



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: October 20, 2020

Subject: Amend Contract with Planet Technologies, Inc. for On-line Court Report Application Updates

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Planet Technologies, Inc., effective October 1, 2020 to increase the payment limit by \$30,000 from \$193,500 to an amount not to exceed \$223,500, and extend the termination date from January 6, 2021 to June 30, 2021, to provide State mandated changes to forms used in EHSD's On-line Court Report Application.

FISCAL IMPACT:

This will increase department expenditures by \$30,000, funded by 6% County, 36% State, 58% Federal revenues as administrative overhead expense. The new total expenditure is \$223,500.

BACKGROUND:

Planet Technologies provided professional services to enhance EHSD's On-Line Court Report System, upgrade our Intranet, and upgrade our Shared Text Automated Retrieval System (STARS) program. The successful enhancements to the On-Line Court Report System improved how attorneys and the courts access documents relevant

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **10/20/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 20, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Gina Chenoweth 8-4961
or 812-6795

By: Laura Cassell, Deputy

cc:

BACKGROUND: (CONT'D)

to their cases, greatly benefiting all involved. Planet Technologies successfully completed the Intranet upgrade which is used by all of EHSD to address departmental communications and provide a resource to address regulations, procedures and policies for programs and computer systems in support of those programs. Planet Technologies efficiently addressed issues with the EHSD STARS system which is EHSD's document library consisting of 100,000 manuals, procedures, notices, and other communications.

Additionally, Planet Technologies successfully completed a multi-department effort including Contra Costa Health Services, Probation and EHSD-CFS to automate the JV220 Psychotropic Medication Authorization process. The implemented process allows the Departments to effectively manage the administration of psychotropic medications, court authorizations, and the packet of accompanying Juvenile Court documents on behalf of County foster youth. This effort was completed within budget and ahead of schedule.

Unexpectedly, the State changed the legal language in the forms required by the JV220 process that necessitates Planet to make changes to the forms. This amendment enables Planet Technologies to implement the State's changes and provide EHSD the ability to manage similar future changes included in the amendment language.

CONSEQUENCE OF NEGATIVE ACTION:

EHSD will be at risk for not meeting the State's mandated reporting.