

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: August 20, 2012

TO: Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by: Dennis Buesing, Administrator, DHHS Contract Services

SUBJECT: Report from the Director, Department of Health and Human Services, Requesting Authorization to Increase the 2012 Professional Services Contract with Quick Financial Solutions LLC in the Management Services Division

Issue

Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for Professional Services Contracts of \$50,000 or greater. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to increase the 2012 Professional Services Contract with Quick Financial Solutions LLC for specialized accounting and fiscal management services for the Management Services Division by \$20,000 to a total of \$127,262.

Background

Each year, DHHS enters into purchase contracts and fee-for-service agreements for the provision of human services totaling hundreds of millions of dollars, with a wide variety of community agencies. Under state and federal guidelines, the county is required to monitor agencies that receive state and federal funding. The county would face a significant loss of federal and state revenue if it failed to adequately monitor state and federally funded programs. A part of this effort involves consulting and accounting services to enhance Children's Long Term Support (CLTS) Medicaid Waiver fiscal management in order to maximize the Disabilities Services Division's (DSD) ability to draw down state and federal revenue.

In order to perform these consulting and accounting functions effectively, it was determined that it DHHS needed to secure an expert with experience and expertise in governmental and non-profit accounting, including familiarity with Medicaid Waiver programs and Medicaid cost reporting.

In January 2012, the Director of the Department of Health and Human Services entered into a contract with Quick Financial Solutions, a certified Disadvantaged Business Enterprise (DBE), to provide consulting and accounting assistance to DSD in order to achieve these objectives.

In large measure, the need for these services is due to the rapid growth in DSD's Children's Long-

Term Support program as well as state initiatives to significantly reduce CLTS wait lists. In addition, DSD was chosen to participate in the CLTS Third Party Administrator (TPA) service authorization and claims process pilot initiated by the Wisconsin Department of Health Service (DHS).

Professional services provided to date by Quick Financial Solutions include analysis and review of the components of the CLTS Medicaid Waiver program and the CLTS TPA claims process, including creation and preparation of monitoring and reporting tools to aid DSD fiscal and program staff in the management of the CLTS Medicaid Waiver program as well as measures and processes to help evaluate the effectiveness and efficiency of these activities.

DSD currently uses a manual prior authorization system with the state's TPA. However, DSD is in the process of transitioning to an automated prior authorization database program under development. The \$20,000 contract increase is necessary to support the current manual prior authorization system with the state's TPA until the end of the year, while the automated system is under development. Upon completion of the new system the contractor will assist DSD in the transition and training of staff in the new automated system under development.

Recommendation

It is recommended that the Director of the Department of Health and Human Services, or his designee, be authorized to increase the professional services contract with Quick Financial Solutions LLC by \$20,000 to a total of \$127,262 for the time frame of October 1, 2012 through December 31, 2012.

Fiscal Effect

It is anticipated that additional CLTS revenue from the Wisconsin Department of Health Services will completely offset the total recommended increase in the Quick Financial Solutions contract. Therefore, no tax levy impact is anticipated. DHHS has not received written notice from the State regarding reimbursement of these additional expenses. In the event the State will not reimburse the County, DHHS will hold uncommitted contract funds to absorb this increase. A fiscal note form is attached. If necessary, a fund transfer will be submitted later in 2012.

Respectfully Submitted,



Héctor Colón, Director
Department Of Health and Human Services

cc: County Executive Chris Abele
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