



Agenda Date: 2/1/2005
Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Britt Ferguson for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Helene Franchi, Management Analyst III, 253-4820
SUBJECT: New Agreement with John Pearson

RECOMMENDATION

County Executive Officer requests approval of and authorization for the Chair to sign an agreement with John Pearson for a maximum of \$18,000 for the term February 1, 2005 through December 31, 2005 for assistance with the development of the Adult Correctional System Master Plan and associated compilation and interpretation of data.

EXECUTIVE SUMMARY

On November 30, 2004, the Board directed staff to initiate a process to develop an Adult Correctional System Master Plan covering the next 20 years and authorized the hiring of consultants to assist in that process. Since then, staff has begun drafting a Request for Proposals (RFP) to select consultants with the appropriate specialized expertise. Today, staff is recommending entering into a contract with John Pearson to assist staff in drafting the RFP, managing the resulting consultant contracts, facilitating coordination between staff, the consultants and the members of the criminal justice system and to provide advice and counsel on corrections policies and practices.

As Napa County's previous Director of Corrections and prior to that the Criminal Justice Planner, Mr. Pearson is intimately familiar with the criminal justice system and corrections issues. Since his retirement, he has continued to work with County staff on a number of major projects including the development of a needs assessment for the new Juvenile Justice Center which resulted in the County being awarded a \$5 million grant from the Board of Corrections. Mr. Pearson is currently working with staff of the Health & Human Services Agency and Probation on evaluating juvenile drug court and has recently accepted a position on the County Parole Board.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No

What is the revenue source?	Funding is available in the Central Services budget due to unanticipated savings in various budgeted contracts.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Mr. Pearson's background and continued involvement with the criminal justice system will enhance staff's ability to complete the project in a timely way. Currently, the County does not have staff who have both the expertise and the time, given other responsibilities, to adequately facilitate the corrections master planning process.
Is the general fund affected?	Yes
Future fiscal impact:	Necessary funds will be appropriated in FY 05-06 proposed budget to complete the project. At this time, staff does not anticipate total costs exceeding \$18,000.
Consequences if not approved:	Without utilizing the dedicated time of someone with Mr. Pearson's expertise, it would likely take longer to complete the Master Plan and the quality of work may not be as high.
Additional Information:	None

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

Based on the Grand Jury Report for Fiscal Year 2003-04 and continued monitoring of the current jail population, the Board directed staff to develop an Adult Corrections System Master Plan. The Plan will include among other things:

- | An analysis of historical trends in the adult corrections system, including an evaluation of what has driven population growth;
- | A profile of the current population in the system by such things as gender, pre-sentence vs post-sentence, most serious offense, risk category, and so forth;
- | An assessment of what the community wants in terms of the adult corrections system, including any policy and process changes that could be made;
- | A projection of future demand for corrections services over the next 20 years, categorized by type of service;
- | Recommendations concerning types and size of new programs; and
- | Capital and operating cost estimates for any recommended new programs.

Your Board has approved hiring consultants with specialized expertise in these areas to assist the County with this project and staff is in the process of preparing a Request for Proposals (RFP) to select the appropriate consultants. Staff is proposing that Mr. Pearson be hired to facilitate this process. His responsibilities will include:

- | Assisting staff in drafting the RFP for the other consultants, including reviewing the quality of the current data sources available to identify the amount of additional data collection the consultants will need to do;

- | Assisting staff in evaluating the qualifications of consultants submitting proposals;
- | Assisting staff in managing the consultant contract or contracts;
- | Assisting staff and consultants in coordinating the involvement of the members of the criminal justice system in the planning process; and
- | Providing technical advice concerning corrections policies and practices both as it relates to the master planning process and to ongoing corrections issues in the County.

Mr. Pearson's unique background and continued involvement with the criminal justice system will enhance the development of the Corrections Master Plan. As the County's previous Director of Corrections and prior to that the Criminal Justice Planner, Mr. Pearson is intimately familiar with the criminal justice system and corrections issues. Since his retirement, he has continued to work with County staff on a number of major projects including the development of a needs assessment for the new Juvenile Justice Center which resulted in the County being awarded a \$5 million grant from the Board of Corrections. Under separate contract, Mr. Pearson is currently working with staff of the Health & Human Services Agency and Probation on evaluating juvenile drug court and has recently accepted a position on the County Parole Board.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Britt Ferguson