

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Social Services	(2) MEETING DATE 5/5/2015	(3) CONTACT/PHONE Trish Avery Caldwell 805-788-2601	
(4) SUBJECT Request to approve a FY 2015-16 renewal contract (Clerk's File) with the California State Association of Counties (CSAC) for the Welfare Client Data Systems (WCDS) Consortium in the amount of \$110,122. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve, and direct the Chairperson to sign, a renewal contract with the California State Association of Counties (CSAC), for the Welfare Client Data Systems (WCDS) Consortium for Fiscal Year 2015-16 in the amount of \$110,122.			
(6) FUNDING SOURCE(S) Fed (34%) State (59%) Co (7%)	(7) CURRENT YEAR FINANCIAL IMPACT \$0	(8) ANNUAL FINANCIAL IMPACT \$110,122	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001515		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: <u>May 6, 2014</u> ; <u>Dec 2, 2014</u>	
(17) ADMINISTRATIVE OFFICE REVIEW Morgan Torell			
(18) SUPERVISOR DISTRICT(S) All Districts			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Trish Avery Caldwell, Social Services
805-788-2601

DATE: 5/5/2015

SUBJECT: Request to approve a FY 2015-16 renewal contract (Clerk's File) with the California State Association of Counties (CSAC) for the Welfare Client Data Systems (WCDS) Consortium in the amount of \$110,122. All Districts.

RECOMMENDATION

It is recommended that the Board approve, and direct the Chairperson to sign, a renewal contract with the California State Association of Counties (CSAC), for the Welfare Client Data Systems (WCDS) Consortium for Fiscal Year 2015-16 in the amount of \$110,122.

DISCUSSION

The contract with CSAC is an annual contract that began in Fiscal Year (FY) 1990-1991 as a five-year contract awarded through a Request for Proposal (RFP). From FY 1996-1997 forward the contract has been extended year-to-year by execution of amendments. The contract pays for the executive director and support staff who are responsible for overseeing and managing the Hewlett Packard Enterprise Services (HPES) contract, coordinating the WCDS system-related work of the consortium member counties, serving as a liaison between HPES and member counties, and working closely with the California Department of Social Services (CDSS) to ensure seamless implementation of system and program changes.

Due to the complexity of the welfare system and the frequent changes in State and Federal regulations, automation is necessary for consistent application and efficiency in maintaining client data. To ensure the day-to-day functions are carried out and appropriateness of expenditures, the County of San Luis Obispo belongs to a State consortium of eighteen (18) counties ("Consortium"). The Consortium operates the automated WCDS and jointly hires an executive director who is responsible for executive management of the WCDS software agreement with HPES and other technical and administrative functions in support of maintaining client files and public assistance benefits issued.

The workload at WCDS has increased significantly over the past four years. Specifically, CalWIN has added new systems including My Benefits CalWIN Portal (MyBCW), CalWIN Mobile Application, California Healthcare Eligibility Enrollment and Retention System (CalHEERS) interface, Contact CalWIN Call Center, and ACCESS CalWIN IVR. In addition, the new Hewlett Packard Enterprise Services, LLC (HPES) contract, approved by your Board on January 6, 2015, Item No. 21, will result in new tools to learn, processes to oversee, enhanced service level agreements to monitor, and three (3) new key initiatives to implement including: Business Intelligence, Business Rules Engine, and Integrated Document Management. These changes and increased workload at for the WCDS, and have resulted in the need for additional staffing which include, one (1) Strategic Initiatives Deputy Director, four (4) Regional Managers, four (4) Business Analysts, and two (2) Technical Analysts, for a total of eleven (11) new positions. The Consortium counties share the cost for the additional staff.

The Strategic Initiatives Deputy will be responsible for overseeing the three (3) key initiatives aforementioned, while the four (4) Regional Managers will be responsible for facilitating communication between the project site and individual counties within their regions. The four (4) Business Analysts will supplement existing staff who have been trying to cover

all of the new projects and the Business Analysts will assist with program integrity, back-up coverage, enhance communication and provide more flexibility for existing staff. The two (2) Technical Analysts will provide oversight of technical aspects of the systems and application changes, monitor system performance, ensure compatibility and security of all systems and interface with county staff.

Approval of this contract will ensure that aid payments are issued in accordance with State and Federal mandates and that the eighteen (18) members of the WCDS Consortium receive services and support from HPES as agreed upon in the maintenance contract. Participation in the contract is required as a condition of Consortium membership.

OTHER AGENCY INVOLVEMENT/IMPACT

This contract has been approved by the WCDS Consortium and CSAC Board of Directors. County Counsel reviewed and approved the contract as to legal form and effect.

FINANCIAL CONSIDERATIONS

On May 6, 2014, by Agenda Item No. 14, your Board approved the original FY 2014-15 CSAC contract in the amount of \$62,637. On December 2, 2014, by Agenda Item No. 16, your Board approved Amendment One (1) which added \$32,583 to pay for additional staff to handle the increased workload due to the new systems. This brought the contract amount for FY 2014-15 to \$95,220.

For FY 2015-16 the total contract amount for the State's 18 counties who are part of the Consortium is \$3,964,379, with each of the 18 counties paying an appropriate share according to County size. The portion of the total contract for the County of San Luis Obispo is 2.78%, or \$110,122. This is an increase of \$14,902 dollars over the FY 2014-15 amended contract amount. The increase is due to the addition of eleven (11) additional staff to handle the increased workload over the past four (4) years and that continues to grow.

Approximately ninety three percent (93%) of the county's portion will be reimbursed by State and Federal funding. The County share is approximately \$7,708 or seven percent (7%). The cost of this contract is included in the Department's recommended budget for FY 2015-16, will require no additional General Fund contribution, and includes no increases attributable to a Consumer Price Index (CPI) or Cost of Living Adjustment (COLA).

Agency	Actual FY 13-14	Amended FY 14-15	Budget FY 15-16	Notes	Sharing Ratios		
					Fed	State	Co
California State Association of Counties	\$62,637	\$95,220	\$110,122	Internal Management Systems Support	34%	59%	7%

RESULTS

Provide support of management staff at the Welfare Case Data System (WCDS) to ensure that aid payments are issued in accordance with State and Federal mandates and that the eighteen (18) members of the WCDS Consortium receive services and support from Hewlett Packard Enterprise Services (HPES) as agreed upon in the systems maintenance contract.

ATTACHMENTS

1. CSAC Clerk's File Statement