



**Katherine Weinstein Miller**  
Chief Probation Officer

To: Juvenile Probation Commission  
Date: March 27, 2026 (Commissioners Retreat)  
Re: Request for Approval of Contract Actions

The Juvenile Probation Department requests delegated authority from the Juvenile Probation Commission to approve the following contract actions:

### Summary

<b>Item</b>	KJowerConsulting INC	Dr. Norbert Ralph
<b>Action</b>	New Agreement	New Agreement
<b>Scope</b>	Registered Dietitian Technical Support	Psychological Evaluation Services
<b>Term</b>	24 months	12 months
<b>Not-to-Exceed Amount</b>	\$115,000	\$19,999
<b>Contracting Authority</b>	SF Admin Code 21.5 (a)	SF Admin Code 21.5 (a)
<b>Funding Source</b>	State Funds	State Funds
<b>Court-Ordered Service</b>	Yes	Yes

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## Details

### **KJowerConsulting INC**

The registered dietitian will provide technical services to support the Juvenile Justice Center's food and nutrition program, including developing and approving Title 15 compliant monthly menus; reviewing medical, therapeutic, allergy-related, and religious dietary accommodations; ensuring compliance with nutrition and food safety requirements such as Title 15, HACCP, and applicable USDA standards; delivering staff training and technical assistance on menu planning, food safety; conducting monitoring, audits, and reporting to support regulatory compliance.

The agreement will have an initial 24-month term, and a not-to-exceed amount of \$115,000.

### **Norbert Ralph**

The department has previously contracted with Dr. Norbert Ralph for as-needed competency remediation, sex-offender-specific treatment, and other as-needed psychological evaluation services. However, that contract has now been fully spent down. To ensure continuity of care and compliance with regulatory requirements, a short-term as-needed contract is required while the department completes a Request for Proposals (RFP) for psychological services. This RFP will establish longer-term contracts covering competency training, sex-offense-specific treatment, and other psychological assessments.

The agreement will have a 12-month term, and a not-to-exceed amount of \$19,999.