



**County Administrative  
Office  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

ALLEN ISHIDA  
District One  
PETE VANDER POEL  
District Two  
PHILLIP A. COX  
District Three  
J. STEVEN WORTHLEY  
District Four  
MIKE ENNIS  
District Five

**AGENDA DATE:** September 30, 2014

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: Debbie Vaughn    PHONE: 636-5005				

**SUBJECT:** Approve a Memorandum of Understanding with the Superior Court of Tulare County.

**REQUEST(S):**  
That the Board of Supervisors:

1. Approve a Memorandum of Understanding with the Superior Court of Tulare County for the provision of internal services for County managed court facilities and the cost of four Preliminary Hearing Clerks, retroactive to July 1, 2014 through June 30, 2015. The Memorandum of Understanding is retroactive due to delays in finalizing agreement terms.
2. Authorize the Chairman to sign four (4) copies of the Memorandum of Understanding.
3. Find that the Board had authority to enter into the proposed Memorandum of Understanding as of July 1, 2014 and that it was in the County's best interest to enter into the Memorandum of Understanding on that date.

**SUMMARY:**  
Tulare County provides a variety of services to the Superior Court of Tulare County ("Court). During the fiscal year 2014/2015, the County will provide internal services, such as printing. They will also provide motor pool and any other temporary services the Court requests and the County is willing to provide, including telecommunications, mail, and courier services. The Memorandum of Understanding ("MOU") establishes services and reimbursement details each year. The setting of services, rates and the development of support documentation required by the State have been completed. Services will be provided by Facilities and General Services and other County departments as needed.

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**DATE:** September 30, 2104

The County will also reimburse the Court for the salary and benefits of four (4) Preliminary Courtroom Clerks in support of the Court's pre-trial process.

County Counsel has reviewed the MOU and approved it as to form on September 8, 2014.

**FISCAL IMPACT/FINANCING:**

Trial Court Funding Act provides that Tulare County may bill the Superior Court for costs, both direct and indirect, of its services and supplies provided for Trial Court operations. The related expenses and revenues are budgeted within the service department budgets. Non-allowable expenses are included in the Fiscal Year 2014/2015 Miscellaneous Criminal Justice budget. The reimbursement to the Court for the four Preliminary Hearing Clerks in an amount up to \$262,252 will be paid from the Fiscal Year 2014/2015 Miscellaneous Administration 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 MOU helps fulfill this initiative by having the affected departments take an in depth look at what services they require, what services can be delivered, and the costs associated with those services. The MOU also facilitates efficiency within the court system by supporting Pre-Trial activities and streamlined processes for County departments.

**ADMINISTRATIVE SIGN-OFF:**

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Debbie Vaughn  
Senior Administrative Analyst

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

Attachment(s) Memorandum of Understanding

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

IN THE MATTER OF APPROVE A )  
MEMORANDUM OF UNDERSTANDING ) Resolution No. \_\_\_\_\_  
WITH THE SUPERIOR COURT OF ) Agreement No. \_\_\_\_\_  
TULARE COUNTY )

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: JEAN M. ROUSSEAU  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

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

\* \* \* \* \*

1. Approved a Memorandum of Understanding with the Superior Court of Tulare County for the provision of internal services for County managed court facilities, the cost of four Preliminary Hearing Clerks, retroactive to July 1, 2014 through June 30, 2015. The Memorandum of Understanding is retroactive due to delays in finalizing agreement terms.
2. Authorized the Chairman to sign four (4) copies of the Memorandum of Understanding.
3. Found that the Board had authority to enter into the proposed Memorandum of Understanding as of July 1, 2014 and that it was in the County's best interest to enter into the Memorandum of Understanding on that date.