



**Information &  
Communications  
Technology  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
J. STEVEN WORTHLEY  
District Four  
MIKE ENNIS  
District Five

**AGENDA DATE:** May 1, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Jacob S Kaminsky    PHONE: 559-622-7308

**SUBJECT:** Approve an agreement with Automon, LLC

**REQUEST(S):**

That the Board of Supervisors:

1. Approve an agreement with Automon LLC to provide subscription to the National Council on Crime and Delinquency (NCCD) Correctional Assessment and Intervention System (CAIS), from May 2, 2018 through May 1, 2021, in an amount not to exceed \$180,575.
2. Authorize the Chairman of the Board to sign four copies of the agreement.

**SUMMARY:**

Tulare County Information & Communications Technology Department (TCiCT) is responsible for purchasing and monitoring software for information technology assets of Tulare County, including the Caseload Explorer application used by Tulare County Probation. On March 6, 2018, this Board approved a three-year agreement with Automon, LLC to provide licenses and training for the National Council on Crime and Delinquency (NCCD) Juvenile Assessment and Intervention System (JAIS) extension to the Caseload Explorer application (Agreement #28494). The Caseload Explorer application was purchased in 2006 from Automon, LLC. The Caseload Explorer software is the primary application used by Tulare County Probation for the administration of criminal case management and jail management systems.

This agreement will provide subscription to the NCCD Correctional Assessment and Intervention System (CAIS). CAIS is a risk-assessment model that provides

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valuable data on offender care as well as strategies for reducing recidivism. It works to help Probation employees identify and then mediate expected behaviors of clients in their supervision. Automon will activate CAIS instruments within the Caseload Explorer Assessment application currently used by Probation. Subscription to CAIS includes software licenses, hosting, updates, upgrades, maintenance and support. This agreement also includes a one-time purchase of management planning sessions, case planning training and system qualification training provided by both Automon and the NCCD. These intensive courses will enable Probation employees to use this software to its full capabilities.

Where the earlier JAIS agreement provided services and training aimed exclusively at juveniles within the Probation system, CAIS focuses on adult clients. Adding CAIS functionality will allow Probation employees to easily transition between juvenile and adult services while maintaining use of the shared assessment tools.

TCiCT recommends that the subscription should be purchased for successive one year periods.

This agreement has been approved to form by County Counsel. The Board should note the following term of this agreement:

- Purchased services will automatically renew for successive one year periods.

This automatic renewal is necessary in order for Probation to maintain continuous validated assessments for clients. The automatic renewal removes the risk of lapses in licenses and ensures continued service until the service is no longer required by Probation. The terms of this agreement also give Probation the right to terminate the agreement with 15 days' notice before the end of each one-year term. Failure to approve this agreement could result in inefficient and faulty performance of County Probation software.

**FISCAL IMPACT/FINANCING:**

The initial cost of this subscription is \$30,000, with a 5% yearly increase included with each renewal. There is also a one-time payment for current-year training in an amount not to exceed \$86,000. This initial \$116,000 amount is included in the FY 2017/18 budget to be paid from account number 001-205-1100-7066. \$31,500 will be included in the FY 2018/19 budget and \$33,075 will be included in the FY 19/20 budget should the department exercise their option to maintain the agreement for those time periods.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five year strategic plan includes the Organizational Performance initiative to promote countywide loss prevention and workplace safety along with continuously improving organizational effectiveness. The purchase of maintenance and support from Automon LLC helps fulfill these initiatives by providing Caseload Explorer to effectively manage criminal cases and jail management.

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**ADMINISTRATIVE SIGN-OFF:**

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Jay T. Jones  
Information & Communications Technology Deputy Director

cc: Auditor-Controller  
County Counsel  
County Administrative Office (2)

Attachment(s)  
Attachment A – Agreement  
Attachment B – NCCD insurance  
Attachment C - Automon Insurance

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

**IN THE MATTER OF APPROVE AN  
AGREEMENT WITH AUTOMON LLC**

)  
) **Resolution No.** \_\_\_\_\_  
) **Agreement No.** \_\_\_\_\_  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

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