



# Board Agenda Item 36

DATE: May 23, 2023

TO: Board of Supervisors

SUBMITTED BY: Kirk Haynes, Chief Probation Officer

SUBJECT: Mobile Probation Service Center Grant Application/Agreement  
and Vehicles Purchase

RECOMMENDED ACTION(S):

- 1. Retroactively approve, authorize, and ratify the Chief Probation Officer's previous submittal of a grant application to the Board of State and Community Corrections for the Mobile Probation Service Centers Grant Program, effective May 1, 2023 through September 30, 2027 (\$470,000), including execution of a required Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft and Embezzlement;**
- 2. Adopt a resolution authorizing the Chairman to execute the retroactive grant Agreement and any extensions or amendments thereto with Board of State and County Corrections for the Mobile Probation Service Centers Grant Agreement, subject to review and approval as to legal form by County Counsel, and as to accounting form by the Auditor-Controller/Treasurer-Tax Collector, total not to exceed \$470,000; and**
- 3. Adopt Budget Resolution increasing FY 2022-23 appropriations and estimated revenues for the Probation Department Org 34322000 in the amount of \$470,000 for the purchase of two new vehicles and necessary equipment and supplies for the Mobile Probation Service Center (4/5 vote).**

There is no increase in Net County Cost associated with these actions. To meet the grant filing deadline, the Grant Application was previously submitted by the Probation Department, contingent upon your Board's approval. The recommended agreement will provide funding to purchase two vehicles, equipment, supplies telecommunications, and other technology needed to operate mobile probation service centers to assist probationers, particularly those individuals who are unhoused and struggling with meeting probation requirements. Approval of the recommended actions will authorize previous submittal of the grant application, execution of the Grant Agreement, and purchase of two fully equipped vehicles and necessary equipment and supplies for the Mobile Probation Service Centers (MPSC) Program. It should be noted, once the Grant Agreement is executed by the Chairman and the Board of State and Community Correction (BSCC), the application document becomes the final agreement between the County and BSCC. This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended actions are not approved, the Grant Application will be withdrawn. Probation will not be able to purchase two new vehicles and equipment to expand Probation services to probationers who are unhoused and struggling to meet their probation requirements.

RETROACTIVE AGREEMENT:

The agreement before your Board is retroactive due to the length of time between application submittal and notification of award received from BSCC on April 14, 2023. It is retroactively effective to May 1, 2023 and is being brought to your Board on the first available Board date within the agenda processing deadlines.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions; the costs will be fully offset with the grant funds. No match funds are required. Approval of recommended action No. 3 will increase FY 2022-23 appropriations and estimated revenues in the amount \$470,000 for the Probation Department's Org 34322000 to purchase two new specialty vehicles.

DISCUSSION:

On November 17, 2022, BSCC issued a notice of funds availability and release of Request for Proposals (RFP) for the MPSC Grant Program, available through a competitive process with a filing deadline of January 6, 2023. In order to meet the filing deadline, the proposal was previously submitted to BSCC, contingent upon your Board's approval, and is being brought to your Board with the associated agreement on the first available Board date. With the award of this grant, Probation will be able to order two new 2023 camper-style custom body vans. The vehicles will be outfitted with an air conditioner, bathroom, interview room, workstations, cabinets, generator, and a power awning. These vehicles will be used as mobile probation offices year-round during extremely hot or cold weather. These vehicles will give the Deputy Probation Officers and probationers the ability to safely have probation services where they are needed, and stay out of the elements. The vehicles will also give staff a bathroom and workstations to use during when set up near the unhoused and rural populations.

Approval of the first recommended action will ratify the Chief Probation Officer's submittal of the grant application submitted on January 6, 2023. The second will adopt a resolution as required by BSCC to authorize the Chairman to execute the retroactive agreement. The third recommended actions will appropriate the funds to purchase the vehicles for the MPSC.

Please note the recommended agreement deviates from the County's standard agreement in that it is for a period of four years and requires that the County indemnify the State for any claims and losses in connection with the performance of the recommended agreement. In addition, the agreement does not contain the County's standard insurance language and limits. However, the Department believes the benefits associated with these recommended actions outweigh any associated risks. The Risk Management Division of the Human resources Department has reviewed the insurance and indemnification language and finds it acceptable.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Application/Agreement with BSCC  
On file with Clerk - Governing Board Resolution  
On file with Clerk - Budget Resolution (Org 3432)

CAO ANALYST:

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