



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Probation



Date: September 6, 2016
Board Meeting Date: September 20, 2016
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: John T. Keene, Chief Probation Officer

Subject: Agreement with the California Health and Human Services Agency, Office of Systems Integration (OSI) to provide OSI Subject Matter Expert Services

RECOMMENDATION:

Adopt a resolution authorizing the Chief Probation Officer to execute a Revenue Agreement with the California Health and Human Services Agency, Office of Systems Integration (OSI) to provide OSI Subject Matter Expert services, for the term of September 1, 2016 through July 31, 2020, in an amount not to exceed \$855,157.

BACKGROUND:

In November 2015 the California Health and Human Services Agency - Office of Systems Integration (OSI) released the Probation Consultant recruitment. The OSI is in the process of developing a new case management system for OSI. The current Child Welfare System/Case Management System (CWS/CMS) is outdated (20 + years old), does not meet Federal Statewide Automated Child Welfare Information System requirements and as a result may jeopardize the state's ability to obtain the highest level of federal funding available. OSI is seeking County Consultants from Probation Departments to provide technical and business process expertise for the new CWS/CMS system.

The current CWS/CMS was created without probation input; however probation placement officers were mandated to start inputting data in CWS/CMS in 2011. This created several issues with probation because the platform was not intended for probation departments at the time it was created. As a result of the difficulty probation departments experienced using CWS/CMS, a system that was not designed or tailored to probation department's needs, OSI engaged in a recruitment for Probation Consultants to provide information in the overhaul the outdated system, and for the purpose of receiving the maximum amount of federal funding available.

Probation Consultants are needed to provide knowledge of Probation Department business processes and practices with an emphasis on placement of delinquent youth

removed from their home. The Probation Consultant will provide analysis of effectiveness in addressing Probation Department needs, issues with using the application, system administration, evaluation of communication channels between the CSW/CMS Office and Probation Departments, recommending improvements to the system and documenting contact information. The Probation Consultant position is a high priority for the State based on the urgent need to meet federal requirements that child welfare data, including that for all Title IV-E children, be entered into the CWS/CMS application.

DISCUSSION:

The benefit for the County and the Probation Department is tremendous as we have an opportunity to have a seasoned officer with placement experience at the table as a valuable resource during the development of a new statewide platform. There is opportunity to make and/or improve relationships with OSI and the legislature as the Probation Consultant will provide daily input and be highly visible across state and other county agencies. The Probation Consultant also has an opportunity to learn the business practices and processes at a State level and bring back that knowledge and information to the Probation Department for possible improvements to our own Probation Case Management System that is currently being developed and implemented.

The position has been confirmed by the OSI administrators. Chief Keene, with the approval of County Manager John Maltbie, has approved a two (2) year commitment to OSI with a possible extension for two (2) additional years on a year by year basis, pending approval by the Board of Supervisors. OSI will reimburse the County for all pay, benefits etc., so there are no costs incurred by the County for allowing a County employee to work for the State during the term of the contract.

County Counsel has reviewed and approved resolution and agreement as to form.

Approval of this agreement contributes to the Shared Vision 2025 outcome of Safe Neighborhoods by helping youth reduce destructive and criminal behavior.

FISCAL IMPACT:

The term of the agreement is September 1, 2016 through July 31, 2020. This Revenue Agreement shall reimburse the Probation Department \$855,157.00 for salaries and benefits for one (1) Probation Services Manager that is hired as the Consultant by OSI.