



LASSEN COUNTY

Health and Social Services Department

- ☐ **HSS Administration**
1345 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8128
- ☐ **Public Guardian/Administrator**
1345 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8337
- ☐ **Housing & Grants**
1445 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8309
- ☐ **Behavioral Health**
555 Hospital Lane
Susanville, CA 96130
(530) 251 - 8108
- ☒ **Public Health**
1445 Paul Bunyan Road, Ste B
Susanville, CA 96130
(530) 251 - 8183
- ☐ **Community Social Services**
1400 Chestnut Street, Ste A
Susanville, CA 96130
- LassenWORKS**
1616 Chestnut Street
Susanville, CA 96130
(530) 251 - 8152
- Child & Family Services**
1600 Chestnut Street
Susanville, CA 96130
(530) 251 - 8277
- Adult Services**
1400 Chestnut Street, Ste B
Susanville, CA 96130
(530) 251 - 8158
- Family Solutions/Wraparound**
1400 Chestnut Street, Ste C
Susanville, California 96130
(530) 251 - 8340

Date: August 19, 2025

To: Tom Neely, Chairman
Lassen County Board of Supervisors

From: Brandon Rohrig, Director
Lassen County Behavioral Health

Subject: Amendment to Agreement Between Metopio, Inc. and Lassen County to extend the term of the agreement through August 31, 2025, and decrease the maximum amount of the contract from \$93,250 to \$88,750 to complete a Community Health Assessment as required by California Department of Public Health funding.

Background:

On July 25, 2023 Lassen County Public Health released a Request for Proposal (RFP) #PH-2023-01 and Metopio, Inc. was chosen in this process. The Community Health Assessment focuses on conducting evidence-based needs assessment and prioritization, making evidence-based community health investments, evaluating and measuring progress, and improving quality, transparency, and community engagement. This Amendment is to extend the term to ensure completion and payment of the agreement.

Fiscal Impact:

This Agreement will be paid from the Public Health Fund and Budgets 110/0731.

Action Requested:

1) Approve the Amendment to the Agreement with Metopio, Inc.; and 2) Authorize the County Administrative Officer or Designee to execute the Amendment.

Mailing Address:
PO Box 1180
Susanville, California 96130

**FIRST AMENDMENT TO AGREEMENT
BY AND BETWEEN
LASSEN COUNTY
AND
METOPIO, INC.**

THIS FIRST AMENDMENT TO AGREEMENT ("Amendment") is made by and between LASSEN COUNTY ("COUNTY") and METOPIO INC., an independent contractor with a principal place of business in Chicago, Illinois (hereinafter "CONTRACTOR"), who agree as follows:

1. **Recitals:** This First Amendment is made with reference to the following facts and objectives:

COUNTY and CONTRACTOR have entered into a written Agreement for the term of February 1, 2024 through October 30, 2024, (the "Agreement") in which CONTRACTOR agreed to provide assistance with the administration of Lassen County's Community Health Assessment (the "CHA") and to have access to CONTRACTOR'S cloud-based "software as a service" platform (the "Platform") to develop a dynamic dashboard (the "Atlas") that will permit COUNTY to display and analyze the CHA and other health-related data;

2. **Amendments:** The parties agree to amend the Agreement as follows:

- a. The parties desire to extend the term of the agreement for one additional 10 months. Therefore, the first sentence of Section 2 is deleted and replaced with the following:

"The term of this agreement shall be for the period of February 1, 2024, through August 31, 2025."

- b. The parties desire to adjust the Maximum Contract Amount. Therefore, Exhibit B is deleted and replaced with the following:

Metopio, Inc.			
Product or Service	Description	Rate	Total
CHA	Platform Access		\$77,650.00
	Data Analysis		
	Project Management		
	Data Collection		
Data Management	Focus Groups	\$3,950	\$3,950.00
Project Management	Participant Incentives	\$1,500	\$1,500.00
Project Management	Training and Travel	\$3,000.00	\$3,000.00
CHNA Report	Report Design	\$2,650.00	\$2,650.00
Maximum Contract Amount			\$88,750.00
* Contingent upon the availability of funds and the approval of the Board of Supervisors.			

____ County Initials
Metopio Inc. Amend v.1 23.25


 Contractor Initials

SIGNATURES ON THE FOLLOWING PAGE

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment, all provisions of the Agreement signed February 13, 2024, shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates shown opposite their respective signatures.

CONTRACTOR

Dated: 8/7/2025

DocuSigned by:

By: 1E077EF81D2E480...
Will Snyder
Chief Executive Officer

COUNTY

Dated: _____

By: _____
Maurice Anderson
County Administrative Officer, or Designee

Approved as to form:

Amanda Uhrhammer
Lassen County Counsel

Dated: 8/12/25

By: 