



# Probation

## COUNTY OF TULARE

### AGENDA ITEM

#### BOARD OF SUPERVISORS

LARRY MICARI  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** December 17, 2024

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	Yes

CONTACT PERSON: Gina Rizza    PHONE: 559-608-9236

**SUBJECT:** Approve a Memorandum of Understanding with College of the Sequoias

**REQUEST(S):**

That the Board of Supervisors:

1. Approve a Memorandum of Understanding with College of the Sequoias for an internship program in an amount not to exceed zero dollars retroactive from September 1, 2024, through June 30, 2029. This Memorandum of Understanding is retroactive due to extended negotiations with the vendor, making it impracticable for the Board to take action prior to September 1, 2024;
2. Find that the Board had the authority to enter into the Memorandum of Understanding as of September 1, 2024, and that it was in the County's best interest to enter into the Memorandum of Understanding on that date; and
3. Authorize the Chair to sign the Memorandum of Understanding.

**SUMMARY:**

**SUBJECT:** Approve a Memorandum of Understanding with College of the Sequoias  
**DATE:** December 17, 2024

The County of Tulare Probation Department (Probation) and College of the Sequoias (COS) request to enter into a Memorandum of Understanding (MOU) for an internship program with the COS Department of Social Science divisions. Probation has partnered with COS since 2019. The program provides field instruction to students interested in gaining work experience and job skills in their selected fields of study. Through this MOU, students who intern for the Probation department will do so for their own educational benefit and will earn internship hours that can be applied to an Associate's Degree in the Administration of Justice. Student interns will not displace allocated staff within the Probation department. The internship program is designed to be in accordance with the County of Tulare and the Probation Department's policy and procedures. Law enforcement classifications are considered hard to fill, and providing an internship program for students to develop work experience and job skills is expected to have a positive impact on future recruitment needs.

The following terms deviate substantively from the standard County boilerplate: 1) this MOU has a term of five (5) years; 2) the MOU allows for either party to terminate without cause with thirty (30) days' written notice, provided that any interns currently enrolled in the internship program must be permitted to complete the current semester of training; and 3) the MOU includes mutual indemnification.

**FISCAL IMPACT/FINANCING:**

This MOU has no monetary obligations; there is no net County cost to the General Fund.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes the Economic Well-Being Initiative to collaborate in developing and sustaining a well-qualified labor pool. Tulare County Probation Department interns will benefit from the opportunity to gain experience in the Law Enforcement profession.

**ADMINISTRATIVE SIGN-OFF:**

\_\_\_\_\_/s/ Kelly Vernon\_\_\_\_\_  
Kelly Vernon  
Chief Probation Officer

Cc: County Administrative Office

Attachments: Memorandum of Understanding