



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Legislation Details (With Board Report)

**File #:** 17-1263 **Name:** Records Management System MOU City of Salinas  
**Type:** General Agenda Item **Status:** Consent Agenda  
**File created:** 12/20/2017 **In control:** Board of Supervisors  
**On agenda:** 1/9/2018 **Final action:**  
**Title:** a. Approve and authorize the Director of Emergency Communications to sign a Memorandum of Understanding between the County and the City of Salinas for the implementation and maintenance of an application enabling the City to import data from the County's TriTech Computer Aided Dispatch system to the City's TriTech Inform records management system, for a period retroactive to January 1, 2018 through December 31, 2022.  
b. Authorize the Director of Emergency Communications to sign up to three (3) amendments to the Memorandum of Understanding, extending the term by up to one (1) additional year each, subject to County Counsel review and so long as the amendments do not significantly alter the terms of the Memorandum of Understanding.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Memorandum of Understanding\_RMS\_City\_of\_Salinas, 3. Completed Board Order, 4. Corrected Board Order

Date	Ver.	Action By	Action	Result
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**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

a. Approve and authorize the Director of Emergency Communications to sign a Memorandum of Understanding between the County and the City of Salinas for the implementation and maintenance of an application enabling the City to import data from the County's TriTech Computer Aided Dispatch system to the City's TriTech Inform records management system, for a period retroactive to January 1, 2018 through December 31, 2022.  
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**SUMMARY/DISCUSSION:**

The City of Salinas has purchased an Inform Records Management System (RMS) from TriTech Software Systems (TriTech). Salinas desires to receive pertinent data from the Monterey County Emergency Communications System TriTech Inform Computer Aided Dispatch (CAD) system.

This can be achieved by the City's purchase, from TriTech, of a specifically designed Inform CAD to Inform RMS Integration Application Programming Interface (CAD/RMS Integration API). This application enables the City's TriTech records management system to access data from the County's TriTech CAD system. City has contracted directly with TriTech for Purchase of the CAD/RMA Integration API and will be responsible for all costs associated with the application.

To implement the Inform CAD/RMS Integration API, the County will perform certain programming changes and maintenance operations on the County's TriTech CAD system. In the Memorandum of Understanding, the City of Salinas has agreed to reimburse the County for all costs incurred by County associated with the implementation and maintenance of the CAD/RMS Integration API, including County staff costs directly associated with the application. In accordance with the Memorandum of Understanding, the County will incur no costs on behalf of the City unless the City has consented to these costs in advance, in writing.

The Board's approval is sought retroactive to a start date of January 1, 2018 due the delay the County experienced in obtaining a signed Memorandum of Understanding from the City of Salinas. No services have been provided to the City of Salinas pursuant to the Memorandum of Understanding to date, pending the Board's approval.

OTHER AGENCY INVOLVEMENT:

The implementation of the CAD/RMS Integration API will have no impact on the other agencies serviced by the Monterey County Emergency Communications Center.

The County Information Technology Department (ITD) has reviewed the Functional Design document provided by TriTech and has agreed to assist the City of Salinas in the implementation of the CAD/RMS Integration API and perform associated maintenance on the County's TriTech CAD system as required.

County Counsel has reviewed the MOU with the City of Salinas as to form. Risk has approved the insurance and indemnification provisions of the MOU.

FINANCING:

All costs associated with the TriTech CAD/RMS Integration API will be the responsibility of the City of Salinas. The City of Salinas will be directly billed by the County's Emergency Communications Department for the initial implementation of the application and any follow-on maintenance required. The City of Salinas will also be billed for any costs incurred by ECD attributed to the application. ITD will bill the City of Salinas directly for any costs incurred related to the implementation and maintenance of the system. The MOU will have no impact on the County General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of the Memorandum of Understanding will allow the exchange of data between the County of Monterey's emergency communications systems and the City of Salinas' law enforcement systems and personnel. As such, it will enhance public safety in the City of Salinas and will improve the administration of emergency communications between the two jurisdictions.

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xx Public Safety

Prepared by:

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Approved by:

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Attachments: Memorandum of Understanding\_RMFM\_City\_of\_Salinas