FY 19-20 Published County Contract Maximum Rate Sheet.
- Negotiated or Fee-For-Service contracts will continue to be settled based upon the units of service provided.

If you should have any questions regarding the rates, please contact the assigned Fiscal Contract Manager. For cost report questions, please contact Mandy Chau, Audit and Cost Reporting Director at [mandy.chau@acgov.org](mailto:mandy.chau@acgov.org) or 510-639-1308.

As ACBH continues to support the CBOs to deliver the essential services to the clients in Alameda County, we appreciate our continued partnership and collaboration during this critical time.

cc: Executive Team  
Operational Leadership  
Contracts Unit

Enclosures: Frequently Asked Questions Document  
Published County Contract Maximum Rate Sheet FY 19-20

