

**EL DORADO COUNTY PROBATION DEPARTMENT
M E M O R A N D U M**

TO: Board of Supervisors

CC: Tiffany Schmid, Chief Administrative Officer
Alison Winter, Principal Management Analyst

FROM: Nikki Moeszinger, Chief Fiscal Officer

DATE: July 24, 2023

RE: Retroactive Agreement for Services #7883, Catalis Courts & Land Records, LLC–
Legistar Item 23-0600, August 15, 2023

The purpose of this memorandum is to provide a timeline with justification as to the retroactive nature of Agreement for Services #7883 (Agreement) with Catalis Courts & Land Records, LLC, (Catalis) (formerly AutoMon LLC).

Since June of 2006, the Probation Department (Probation) has been contracting with Catalis for a proprietary case management system called Caseload Explorer, which includes modules for adult supervision, juvenile supervision, juvenile detention facilities, and fiscal; licensing; installation; maintenance; training; customization; and system upgrades.

Agreement #4889 with Catalis expired on July 23, 2023. Probation began preparing the new agreement with Catalis on March 1, 2023. At that time the vendor was going through a corporate name change and the County requested new vendor forms and insurance documents. Draft agreement reviews were completed by Probation on May 10, 2023, and Catalis on June 29, 2023. This retroactive item was processed to be brought before the Board as soon as practicable after that date.

Thank you for your consideration.


Nikki Moeszinger, Chief Fiscal Officer