



Marin County Probation Department

MICHAEL D. DALY
Chief Probation Officer

MARIANO ZAMUDIO
Chief Deputy Probation Officer

March 2, 2010

Board of Supervisors
County of Marin
3501 Civic Center Drive
San Rafael, California 94903

SUBJECT: Execute contract with the W. Haywood Burns Institute to provide education and training, data infrastructure, and strategic planning for a total contract amount of \$55,000.

Dear Board Members:

RECOMMENDATION: It is recommended by the Probation Department that your Board approve this request for the execution of the service provider contract with the W. Haywood Burns Institute for the provision of education and training, data infrastructure, and strategic planning and authorize the President to sign.

SUMMARY: The Probation Department is requesting that the above contract be executed. In November 2009, Marin County was awarded an Enhanced Disproportionate Minority Contact Technical Assistance Project II (Enhanced DMC-TAP II) grant from the California Corrections Standards Authority to address disproportionate minority contact. Disproportionate Minority Contact refers to the overrepresentation of youth of color who come into contact with the juvenile justice system relative to their numbers in the general population.

The W. Haywood Burns Institute will provide disproportionate minority contact training for Probation staff and assist the Probation Department in the analysis of data related to disproportionate minority contact through education and training, data infrastructure, and strategic planning.

Letter to Board of Supervisors
March 2, 2010
Page 2

FISCAL IMPACT: Expenditures for this contract will be fully offset with the Enhanced DMC TAP II grant awarded from the State of California Corrections Standards Authority, there is no net impact on the General Fund. Additionally, \$27,500 will be expended in FY 09/10 and \$27,500 will be expended in FY 10/11. Budget is available in Cost Center 2400013100.

REVIEWED BY:	<input checked="" type="checkbox"/> Auditor Controller	<input type="checkbox"/> N/A
	<input type="checkbox"/> County Counsel	<input checked="" type="checkbox"/> N/A
	<input type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> N/A

Respectfully Submitted,

Michael Daly
Chief Probation Officer

SAP Document Requisition #0010018862

cc: Eric Engelbart, Administrative Analyst, County Administrator's Office
Mariano Zamudio, Chief Deputy Probation Officer, Probation Department
Nicki Kuhn, Director of Probation Services, Probation Department