

DEPARTMENT: District Attorney BY: Chris Johnson PHONE: 966-3626

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No X)

Resolution authorizing and funding (\$49,125) the purchase of a Prosecutors Automation System from HTE (automation system previously known as Jalan), direction for connectivity with applicable County agencies for full utilization of said automation, and authorization for Chairman to execute agreements upon County Counsel's review and approval.

The requested HTE Prosecutors System will enable the Criminal Division of the District Attorney's Office to operate on an automated basis verses the current manual operation. The attached information explains and summarizes benefits achieved through automation. Some benefits to specifically note are as follows: Case/statistical tracking, case auditing-insuring prosecution, time savings with accuracy, elimination of manual case searches/reviews, automatic generated documents, reduction in personnel overtime, and utilization of information through connectivity reducing support time and data entry duplication by personnel from other agencies.

Please keep in mind that the entire Criminal Division's clerical support staff consists of a legal secretary, a secretary and a paralegal. Staff members are responsible for processing every case received by the Criminal Division, within time prescribed periods (currently being performed manually). It is impossible for a manual prosecutor's operation to maintain a workload generated by automated agencies (law enforcement, courts and state or federal agencies). The Superior/Municipal Courts' purchase of the HTE Court System (formerly Jalan) prepared hardware and communication capabilities that can be utilized for the Prosecutors System. In addition, by automating other components within the HTE Law & Justice System enables staff personnel and data support to share communications with respect to automation familiarity and problem solving.

The Price Proposal for the Prosecutors Automation System offered to Mariposa County has remained the same for approximately two years, with the expectation by HTE (formerly Jalan) that Mariposa County is seriously considering a possible purchase for the District Attorney's Office. A delay will jeopardize said price proposal (effective through April 21, 1998), resulting in increased costs for any future purchase.

Automation will ultimately assist the Criminal Division with providing a modernized service for the community of Mariposa County as well as the public in general, while reducing expenses associated with a manual operation.

In addition, the Superior/Municipal Courts will also benefit through a connectivity with the District Attorney's Office and by the JUS8715 option requested in the Prosecutors System. The JUS8715 option eliminates the manual processing of JUS8715 Department of Justice Disposition of Arrest and Court Action forms.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Automation was informally requested during the 1998-99 budget, and formally requested during Mid-Year discussions. County offices have been automated throughout Mariposa County. Specifically, the Sheriff's Department and the Courts, which established the Criminal Division as a missing link. Hardware (three computers) supporting the Prosecutors Automation System will be purchased by the State Supplemental Law Enforcement Services Fund (SLESF), and in accordance with the Mid-Year adoption. The automation system that was purchased by previous administrations, known as Mayoras and Hittle, will be inoperable by the year 2000. The Mayoras & Hittle system provides no assistance to a prosecutor's operation since the company was dissolved (no training, support, maintenance or software updates are available).

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

A negative action will result in the following:

- a) A significant increase in clerical staffing to perform manual operations;
- b) Limitations to public service (delays and restrictions due to manual operations);
- c) Increase in budgetary costs (i.e., communication expenses, office expenses and copying expenses);
- d) Backlogs impacting other County agencies;
- e) Cost increases for future prosecution automation purchases; and
- f) Negative impact on productivity due to manual operations.

<p>COSTS: <input type="checkbox"/> Not Applicable</p> <p>A. Budgeted current FY \$ _____</p> <p>B. Total anticipated costs \$ _____</p> <p>C. Required additional funding \$ _____</p> <p>D. Internal transfers \$ _____</p> <p>SOURCE: <input checked="" type="checkbox"/> 4/5ths Vote Required</p> <p>A. Unanticipated revenues \$ _____</p> <p>B. Reserve for contingencies \$ <u>49,125</u></p> <p>C. Source description: _____</p> <p>Balance in Reserve for Contingencies, if approved: \$ <u>290,445</u></p>	<p>SPECIAL INSTRUCTIONS: List the attachments and number the pages consecutively:</p> <p style="text-align: center;"><u>Prosecutors Automation System</u> <u>descriptions.</u></p> <p>_____</p> <p>_____</p>
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<p>CLERK'S USE ONLY:</p> <p>Res. No.: <u>98-131</u> Ord. No. _____</p> <p>Vote - Ayes: _____ Noes: _____</p> <p> Absent: _____ Abstained: _____</p> <p><input type="checkbox"/> Approved <input type="checkbox"/> Denied</p> <p><input checked="" type="checkbox"/> Minute Order Attached <input type="checkbox"/> No Action Necessary</p> <p>The foregoing instrument is a correct copy of the original on file in this office.</p> <p>Date: _____</p> <p>ATTEST: <u>MARGIE WILLIAMS</u>, Clerk of the Board County of Mariposa, State of California</p> <p>By: _____ Deputy</p>	<p>ADMINISTRATIVE OFFICER'S RECOMMENDATION: This item on agenda as:</p> <p>_____ Recommended</p> <p><input checked="" type="checkbox"/> Not Recommended</p> <p>_____ For Policy Determination</p> <p>_____ Submitted with Comment</p> <p>_____ Returned for Further Action</p> <p>Comment: _____</p> <p>_____</p> <p>A.O. Initials: <u>JA</u></p>
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BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	INCREASE	DECREASE
001	0212	517.06-NEW	PROSECUTORS AUTOMATION SYSTEM	\$ 49,125	
001	0104	414-1090	GENERAL CONTINGENCY		\$ 49,125
TOTALS				\$ 49,125	\$ 49,125

ACTION REQUESTED: (Check all that apply)

Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;

Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget another, or between categories within a budget unit;


JUSTIFICATION Funding will be utilized for the purchase of a Prosecutors Automation System from HTE (formerly known as Jalan), for the District Attorney's Office. Funding also includes connectivity expenses to the Court and Probation.

DEPT HEAD SIGNATURE [Signature] DATE 4-14-98
 APPROVED BY RES NO. 98-131 CLERK [Signature] DATE 4-14-98

AUDITOR'S USE ONLY
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MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: CHRISTINE JOHNSON, District Attorney
FROM: MARGIE WILLIAMS, Clerk of the Board 
SUBJECT: Purchase of a Prosecutors Automation System from HTE; Res. 98-131

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on April 14, 1998

ACTION AND VOTE:

Christine Johnson, District Attorney;
Resolution Authorizing and Funding (\$49,125) for the Purchase of a Prosecutors Automation System from HTE (Automation System Previously Known as JALAN), Direction for Connectivity with Applicable County Agencies for Full Utilization of Said Automation, Authorization for Chair to Execute Agreements Upon County Counsel's Review and Approval, and Approve Budget Action Transferring \$49,125 from Contingencies (4/5ths Vote Required)

BOARD ACTION: Discussion was held with Christine Johnson and Janet Bibby/District Attorney-Paralegal, relative to the request, and they advised that the price quote given will go up \$10,000 for their component of the system if authorization to purchase is not given this date. Discussion was also held relative to coordinating implementation of the automated systems for the criminal justice system departments with other projects and with the workload for data processing. Dennis Patrick, Technical Services Director, provided input relative to the request and the price changes. Jim Moffett, Chief Probation Officer, provided input relative to the request and the benefits of the JALAN system. Discussion was held relative to the possibility of making a down payment to lock in the price quote – Board concurred with directing that JALAN be contacted to see if they would accept \$15,000 down payment to secure the price quoted for this system, with the contract for the system to be dealt with during the budget hearing process; with further direction that consolidation of the training costs between the systems be explored to save costs, and with further discussion to be held later this date.

11:01 a.m. Continued discussion was held relative to the JALAN system for the District Attorney and the Probation Department. Dennis Patrick advised that JALAN is not willing to negotiate their price and if the Board wishes to pursue this system at the price quoted, a commitment will need to be made upfront and he can make payments over a period of 90 days. (M) Balmain, (S) Stewart, Res. 98-131 adopted authorizing and funding the Purchase of a Prosecutors Automation System from HTE (Automation System Previously Known as JALAN) as requested. Jim Moffett provided input relative

to the status of moving forward with their automated system. Further discussion was held. Ayes: Reilly, Balmain, Stewart, Parker; Excused: Pickard.

cc: Ken Hawkins, Auditor
Janet Hogan, County Administrative Officer
Dennis Patrick, Technical Services Director
Jeffrey G. Green, County Counsel
Richard McMechan, Superior Court Judge
Carlos LaRoche, Municipal Court Judge
File