

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

TO: Board of Supervisors

CC: Don Ashton, Chief Administrative Officer

FROM: Brian Richart, Chief Probation Officer
Nikki Moeszinger, Chief Fiscal Officer

DATE: September 27, 2022

RE: Retroactive Contract – Agreement # 6910 – Legistar Item 22-1407 – BOS Date
October 18, 2022

The purpose of this memorandum is to provide a detailed timeline with justification as to the retroactive nature of the agreement with O’Connell Research.

Probation received an award letter for the Behavioral Health Justice Intervention Service (BHJIS) grant from Advocates for Human Potential (AHP) on February 28, 2022. The amount of the grant award is \$172,960, and the grant period is February 15, 2022, through February 14, 2023.

On April 5, 2022 (File 22-0447, #25), the Board approved the Behavioral Health Justice Intervention Service (BHJIS) Program grant award in the amount of \$172,960. Probation has allotted \$120,000 of these funds for consultant costs.

The Department did not receive the contract with AHP until late May for approval. On July 19, 2022 (File 22-0497, #41), the Board granted approval to Chief Probation Officer Brian Richart to sign the Agreement with AHP to receive the grant funding for the BHJIS Project.

Included in the Statement of Work for the grant are services to be performed by a Project Consultant (O’Connell Research) to: write an implementation plan for the grant funding; prepare a summary of key findings; develop materials that map shared process and data elements from case management systems, assessments, and screening tools; needs assessment/gap analysis; and collaboration, coordination, and planning with system partners.

It was determined in late July that the Scope of Work for BHJIS work should be a separate contract for O’Connell Research and would be retroactive in nature due to the Grant Approval timeline.

This Agreement 6910 is retroactive to the beginning of the grant period; February 15, 2022.



Brian J. Richart, Chief Probation Officer