

CLARK COUNTY STAFF REPORT

DEPARTMENT: Public Health

CCPH SR2018-662

DATE: 7/24/2018

REQUESTED ACTION:

Clark County Council approval for Clark County Public Health to utilize Department fund balance for the transition of their electronic medical records (EMR) software package to myInsight, add a two-year 1.0 FTE project Office Assistant III position (effective August 16, 2018), and for the Public Health Director to sign the contract and any resulting amendments. No Clark County general fund support is requested.

Consent Hearing County Manager

BACKGROUND

Clark County Public Health, then Southwest Washington Health District, launched an exhaustive solicitation process for an electronic medical records (EMR) software platform in 2001. The successful bidder was QS Technologies, for the product Insight; a contract was signed in 2002 and “go live” was October 16, 2003. Netsmart purchased QS Technologies in 2006 from its parent company, Intelligent Systems, and has since deployed the next generation of the Insight EMR product, MyInsight.

Clark County Public Health is ready to take advantage of the efficiencies provided by a transition to MyInsight and is seeking permission to spend Department fund balance to make that transition. The cost will be approximately \$300,000. With the purchase of the product, it is imperative sufficient resources are dedicated to the necessary configuration and deployment of the platform. Also requested is a two-year 1.0 FTE project Office Assistant III project position, which will allow us to assign an existing Office Assistant III to the MyInsight project. Clark County Public Health does have sufficient fund balance for this request.

Clark County Public Health programs that utilize the electronic medical records software include: Communicable Disease Prevention & Control; HIV Prevention; Children with Special Health Care Needs; Nurse-Family Partnership; Sexually Transmitted Disease Prevention.

COUNCIL POLICY IMPLICATIONS

N/A

ADMINISTRATIVE POLICY IMPLICATIONS

N/A

COMMUNITY OUTREACH

N/A

BUDGET IMPLICATIONS


YES	NO	
		Action falls within existing budget capacity.
		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
XX		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

BUDGET DETAILS

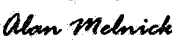
Local Fund Dollar Amount	
Grant Fund Dollar Amount	
Account	1025
Company Name	Public Health

DISTRIBUTION:

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Holly Barnfather
Grant and Contract Management Analyst

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Alan Melnick
Director/Health Officer

Primary Staff Contact: Jeff Harbison Ext.: 9475

APPROVED: 
 CLARK COUNTY, WASHINGTON
 CLARK COUNTY COUNCIL

DATE: 7/24/2018

SR# 132-18

APPROVED: _____
 Kathleen Otto, Deputy County Manager

DATE: _____



BUDGET IMPACT ATTACHMENT**Part I: Narrative Explanation**

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

Part II: Estimated Revenues

Fund #/Title	2017-2018 Biennium		2019 Annual Budget		2020 Annual Budget	
	GF	Total	GF	Total	GF	Total
1025 / Public Health						
Use of Department Fund Balance		175,330		206,946		38,084
Total		175,330		206,946		38,084

II. A – Describe the type of revenue (grant, fees, etc.)

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	2017-2018 Biennium		2019 Annual Budget		2020 Annual Budget	
		GF	Total	GF	Total	GF	Total
1025/Public Health	1.0		175,330		206,946		38,084
Total	1.0		175,330		206,946		38,084

III. B – Expenditure by object category

Fund #/Title	2017-2018 Biennium		2019 Annual Budget		2020 Annual Budget	
	GF	Total	GF	Total	GF	Total
Salary/Benefits		22,330		56,946		38,084
Contractual		150,000		150,000		
Supplies		3,000				
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total		175,330		206,946		38,084

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Fund	Prog	Dept	Basele	Obj	Categ	2017-18 EXP Inc / REV dec (DR)	2017-18 EXP dec / REV Inc (CR)	2019-20 EXP Inc / REV dec (DR)	2019-20 EXP dec / REV Inc (CR)	Type	Operating vs capital	For Future Use1	For Future Use2	Position	Notes
1025	115	700	562130	110	000000	14,524		64,865		One-Time Operating				HEA-001	
1025	115	700	562130	210	000000	1,147		4,375		One-Time Operating				HEA-001	
1025	115	700	562130	211	000000	1,845		8,238		One-Time Operating				HEA-001	
1025	115	700	562130	220	000000	13		54		One-Time Operating				HEA-001	
1025	115	700	562130	221	000000	3,626		12,388		One-Time Operating				HEA-001	
1025	115	700	562130	222	000000	961		4,166		One-Time Operating				HEA-001	
1025	115	700	562130	223	000000	214		944		One-Time Operating				HEA-001	

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Emily Ewertzig

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Package number	Fund number	Program	Dept number	Type	Add, Delete, Change	Does this change involve a reclass?	FTE CHANGE	Effective date of change (MM/YY)	Position #	New Job classification	Grade & Range	Length for new project positions	For Future Use
PBH-01	1025	115	700	Project	A	No	1.00	8/16/2018	HEA-001	Office Assistant III	HD.505	24 months	

FOR STAFF REPORTS ONLY:

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Kathleen Otto
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7/11/2018

HR APPROVAL

Signature

Date
7/11/2018

BUDGET OFFICE APPROVAL

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Date