

The County of Yuba



TO: Board of Supervisors

FROM: Kevin Mallen, County Administrator
BY: Ian Scott, Management Analyst

SUBJECT: County Administrator: Approve Agreement with Yuba Sutter Legal Center for Small Claims Court Litigant Assistance and authorize Chair to execute.

DATE: September 12, 2023

NUMBER: 474/2023

Recommendation

It is recommended that the Board of Supervisors approve and authorize Chairman to sign contract for Small Claims Court Litigant Assistance with the Yuba Sutter Legal Center.

Background

Code of Civil Procedure §116.260 requires counties to establish Small Claims Advisor programs to provide assistance to small claims court litigants and potential litigants without charge to the litigant. A portion of each small claims filing fee is distributed by the Courts to the County to help offset the costs associated with this service.

Discussion

The Yuba Sutter Legal Center has provided small claims advisor services since 1982. The Legal Center provides phone service as well as clinics where litigants can meet individually with the small claims advisor. The advisor reviews forms, assists in the completion of forms, and answers questions specific to the litigant's case. The Legal Center also provides advice by letter and provides sample completed forms for litigant use and copies of statutes relevant to their case.

Committee Action:

None. This request is brought directly to the full Board of Supervisors for consideration.

Fiscal Impact:

Compensation will be \$6,657.97 per year for a three year period 9/12/23 – 9/12/26 with Year One being allocated in the FY 2023-24 budget.

Attachments

474-2023 Yuba Sutter Legal Center Contract 2023-2026