



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-22

For the meeting of: June 19, 2018

Date: June 7, 2018
To: Board of Supervisors
From: Marek Reavis, Public Defender
Subject: Supplemental Budget for Budget Unit 1100-219 for annual software license, hosting, and maintenance Fees.

RECOMMENDATION(S):

That the Board of Supervisors approve the attached 2017-18 fiscal year supplemental budget for Budget Unit 1100-219, line item 2148, Computer Software, to increase the total budget appropriation in the amount of \$38,850.

SOURCE OF FUNDING:

Humboldt County Public Safety Realignment Allocation.

DISCUSSION:

The Humboldt County Community Corrections Partnership (HCCCP), on July 17, 2015, approved a cost proposal submitted by the Public Defender Office, to pay the annual software license, hosting and maintenance fees, for years two through five, for the Public Defender Office's case management software purchased through Journal Technologies.

Prepared by Marie Essig
CAO Approval *[Signature]*

REVIEW: Auditor *[Signature]* County Counsel _____ Human Resources _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:
Board Order No. _____
Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Wilson* Seconded by Supervisor *Bass*
Ayes *Bass, Fennell, Sundberg, Bohn, Wilson*
Nays _____
Abstain _____
Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: 6/19/18
By: *[Signature]*
Kathy Hayes, Clerk of the Board

FINANCIAL IMPACT: The supplemental budget will increase the appropriation in the Public Defender's budget line item, 1100-219-2148, by \$38,850. This increase is funded by the Humboldt County Public Safety Realignment Allocation. There is no impact on the county's General Fund.

This item supports the Board's strategic framework by providing for and maintaining critical infrastructure.

OTHER AGENCY INVOLVEMENT: Humboldt County Community Corrections Partnership Executive Committee Agencies.

ALTERNATIVES TO STAFF RECOMMENDATIONS: The Board of Supervisors could choose not to approve the supplemental budget, however, it is not recommended. The continued license and maintenance fees for the Public Defender Office(s) case management software is critical in tracking and maintaining the department's case files.

ATTACHMENTS:

1. Supplemental Budget for Budget Unit 1100-219
2. Copy of HCCCP, Executive Committee meeting minutes dated June 17, 2015
3. Copy of Cost Proposal for Journal Technologies Annual License & Maintenance Fees

ATTACHMENT I
Public Defender
Supplemental Budget FY 2017-18

Revenue:

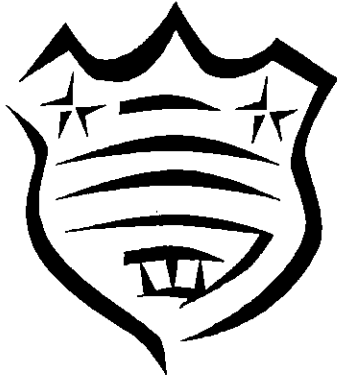
<i>504410</i> 1100-219- 707800	<i>2011 Public Safety Realignment</i> Trust Fund Transfer	\$ 38,850.00
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Expenditures:

1100-219-2148	Computer Software	\$ 38,850.00
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Total Supplemental Budget:	\$ 38,850.00
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ATTACHMENT II



**Humboldt County Community
Corrections Partnership - Executive
Committee**

Date: June 17, 2015

Time: 12:15p – 1:45p

Location: Fifth floor conference room, Humboldt County Courthouse

Required Member Agencies (pursuant to Penal Code Section 1230.1(b): Chief Probation Officer – Chair, Chief of Police, Sheriff, District Attorney, Public Defender, presiding judge of the Superior Court (or designee), and one representative from Mental Health, AOD or Social Services (pursuant to PC1230(b)(2)(G), (H) or (J), as designated by the Board of Supervisors).

Minutes

I. Call to Order (Kevin Robinson agreed to chair)

Public Defender Kevin Robinson called the meeting to order at 12:13pm. In attendance were Shaun Brenneman for Chief Probation Officer Bill Damiano, DHHS Director Phil Crandall, Court Executive Officer Kerri Keenan, Ed Wilkinson for Sheriff Mike Downey Chief of Police Tom Chapman (City of Arcata), and District Attorney Maggie Fleming.

II. Review and approval of minutes – May 20, 2015 meeting

Maggie Fleming moved to approve the minutes from 5/20/15. Ed Wilkinson seconded the motion.

A vote was taken and the motion was carried unanimously.

III. Adjustments to the agenda

There were no adjustments to the agenda.

New Business

IV. CCRP Proposal for Phase 2 of AB109 Data Project – ACTION ITEM

Request for vote regarding one-time funding maximum - \$62,655

The CA Center for Rural Policy completed Phase 1 of the AB109 data project and has submitted a scope of work and cost estimate to complete Phase 2. CCRP would build, test and implement the structure and process for gathering multi-agency AB109 data.

Kevin introduced Terry Uyeki. She passed out handouts Scope of Services and Appendix D – AB109 Data Sharing & Warehouse Blueprint. She discussed their proposal for Phase II. The proposal is for 1 year, to be reviewed annually. They would begin meeting with each agency to start gathering the data.

Tom Chapman moved to accept the proposal. Phil Crandall seconded the motion.

A vote was taken and the motion was carried unanimously.

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V. Redwood Teen Challenge presentation – ACTION ITEM

Redwood Teen Challenge would like to provide supportive transitional housing to female AB109 clients with wraparound services coordinated with the CCRC. Requesting inclusion in contract services expenditures at a cost of \$650 per month per contracted placement.

Sarah Nieto initiated a round of introductions. She told the group about their faith-based program and how they want to provide wraparound services for transitional housing for women. It would be a 15 bed facility. Sarah talked about her personal story. Phil asked about the rate and Sarah indicated it would be \$650/month per person. Shaun said he didn't think they would be able to fill all 15 beds with AB109 women, although there is a real need. He explained how it works with our other contract services and that this would be another place to choose from. Sarah said they might be able to offer the same to men, in the future. Discussion ensued.

Ed Wilkinson moved to accept the proposal. Tom Chapman seconded the motion.

A vote was taken and the motion was carried unanimously.

Old Business

VI. Journal Technologies case management system funding – ACTION ITEM (Robinson) Proposal to modify prior AB109 funding recommendation; request for vote regarding one-time funding in the amount of \$167,448 for annual license and maintenance fees for years 2-5.

The CCP Executives recommended funding for the DA and Public Defender joint New Dawn Technologies (now Journal Technologies) case management system on 6/18/14 for \$501,340. The DA is not proceeding with the project and the Public Defender has obtained alternative funding for the implementation of the project and year 1 license and maintenance fees in the amount of \$118,000. If approved, the balance of funds \$333,892 would revert to trust account.

Kevin introduced his item and reported that the District Attorney is no longer interested in the case management system. Kevin has received partial funding and wants to modify the request. Maggie asked some background questions.

Kevin Robinson moved to accept his proposal. Shaun asked some budgetary questions about the system. Tom Chapman seconded the motion.

A vote was taken and the motion was carried. Votes were as follows:

- Ayes – Shaun Brenneman, Tom Chapman, Maggie Fleming, Ed Wilkinson, Kevin Robinson, Phil Crandall
- Abstain – Kerri Keenan

VII. Update on CCP Plan Implementation – Discussion item

All partner agencies will update on present staffing, hiring and status regarding program implementation, participation and operational considerations. Discussion presented information.

- Courts/Kerri ~ there are no updates. It's business as usual.
- DHHS/Asha ~ they are fully staffed at CCRC.
- Probation/Shawn ~ they just hired an Admin Analyst. They are in the very final stages of hiring for the vacant Probation Officer position. There is no further information right now on the building modifications.
- Jail/Ed ~ they are in the process of hiring an LOA with a June 22 start date. Regarding SB863, an RFP is out for the jail construction. The proposal is due in August and they are on track for that.

ATTACHMENT II

- Public Defender/Kevin ~ there is staff upheaval going on, so Kevin is doing the PRCS cases and the Parole Violation hearings. The BOS will be approving the destruction of his building and so moving offices will have an impact.

VIII. Update regarding CCP data projects – Discussion item

Discussion progress with CCRP, PPIC and Pretrial Steering data projects associated with CCP programs and services.

Shaun discussed Prop 47 and the data. Ed says that the jail population is up.

Public Comment

IX. Set agenda for next meeting – 1 hour meeting (July 15th, 1 hour meeting) – Authorization for lease agreement at 555 H St. for Supervised Release Program offices; one-time funding for 404 H St remodel; contract funding for CJRF to complete SB863 proposal; contract funding for CJI to conduct assessment tool validation study and provide additional pretrial program training; follow up discussion Equine Assisted Growth and Learning pilot.

Phil would like an update on the 678 discussion and matching fund requests and requirements.

Phil would also like an action item regarding a Senior Substance Abuse Counselor.

Kerri would like an updated budget.

X. Adjourn

The meeting was adjourned at 1:01pm.