



**COUNTY ADMINISTRATION  
OFFICE  
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:** August 28, 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"/>
County Counsel Sign-Off	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 type="checkbox"/>	N/A <input type="checkbox"/>
CONTACT PERSON: Michael C. Spata    PHONE: 636-5005		

**SUBJECT:** Approve amendment to MOU with Superior Court of California, County of Tulare, for use of Court's Case Management System

**REQUEST(S):**

That the Board of Supervisors:

1. Approve the Amendment to Memorandum of Understanding, Agreement No. 27385, with the Superior Court of Tulare County, in the amount of \$256,526, for the provision of County use of Court's Case Management System, for the period from September 8, 2018 through September 7, 2019; and
2. Authorize the Chairman to sign four (4) copies of the amendment to Agreement No. 27385.

**SUMMARY:**

The Superior Court of Tulare County ("Court") provides Tulare County continued use of the Court Case Management system. This is necessary as Tulare County Departments utilize the case management system, to complete objectives within their respective departments. The following items are identified in the agreement: terms of the license use, the necessary date for notification of required number of licenses, and the associated costs. Tulare County Information and Communication Technology processes the annual license requests and billing for the County departments. In addition, the Tulare County Information and Communication Technology works directly with the Court to process payment for licenses.

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The Court requested an agreement to formalize the terms to access the software system and payment for the licenses. Consequently, for the past eight years (as of 9/28/10), the Tulare County Superior Court and County of Tulare have entered into Memorandum of Understanding ("MOU") as the agreement for Court case management system and payment of the licenses to the Court.

This amendment will extend the term date by one year,

The licenses will be provided largely to the Probation Department in conjunction with other county departments. (For reference, see Attachment 1, Memorandum of Understanding, Exhibit A [Cost of Services FY 2018/19 County Department List].)

The software license costs are identified by cost per license, per user, and per year. The cost remains the same at \$1,276.25 per license. (For reference, see Attachment 1, Memorandum of Understanding, Exhibit A [Cost of Services FY 2018/19] providing the detail for these costs.)

**FISCAL IMPACT/FINANCING:**

There will be no additional Net County Cost. The MOU revenues and expenses are budgeted in the Fiscal Year 2018/19 County Counsel, District Attorney, Child Support Services, HHSA, Probation, Public Defender, Sheriff, and the Court's Budget.

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

The County's five-year strategic plan includes the Organizational Performance Initiative to continuously improve organizational effectiveness and fiscal stability. The approval of Memorandum of Understanding helps fulfill this initiative through improved coordination of services between the County and the Court.

**ADMINISTRATIVE SIGN-OFF:**

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Sophia Almanza, MBA  
Deputy CAO – Budget and Finance

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Michael C. Spata  
County Administrative Officer

**SUBJECT:** Amendment to MOU with Superior Court of California, County of Tulare,  
for use of Court's Case Management System

**DATE:** August 28, 2018

cc: County Administrative Office  
County Counsel

Attachment(s) Attachment 1 – Amendment to Memorandum of Understanding

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

IN THE MATTER OF APPROVAL OF THE )  
AMENDMENT TO THE MOU WITH ) Resolution No. \_\_\_\_\_  
SUPERIOR COURT OF CALIFORNIA, ) Agreement No. \_\_\_\_\_  
COUNTY OF TULARE, FOR USE OF )  
COURT'S CASE MANAGEMENT SYSTEM.

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

\* \* \* \* \*

1. Approved the Amendment to Memorandum of Understanding, Agreement No. 27385, with the Superior Court of Tulare County, in the amount of \$256,526, for the provision of County use of Court's Case Management System, for the period from September 8, 2018 through September 7, 2019; and
2. Authorized the Chairman to sign four (4) copies of the amendment to Agreement No. 27385.

EXHIBIT A

I. Cost of Services for Contract Term September 8, 2017 through September 9, 2018.

The current Licensed Software System of the COURT is Journal Technologies.  
Annual Cost per License: \$1276.25/license  
Total Number of Licenses requested: 201  
Total Reimbursement to Court per Year: **\$256,526.25**

Detailed List of Licenses Requested by County Departments:

<b>County Department</b>	<b>No. of Licenses</b>
County Counsel	4
District Attorney	18
District Attorney (Grant)	5
DCSS	45
Probation	78
Public Defender	25
Sheriff	17
HHSA	8
Economic Development	1
Total Number of Licenses Requested:	201