



COUNTY OF HUMBOLDT

For the meeting of: 11/18/2025

File #: 25-1302

To: Board of Supervisors

From: Probation

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Memorandum of Understanding in the Amount of \$880,000 between the Humboldt County Probation Department and the Humboldt County Department of Health and Human Services for Adult Drug Court Allocation

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve and authorize the Chair of the Board, Chief Probation Officer and Director of Health and Human Services to execute the attached Memorandum of Understanding (MOU) regarding the allocation of Substance Abuse Disorder (SUD) funds for the Adult Drug Court Program in the amount of \$220,000 annually for Fiscal Years (FY) 2025-26, 2026-27, 2027-28 and 2028-29; and
2. Authorize the Chief Probation Officer and Director of Health and Human Services to execute any and all subsequent amendments to the attached MOU, after review and approval by County Counsel, and the County Administrative Office.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

The attached Memorandum of Understanding (MOU) is the renewal of an agreement made in 2022 which formalized a long-standing cooperation wherein the Department of Health and Human Services (DHHS) provided partial funding for the Humboldt County Probation Department's (HCPD) Adult Drug Court Program. Prior to realignment, specific Drug Court Program allocations came from the state to fund these programs. The realignment of drug court funds to the counties took effect July 1, 2011. Pursuant to AB 118, counties were required to create a County Local Revenue Fund 2011 and a Health and Human Services Account within the County Local Revenue Fund 2011 to receive the realignment funds from the State Controller. The realigned allocations were based on the total amounts each county had received in Comprehensive Drug Court Implementation (CDCI), Drug Court Partnership (DCP), and Dependency Drug Court (DDC) allocations for Fiscal Year 2010-11 divided by the combined total funds available and were to be deposited into the Drug Court Subaccount on a monthly basis. Government Code Section 30025(f)(7)(H), as initially added by AB 118, stated that the Drug Court subaccount shall be used to fund the costs of drug court operations as they were permitted and described by statute and regulation prior to realignment.

Accordingly, the HCPD recommends that the Board of Supervisors approve, and authorize the Chair of the Board and department heads from both DHHS and HCPD to execute the attached MOU regarding the provision of Adult Drug Court Services for the period of Fiscal Years 2025-26 through 2028-29. Staff also recommends that the Board authorize the department heads from both DHHS

and HCPD to execute any and all subsequent amendments to the attached MOU, after review and approval by County Counsel, and the County Administrative Office.

SOURCE OF FUNDING:

State Realignment Funds, Substance Abuse Disorder 1180425-9283

FINANCIAL IMPACT:

<i>Expenditures (1100-245)</i>	FY25-26	FY26-27 Projected*	FY27-28 Projected*
<i>Budgeted Expenses</i>	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>
<i>Additional Appropriation Requested</i>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Expenditures</i>	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>

*Projected amounts are estimates and are subject to change.

<i>Funding Sources (1100-245)</i>	FY25-26	FY26-27 Projected*	FY27-28 Projected*
<i>General Fund</i>	<u>0</u>	<u>0</u>	<u>0</u>
<i>State/Federal Funds</i>	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>
<i>Fees/Other</i>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Use of Fund Balance</i>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Contingencies</i>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Funding Sources</i>	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>

*Projected amounts are estimates and are subject to change.

Narrative Explanation of Financial Impact:

The attached MOU between Humboldt County Department of Health and Human Services and Humboldt County Probation Department has a total annual payable amount of \$220,000. Appropriations for this agreement have been made in the operating budgets for both DHHS (1180425) and HCPD (1100245) so there is no need for a supplemental budget at this time.

This agreement provides partial funding of 3.0 FTE allocated to the Adult Drug Court Program. The remaining cost of the program will be funded through the Probation General Fund allocation. The amount of General Fund needed to cover the costs above this revenue is estimated at \$171,000 in FY 2025-26, growing by 5% each year to \$230,000 in FY 2028-29.

STAFFING IMPACT:

<i>Position Title</i>	<i>Position Control Number</i>	<i>Monthly Salary Range (1A-E Step)</i>	<i>Additions (Number)</i>	<i>Deletions (Number)</i>
<i>Senior Probation Officer</i>	2450469-01	E	0	0
<i>Senior Substance Abuse Counselor</i>	2450492-01	E	0	0
<i>Probation Officer III</i>	2450473A01	B	0	0

Narrative Explanation of Staffing Impact:

There is no impact to the existing staffing of this program as a result of this agreement however this allocation does assist with staff costs for the positions listed above.

OTHER AGENCY INVOLVEMENT:

Department of Health and Human Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to allow department heads from DHHS and HCPD to sign this agreement however this is not

recommended as this agreement memorialized and formalized a process that has been in place for over 13 years, and which serves to ensure the availability of Drug Court services in Humboldt County.

ATTACHMENTS:

1. Memorandum of Understanding between the Humboldt County Probation Department and the Humboldt County Department of Health and Human Services for Adult Drug Court Allocation

PREVIOUS ACTION/REFERRAL:

Meeting of: 8/9/2022

File No.: 22-942