



# RESOLUTION No. 23-500

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

### RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE NEVADA COUNTY SUPERIOR COURT IN THE AMOUNT OF \$200,000 FOR THE CONTINUATION OF A PRETRIAL PROGRAM OPERATED BY THE NEVADA COUNTY PROBATION DEPARTMENT DURING THE PERIOD BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024, AND AUTHORIZING THE CHAIR OF THE BOARD TO EXECUTE THE MOU

WHEREAS, in 2019 the Nevada County Superior Court entered into an MOU with Nevada County Probation, to operate a pretrial pilot program funded by a grant through the Judicial Council of California; and

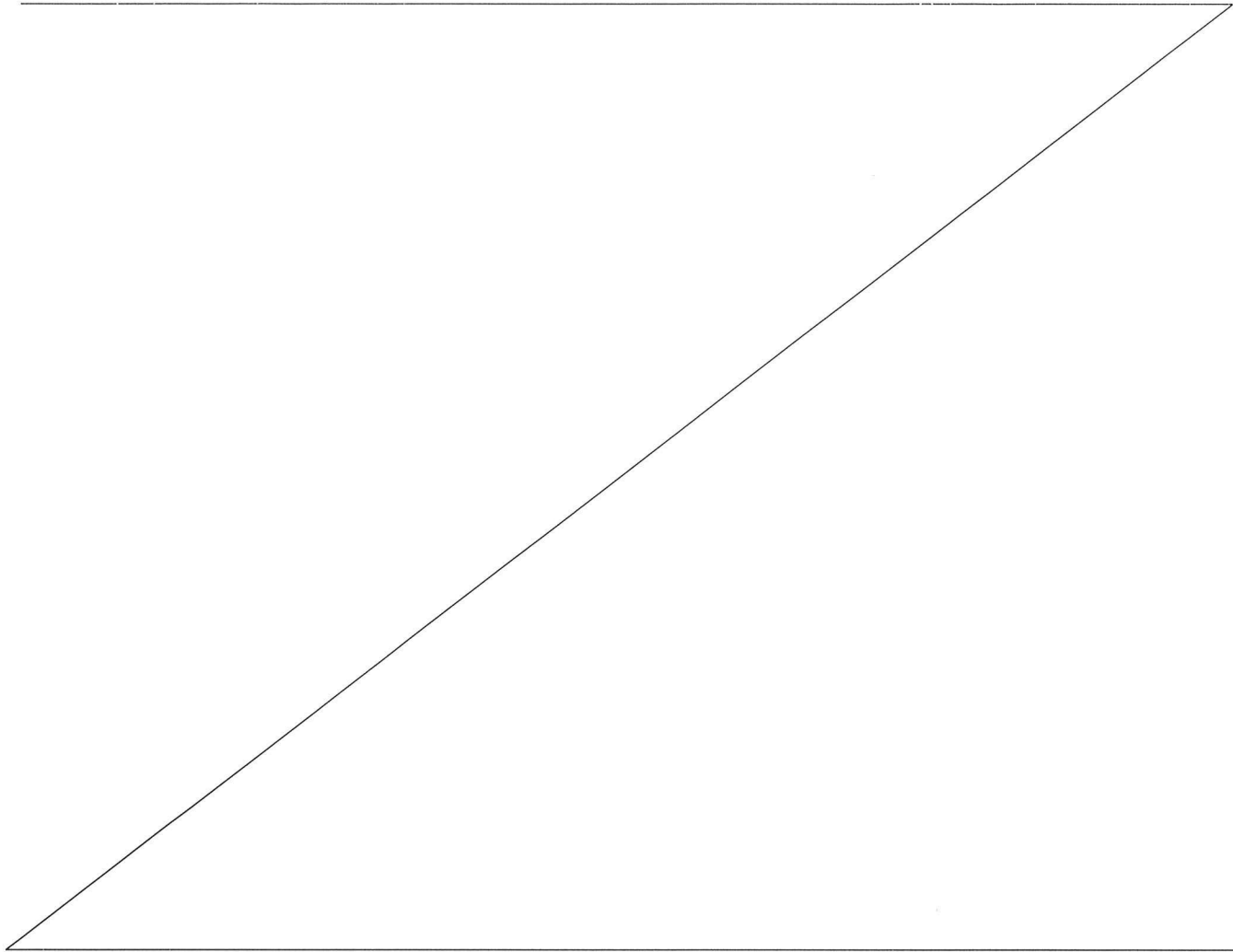
WHEREAS, Senate Bill 129 provides funding and guidance for the Nevada County Superior Court to continue to support a local pretrial program operated by the Nevada County Probation Department; and

WHEREAS, the parties have previously entered into a Memorandum of Understanding dated June 30, 2022 which expired on June 30, 2023 adopted by Resolution 22-546; and

WHEREAS, the funding provided through this MOU will reimburse staffing needed to support the ongoing pretrial program as well as additional program costs.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Nevada hereby approves that Memorandum of Understanding between the Nevada County Probation Department and the Nevada County Superior Court effective July 1, 2023 through June 30, 2024, and authorizes the Chair of the Board of Supervisors to execute the Memorandum of Understanding.

BE IT FURTHER RESOLVED that the Nevada County Board of Supervisors hereby directs funds to be deposited to 0101-20320-201-1000/458010.



PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 26th day of September, 2023, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward C. Scofield, Lisa Swarthout, Susan Hoek and Hardy Bullock.

Noes:

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Edward C. Scofield, Chair

**Memorandum of Understanding**

**Between**

**The Nevada County Probation Department**

**And**

**Superior Court of California, County of Nevada**

**Regarding Pretrial Services Program**

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This Memorandum of Understanding (“MOU”) is entered into by and between the Nevada County Probation Department (“Probation”) and the Superior Court of California, County of Nevada (“Court”). This MOU sets forth each party’s roles and responsibilities as they relate to the expanded Pretrial Services Program, for the period July 1, 2023, through June 30, 2024.

**WHEREAS**, SB129, the Budget Act of 2021, provides funding for implementation and operation of ongoing court programs and practices that promote the safe, efficient, fair and timely pretrial release of individuals booked into county jails;

**WHEREAS**, Court is to receive funding from the Judicial Council of California (“Judicial Council”) for the expanded Pretrial Services Program (“Program”) under SB129, the Budget Act of 2021;

**WHEREAS**, Court desires to subcontract with Probation, subject to the authorization of the County of Nevada, for Probation to provide certain services necessary to complete the Pretrial Program objectives;

**WHEREAS**, the Judicial Council has consented to Court’s subcontracting with Probation for certain services necessary to complete the Program objectives;

**WHEREAS**, it is the intent of the parties that such services be in conformity with the all applicable federal, state and local laws; and

**NOW, THEREFORE**, Court and Probation mutually agree as follows:

1. **Scope of Services:** Consistent with the terms and conditions of this MOU, Probation shall provide the following in furtherance of the Program objectives:
  - Deputy Probation Officer to cover pretrial services;
  - Review bookings of all individuals booked into Nevada County jail that have not posted bail or have been released by jail staff due to jail policies/procedures;
  - Provide agreed upon information in pretrial reports to assist the court with pretrial release decisions;
  - Monitoring of individuals released on pretrial release for the Nevada County Courts;
  - Pretrial Program monitoring services per the established pretrial monitoring matrix;
  - Data collection and reporting for statistical outcome measures to meet legislative requirements for the Program;
  - Participation of Probation in meetings as required by Court to meet requirements for the Program.

2. **Term:** This MOU is effective July 1, 2023 through June 30, 2024. Beginning May 1, 2024, the Court and Probation will work together to renew the MOU for program services and wrap up the final deliverables for the current term. Either party may terminate this MOU earlier by providing written notice of intent to terminate to the other party at least sixty (60) days before the intended termination date. In addition, and upon sixty (60) days notice to Probation, Court may terminate this MOU, in whole or in part, without prejudice to any right or remedy of Court, if expected or actual funding is withdrawn, reduced, or limited in any way.
3. **Reporting:** Probation agrees to provide data relevant to the Deliverables in a timeline outlined by the Judicial Council. As practical and feasible, data shall be uploaded to the Judicial Council's secure site established for the Program and/or other FTPs as established by the Judicial Council. Data collection requirements are subject to change by the Judicial Council or the Court Program Manager from time to time. Court commits to communicating any such changes to Probation in a timely manner.
4. **Compensation for Services:** The maximum amount Court may pay Probation under this MOU is \$200,000. The budget, as agreed upon between Court and the Judicial Council, is set forth in the attached Budget Detail Sheet.  
**Fiscal Year 2023-2024:** Requests for reimbursement, with proper financial documentation, should be submitted to Court monthly in arrears by no later than the 20<sup>th</sup> of the following month. Probation's final invoice must be received by Court no later than July 31, 2024. Invoices received by Court after July 31, 2024, will not be accepted.

Probation shall submit all invoices to Court in arrears monthly with documentation acceptable to Court to support actual costs billed. Such documentation to be provided to the Court monthly includes:

- a. Documentation of salaries and fringe benefits paid by Probation to staff listed in the Scope of Services;
- b. Copies of vendor invoices detailing services and for costs associated with risk assessment tools, drug and alcohol testing, electronic monitoring, continuous alcohol monitoring devices, electronic reminder system;
- c. Adequate backup documentation as deemed necessary by Court to substantiate expenses claimed; and
- d. Such additional information as Court may require from Probation to comply with the terms of the program.

Subject to compliance with the requirements of this MOU, Court shall reimburse Probation for actual costs incurred following (i) Court's receipt of funds from the Judicial Council and (ii) submission to and acceptance by the Judicial Council of required reports identified in the legislation.

If Probation receives payment from Court for a service or reimbursement that is later disallowed, Probation shall promptly refund the disallowed amount upon request. Court may offset the amount disallowed from any payment due or to become due to Probation under this MOU or any other agreement with Probation or the County of Nevada.

## 5. General Provisions

- a. Entire Agreement. This MOU constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all previous modifications, agreements, proposals, negotiations, representations, and commitments, both oral and written, between the parties to this MOU.
- b. Amendment. No addition to or alteration of the terms of this MOU will be valid unless made in the form of a written amendment, which is formally approved and executed by the governing bodies of each of the parties, or their respective authorized designees.
- c. Further Assurances. Each party agrees to cooperate with the other, and to execute and deliver, or cause to be executed and delivered, all such other instruments and documents, and to take all such other actions as may be reasonably requested of it from time to time, in order to effectuate the provisions and purposes of this MOU. Time is of the essence in the performance of this MOU.
- d. Waiver. Any waiver by either party of the terms of this MOU must be in writing and executed by an authorized representative of the waiving party and will not be construed as a waiver of any succeeding breach of the same or other term of this MOU.
- e. Severability. The provisions of this MOU are separate and severable. If any provision of this MOU shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby. Any such provision will be enforced to the maximum extent possible so as to affect the reasonable intent of the parties and will be reformed without further action by the parties to the extent necessary to make such provision valid and enforceable.
- f. Relationship of Parties. Probation and the employees and agents of Probation in the performance of this MOU shall act in an independent capacity and not as officers, employees or agents of the Court or the Judicial Council. Neither Probation nor any person engaged by Probation to perform the services described herein is covered by any employee benefit plans provided to the employees of Court. Each party is liable for the acts and omissions of itself, its employees and its agents. Nothing in this MOU will be construed as creating an employment or agency relationship between the parties. Each party will determine the method, details, and means of performing its obligations under the MOU, including, without limitation, exercising full control over the employment, direction, compensation and discharge of all persons assisting the respective party. Probation will be solely responsible for all matters relating to the payment of its employees, including compliance with social security, withholding any and all employee benefits, and all regulations governing such matters.
- g. Risk Allegations. It is the intention of both parties that neither will be responsible for the negligent and/or intentional acts and/or omissions of the other, or its judges, subordinate judicial officers, directors, officers, agents and employees. The parties therefore disclaim in its entirety the pro rata risk allocation that could otherwise apply to this MOU pursuant to Government Code section 895.6. Instead, pursuant to Government Code section 895.4, the parties agree to use principles of comparative fault when apportioning any and all losses that may arise out of the performance of this MOU.

h. Counterparts. This MOU may be executed in counterparts, each of which is considered an original but all of which together shall constitute one instrument.

i. Notices. Any notices required to be given pursuant to the terms and provisions of the MOU shall be in writing and shall be delivered to:

County:

Nevada County Probation Department  
109 ½ North Pine St.  
Nevada City, CA 95959  
Attn: Jeff Goldman  
Chief Probation Officer

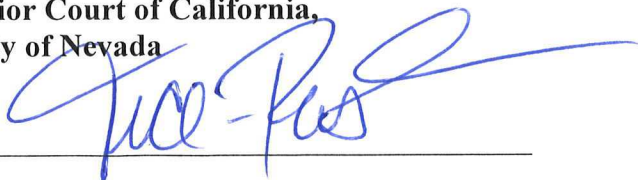
Court:

Superior Court of California,  
County of Nevada  
201 Church St.  
Nevada City, CA 95959  
Attn: Laila Waheed,  
Court Executive Officer

- j. Retention of Records; Audit. Probation shall maintain all financial data, supporting documents, and all other records related to performance and billing under this MOU for a period in accordance with state and federal law, a minimum retention period being no less than four (4) years. The retention period starts from the date of submission of Probation's final payment request. Probation shall permit all records related to performance and billing under the MOU to be inspected and/or audited, at any reasonable time, by an authorized representative of Court of the Judicial Council. This MOU is subject to examination and audit by the State Auditor for a period of three (3) years after final payment.
- k. Limitations on Publication. Probation shall not publish or broadcast any article, press release, advertisement, or other writing that references the Judicial Council or the Court unless previously approved in writing by the Judicial Council or the court, as appropriate.
- l. Interpretation. The provisions and terms of this MOU shall be interpreted in accordance with the plain meaning thereof, and shall not be construed in favor or against any party.
- m. Third-Party Beneficiary. The Judicial Council is a third-party beneficiary of this MOU.

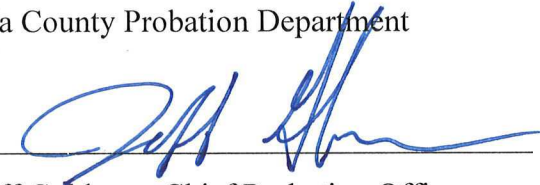
IN WITNESS WHEREOF, Court and Probation executed this MOU on the date(s) indicate below;

**Superior Court of California,  
County of Nevada**

By:   
Hon. S. Robert Tice-Raskin, Presiding Judge

Date: 6 Sept. 2023

Nevada County Probation Department

By:   
Jeff Goldman, Chief Probation Officer

Date: 9/26/23

The County of Nevada has authorized Probation to enter into this Memorandum of Understanding.


-- COUNTY OF NEVADA --

Date: 10/2/23

By:   
Chairman, Board of Supervisors

ATTEST:

Date: 10/2/2023

By:   
Clerk of the Board of Supervisors

**Attachment B -- Pretrial Service Provider budget detail sheet (One -time Funding)**

PRETRIAL SERVICE PROVIDER NAME: Nevada County Probation Department  
 FISCAL YEAR: July 1, 2023, to June 30, 2024

**PERSONNEL SALARIES AND FRINGE BENEFITS**

| Position  | Computation<br><i>Yearly Salary (include benefits) x FTE</i> | Cost                 |
|---|--|----------------------|
| Deputy Probation Officer                            | \$139,000 X 1FTE   | \$ 139,000.00        |
| <b>PERSONNEL SALARIES AND FRINGE BENEFITS TOTAL</b> |  | <b>\$ 139,000.00</b> |

**OPERATING EXPENSES**

**MONITORING EQUIPMENT**

| Item Description                  | Computation  | Cost                |
|-----------------------------------|--|---------------------|
| Alcohol Monitoring                | \$100 set up and \$10/day per client (5 clients/month) | \$ 21,850.00        |
| Electronic Monitoring             | \$4.40/day per client (5 clients/month)                | \$ 8,030.00         |
| <b>MONITORING EQUIPMENT TOTAL</b> |  | <b>\$ 29,880.00</b> |

**EQUIPMENT - OTHER (minor and major equipment - IT hardware, vehicles, kit)**

| Item Description                     | Computation   | Cost               |
|--------------------------------------|---|--------------------|
| Pre-paid phones for pretrial clients | 12 phones at \$250 each and 6 months of service at \$15/month | \$ 4,080.00        |
| Cell phones/mifi for DPO             | \$100/month + Equipment Replacement                           | \$ 1,500.00        |
| <b>EQUIPMENT TOTAL</b>               |   | <b>\$ 5,580.00</b> |

**SUPPLIES (expendable items such as office supplies, training materials, etc.)**

| Item Description      | Computation | Cost        |
|-----------------------|-------------|-------------|
| <b>SUPPLIES TOTAL</b> |             | <b>\$ -</b> |

**TRAVEL**

| Purpose of Travel   | Computation<br><i>(include location, number of travellers etc.)</i> | Cost               |
|---------------------|---|--------------------|
| CAPS Conference     | California CAPS Conf. Reg. & Travel Exp for 2 staff                 | \$ 2,500.00        |
| <b>TRAVEL TOTAL</b> |   | <b>\$ 2,500.00</b> |

**CONSULTANTS/CONTRACTORS**

| Item Description                     | Computation | Cost        |
|--------------------------------------|-------------|-------------|
| <b>CONSULTANTS/CONTRACTORS TOTAL</b> |             | <b>\$ -</b> |

**OTHER COSTS (necessary project costs not included above)**

| Item Description                          | Computation                                | Cost                |
|---|--|---------------------|
| Automon - CE Pretrial Case Mgmt Module    | Annual Agency-wide Subscription \$23,037   | \$ 21,880.00        |
| Automon - Pretrial Data Extraction Annual | Annually Data Extract Subscription \$1,400 | \$ 1,160.00         |
| <b>OTHER TOTAL</b>                        |  | <b>\$ 23,040.00</b> |

**OPERATING EXPENSES TOTAL \$ 61,000.00**

**PROGRAM TOTAL \$ 200,000.00**