



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PROBATION

**File #:** 22-916

Board Meeting Date: 11/15/2022

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** John T. Keene, Chief Probation Officer

**Subject:** Second Amendment to the Agreement with Journal Technologies, Inc. to provide a case management system for the Probation Department's Adult and Juvenile Supervision Services, Institutions Services, Pretrial Services Program and Juvenile Traffic Court

**RECOMMENDATION:**

Adopt a resolution authorizing a second amendment to the agreement with Journal Technologies, Inc., modifying services to provide for an enhanced case management system for Institutions Services, a two-way interface with OffenderLink software for the Pretrial Services Program case management system, and risk-assessment tools for the Adult and Juvenile Supervision Services case management system, increasing the amount by \$300,000 to an amount not to exceed \$2,928,637.50, and extending the term through June 30, 2024.

**BACKGROUND:**

On December 10, 2019, the Board of Supervisors approved a contract with Journal Technologies, Inc. in an amount not to exceed \$1,343,637.50 to provide a case management system for the San Mateo County Probation Department's Pretrial Services Program and Juvenile Traffic Court.

Subsequently, on April 20, 2021, the Board of Supervisors approved an amendment to the existing Journal Technologies, Inc. contract, increasing the amount by \$1,285,000 to an amount not to exceed \$2,628,637.50. This amendment allowed for the development and implementation of enhanced case management software for the Probation Department's Adult and Juvenile Supervision Services.

Under both agreements, Journal Technologies, Inc. successfully launched the case management system for the Pretrial Services Program, partially funded through a grant from the Judicial Council of California (JCC). The new ePretrial system allows Pretrial Services personnel to administer the Virginia Pretrial Risk Assessment Instrument-Revised (VPRAI-R) risk-assessment tool and generate court reports to recommend or deny release for pretrial defendants. Additionally, Deputy Probation Officers use ePretrial to manage defendants that have been ordered to pretrial monitoring. The ePretrial system includes a robust data reporting feature that has allowed the Probation Department to submit all data reporting elements required by the JCC.

Additionally, the agreements allowed Probation to develop and launch its Juvenile Traffic Court system in August 2022 and its Adult and Juvenile Supervision Services system (eProbation), which is on schedule to go live in November 2022, to provide a more efficient method to schedule hearings for youth and their families, support payment plans and statewide financial distributions, embed a supervision risk and needs assessment tool for adult and juvenile probationers, and provide meaningful data to analyze program outcomes.

In 2016, the Solano County Probation Department completed a Request for Information (RFI) to solicit responses for a department-wide case management system. Through this RFI, Solano County selected Journal Technologies, Inc. as the primary vendor for their case management and has been in contract with them since that time. Solano County has reported nothing but positive feedback about their experience with Journal Technologies, Inc. The partnership they've had has been collaborative and positive and communication between both Solano County and Journal Technologies has been effective from the development of their case management system to project milestones and completion.

### **DISCUSSION:**

Journal Technologies, Inc. launched their Institutions and Facilities case management system which became available to facilities in the State of California in November 2021. Journal Technologies, Inc. presented its Institutions and Facilities case management system at the Probation Information Technology Managers Association (PITMA) annual conference in Anaheim, California, in April 2022, and this was when the Probation Department became aware of these additional services.

This second amendment will allow the Probation Department to continue working with Journal Technologies, Inc. to further develop its Pretrial, Juvenile Traffic, and Adult and Juvenile case management systems by adding the Institutions and Facilities module to assist in housing classification and program and services enrollment and performance tracking of youth housed at the Youth Services Center-Juvenile Hall and the Margaret J. Kemp Camp. It will also provide for an additional two-way interface with OffenderLink software and the implementation of four risk-assessment tools for the Adult/Juvenile system.

The Probation Department requests that the Chief Probation Officer or his designee be granted authorization to execute additional amendments to this agreement that modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

This Amendment and Resolution have been reviewed and approved by the County Attorney's Office.

The County Procurement Manager has approved a 3-Year Contract Waiver Request for this Amendment.

### **FISCAL IMPACT:**

The total increase in funding is \$300,000, raising the contract to an amount not to exceed \$2,928,637.50. This increase in funding will be covered by department funds which have been included in the FY 2022-23 Adopted Budget and will be included in the FY 2023-24 Recommended Budget. There is no Net County Cost impact.