

Authority is currently being requested to extend the termination date of the Agreement, as amended through June 1, 2010. Services continue to be required and the requested extension will result in no additional cost to the County.

The consultant will continue to provide on-site technical assistance and training on the use of the Information Management Associates Billing Software System ("IMA"). Technical assistance and training will reflect the entire range of IMA capacity and billing processes. Technical assistance and training will also include the identification of problems or potential liabilities and possible resolutions. The consultant will also continue to develop a new set of work flow schematics and written policies and procedures to govern the billing operations and will continue to provide technical assistance, training, and the development of billing procedures requiring access to clinics, staff, and the Department's version of IMA. Other access and associated supports will continue to be provided as identified and as needed. This is the only Consultant that has the expertise in the Department's billing system.

With the continuing need to reduce reliance on tax levy support, the goal of this agreement is to increase the ability of the Department to bill and collect revenue. This will be achieved by training staff in a variety of aspects designed to reduce errors so that revenue will be collected in a more timely fashion. Increased revenue and error reduction will continue to be tracked and monitored by running reports available from the IMA software. At the start of the contract the Department's billing error rate was 25%. Currently the error is below 10%. Cash flow and the collection of cash has improved with less staff time and has resulted in the Department's ability to abolish one position.

The proposed amendment will serve a financial public benefit by assisting the Department in continuing to collect revenue that will decrease the Department's tax levy support.

I recommend your favorable consideration of the annexed proposed Resolution.

GEM/MCB/DI:sw
Att.

APPROVED BOARD OF ACQUISITION & CONTRACTS - 2-2-2010 JIMMIE VIEIRA, SECRETARY

RESOLUTION

Upon a communication from Grant E. Mitchell, M.D., Commissioner of the Department of Community Mental Health and Marguerite Beirne, Chief Information Officer of the Department of Information Technology, be it hereby

RESOLVED, that authority is granted to the Department of Community Mental Health to amend an agreement with ABA Business Technologies for the provision of on-site technical assistance and training in the use and report generating aspect of the Department's billing software system in order to extend the termination date of the Agreement through June 1, 2010; and be it further

RESOLVED, that all other terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof, and it is further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute this agreement for the County of Westchester.

Original Agreement	\$35,000
First Amendment	\$25,000
This Amendment	<u>0</u>
Total	\$60,000

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	26	2000	4420		0

Budget Funding Year(s) 2009 Start Date 01/01/09 End Date 6/1/10
(must match resolution)

Funding Source Tax Dollars: NA

State Aid: _____

\$ 60,000 Federal Aid: _____
(must match resolution)

Other: _____