

CPTP Workgroup Meeting: October 20, 2009

MHSA IT Plan and State funding:

- State MHSA Agreement with County now includes the IT funding for 09/10
- Funds for first year of CPTP are included in the 09/10 DMH budget

MHSA IT Funding Agreement

- County Counsel and County CIO have completed review
- One remaining issue regarding proprietary interest in custom developed software and tools
- Awaiting County CEO comments which customarily follow County Counsel
- Awaiting determination of allocations as Board Letter must have Maximum Contract Amounts for each agency

MHSA IT Project Proposal Status

- 17 Proposals submitted
- 12 Level One – Review time ~ 2 wks
- 4 Level Two – Review Time ~ 3-4 wks with subsequent revisions < 1wk
- 1 Approved

Points of Clarification Regarding Proposal Reviews

- Level One review verifies completeness of proposal and is quasi-qualitative
- No Project as part of consortium will be approved until all projects in the consortium have been approved
- Agencies that have a status of not financially viable or are currently under review for viability will be held at Level One until issues regarding financial viability have been resolved
- No project expenses incurred prior to a fully executed contract will be reimbursed

- No contracts will be executed prior to approval of at least one project and funds will be limited to the total of approved projects
- Operational Recovery Plans and Business Continuity Plans must be submitted to DMH
 - Within 30 days of implementation of EHR
 - If EHR implemented at time of contract execution, then within 30 days of the date of contract execution.

Common Findings in Project Proposals:

- Must include description of IT Resources and Project Specific IT Resources – Employees & Contractors
- Description of non-DMH Clients served and application of Allocation Methodology
- Consistency between Narrative, Budget, and Schedule
- Schedule should not include tasks that will be completed prior to estimated contract date of execution
- Schedule must include Closure
- Project duration should be consistent with the term of the project budget