

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 11/25/13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to execute a professional services contract amendment with the Joxel Group, LLC for information technology support of the Community Mental Health Care application for the Department of Health and Human Services – Behavioral Health Division

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency’s Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency’s Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

- A. The Information Management Services Division (IMSD) respectfully requests authorization to execute a professional services contract amendment with the Joxel Group, LLC (TJG) on behalf of the Behavioral Health Division (BHD) for support service of BHD's current core business system, Community Mental Health Care (CMHC). The amendment value is \$317,000.
- B. The cost related to the proposed contract is \$317,000 for three (3) high level technical resources and will fund not only support services of CMHC but will provide assistance in the implementation of the new Electronic Medical Records system at BHD. IMSD and BHD are recommending that the funding for this contract be provided through BHD.
- C. The 2014 BHD Budget includes sufficient funding for this contract. The \$317,000 cost is an estimate and provides for full time support of CMHC as well as implementation services of the new EMR. The reliance on the CMHC application throughout 2014 will be greatly reduced but will not cease until the new EMR system is fully implemented at BHD. In 2014 the level of CMHC support is unknown. IMSD will return in December of 2014 to seek authority of the County Board of Supervisors and the County Executive to amend the contract with TJG for 2014 CMHC services, if needed.
- D. It is assumed that fewer resources will be required to support CMHC throughout 2014. The \$317,000 cost estimate reflects this reduction.

Department/Prepared By Laurie Panella, Deputy Chief Information Officer

Authorized Signature *Laurie Panella*

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required