

COUNTY OF MILWAUKEE
Behavioral Health Division Administration
INTER-OFFICE COMMUNICATION

DATE: May 3, 2011

TO: Supervisor Lee Holloway, Chairman – Milwaukee County Board

FROM: Geri Lyday, Interim Director, Department of Health and Human Services
Prepared by Paula Lucey, Administrator, Behavioral Health Division

SUBJECT: REPORT FROM THE INTERIM DIRECTOR, DEPARTMENT OF HEALTH AND HUMAN SERVICES, REVISING THE 2011 PROFESSIONAL SERVICE CONTRACTS FOR THE BEHAVIORAL HEALTH DIVISION

Issue

Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for professional service contracts of \$50,000 or greater. In December 2010, per Section 56.30, the Interim Director, Department of Health and Human Services (DHHS), was granted the authority for the Behavioral Health Division (BHD) to enter into a variety of professional service contracts. Since that time a technical error was discovered therefore BHD is returning to revise the original resolutions to allow the Department of Administrative Services (DAS) - Accounts Payable to process payments to vendors.

Background

BHD uses several professional service contracts to support various essential staff activities, including specialized IT support, pharmacy services, and medical program planning. Each of these contracts supports functions that are critical to patient care and are necessary to maintain hospital, long-term care, crisis services licensure and paramedic services monitoring and training.

In April 2011, DAS and BHD discovered that the resolutions originally approved by the County Board in December 2010 included a technical error that only allowed payments for the contracts to be made for one year. BHD had requested the contracts be paid in not-to-exceed annual amounts for the life of the contracts, as is stated in the report presented to the Board and included in **Attachment A**. BHD is now returning to the Board with a revised resolution that gives BHD the authority to pay each vendor the annual not-to-exceed amount listed for the life of the contract (as dictated by the term listed). Each professional services contract entered into has an out-clause (typically 90 days) therefore if budget authority is changed in future years BHD could terminate the contract. Any increase to the contracts would be brought to the Board for separate action per Section 56.30.

Recommendation

It is recommended that the Milwaukee County Board of Supervisors authorize the Interim Director, DHHS, or her designee, to execute the revised professional service agreements for the amounts enumerated identified in the attached resolution.

Fiscal Effect

This is a technical change and does not have a fiscal impact since the dollar amounts did not change from the original resolutions and these contracts have been budgeted in BHD's 2011 Adopted Budget. A fiscal note form is attached.

A handwritten signature in cursive script, reading "Geri A. Lyday", is written over a horizontal line.

Geris Lyday, Interim Director
Department of Health and Human Services

cc: Chris Abele, Milwaukee County Executive
CJ Pahl, Interim Fiscal & Budget Administrator - DAS
Terrence Cooley, County Board Chief of Staff
Antionette Thomas-Bailey, Analyst - DAS
Jennifer Collins, County Board Staff
Jodi Mapp, County Board Staff