



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: February 12, 2019

DATE: Wednesday, February 06, 2019

TO: Board of County Commissioners

FROM: Amber Howell, Director, Human Services Agency
(775) 785-8600, ahowell@washoecounty.us

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve an [\$230,755] increase to Master Consulting Software Agreement with Sivic Solutions Group for a total contract cost of \$544,000 for hosting and technical support costs for automated IV-E claiming and random moment in time systems and technical assistance and strategic planning support for cost allocation plans within the Human Services Agency. (All Commission Districts)

SUMMARY

The Human Services Agency recommends the Board to approve an [\$230,755] increase to Master Consulting Software Agreement with Sivic Solutions Group for a total contract cost of \$544,000 for hosting and technical support costs for automated IV-E claiming and random moment in time systems and technical assistance and strategic planning support for cost allocation plans within the Human Services Agency.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

On December 12, 2017, Item #11, the Board approved the Master Consulting Software Agreement with Sivic Solutions Group to provide hosted support for automated IV-E claiming and random moment in time systems and technical assistance and strategic planning support for cost allocation plans within the Human Services Agency in the amount of \$313,245.

BACKGROUND

The Human Services Agency (HSA) is tasked with providing services that insure the safety, security and well-being of individuals of all ages throughout Washoe County. In doing so HSA receives funding from multiple agencies to support its efforts.

Upon Board approval of the Master Consulting Software Agreement on December 12, 2017 HSA began work with the Sivic Solutions Group (Sivic) to implement the random moment time study and cost allocation billing system.

AGENDA ITEM # _____

In early 2018 HSA and Sivic staff developed the framework for the random moment in time study system and began training Children, Adult and Senior Services staff allowable activities. Simultaneously, staff and Sivic reviewed the cost allocation plans for Social Services (Children and Adult Services) and Senior Services to develop a single cost allocation plan for the Human Services Agency. Upon completion of these two tasks development of the cost allocation billing system began.

HSA went live with the random moment in time study program on July 1, 2018 which ran in tandem with the old system to verify the validity of the new systems as required under Title IV-E and Medicaid guidelines. In December of 2018 the cost allocation billing system was completed and HSA is working with the vendor to prepare first and second quarter billings for Title IV-E and Medicaid Administrative Claiming for the entire Human Services Agency.

Preliminary projections indicate the County will realize approximately \$1.5 million in new revenue in FY19 as a result of implementation of the Sivic random moment in time study and cost allocation billing system.

The request to increase funding for the three year Master Consulting Software Agreement with Sivic Solutions Group by \$230,755 is to correct an error in the calculation of the total cost for the agreement that was approved by the Board on December 12, 2017.

FISCAL IMPACT

Funding for this project is included in the Agency's approved FY19 budget in the following funds:

Account Number		Description	Amount of Increase/(Decrease)
CC 210100 Indigent Fund	-710100	Professional Services	\$ 85,752
CC 221400 Senior Services	-710100	Professional Services	\$ 15,755
CC 280715 Child Welfare	-710100	Professional Services	\$ 129,248
Total Budget Authority			\$ 230,755

RECOMMENDATION

Recommendation to approve an [\$230,755] increase to Master Consulting Software Agreement with Sivic Solutions Group for a total contract cost of \$544,000 for hosting and technical support costs for automated IV-E claiming and random moment in time systems and technical assistance and strategic planning support for cost allocation plans within the Human Services Agency.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve an [\$230,755] increase to Master Consulting Software Agreement with Sivic Solutions Group for a total contract cost of \$544,000 for hosting and technical support costs for automated IV-E claiming and random moment in time systems and technical assistance and strategic planning support for cost allocation plans within the Human Services Agency."