

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 12/20/2005
Department Name: Alcohol, Drug & Mental Health
Department No.: 043
Agenda Date: 01/17/2006
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: James L. Broderick, Ph.D., Director
Alcohol, Drug & Mental Health Services

STAFF CONTACT: Carrie Topliffe, ADMHS Assistant Director - Administration
805.681.4090

SUBJECT: Contract for Cary Kinoshita

Recommendations:

That the Board of Supervisors:

1. Approve and execute a contract in the amount of \$29,237, including County-mandated Contractor-on-Payroll benefits, effective January 17, 2006 through June 30, 2006, with Cary Kinoshita, a local vendor, to provide computer system support services to ADMHS.
2. Authorize the Director of ADMHS to approve amendments to the proposed contract, provided that any such amendments do not exceed ten percent (10%) of the contract's dollar amount.

Alignment with Board Strategic Plan:

The recommendations are primarily aligned with Goal No. 2. A Safe and Healthy Community in Which to Live, Work and Visit.

Executive Summary and Discussion:

Cary Kinoshita will function as a Computer Systems Specialist, providing a complete range of technical support services to ADMHS, including evaluating and resolving end user problems, identifying and obtaining appropriate resources for the resolution of complex problems, evaluating needs for new and revised systems, and adapting existing database software, spreadsheets, and other programs to best meet system or end user needs. Importantly, Mr. Kinoshita will assist with key initiatives, including the implementation of new State Alcohol and Drug Program reporting requirements (effective January 1, 2006), the implementation of a new version of the Online Progress Notes software used by Mental Health's

Subject: Cary Kinoshita COP Contract - ADMHS
Agenda Date: 01/17/2006
Page: 2 of 2 Pages

contracted providers, and the evaluation of new billing software. The \$29,237 contract value will allow Mr. Kinoshita to work a maximum of 80 hours per biweekly pay period for the period January 17, 2006 through June 30, 2006.

Outcomes:

The proposed contract with Mr. Kinoshita for computer application, network, and communication support services will help ADMHS meet Recurring Performance Measure 0221 to increase the amount billed to Medi-Cal by 15% from \$23,967,765 to \$27,478,437 by improving coordination between fiscal functions and Management Information System (MIS) functions. The proposed contract will also help ADMHS implement new MIS systems that streamline provider billing functions, and meet State requirements for reporting client data.

Mandates and Service Levels:

Mental Health Services are mandated by the Welfare and Institutions Code, Section 5600.

Fiscal and Facilities Impacts:

This contract is funded by Medi-Cal and Realignment. These funding sources are identified in the Adopted FY 2005-06 Budget, Federal and State Funding, Medi-Cal line item 5405; and, Realignment funds line item 4102, in the County Budget Book, Administration, page D-142.

The recommended actions will not result in a need for any additional facilities.

Special Instructions:

Please send one (1) fully executed copy of the contract and endorsed minute order to:

Alcohol, Drug & Mental Health Services
ATTN: Jennie Pittman, Contracts Analyst
300 N. San Antonio Road
Santa Barbara, CA 93110

Concurrence:

Auditor-Controller
Risk Management