



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Health System



Date: April 13, 2015
Board Meeting Date: June 16, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Jean S. Fraser, Chief, Health System
Gina Wilson, Chief Financial Officer, Health System

Subject: Amendment to the agreement with Organizational Intelligence, LLC. to provide and expand the automated reporting system

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Organizational Intelligence, LLC., to provide and expand the existing automated San Mateo Medical Center reporting system to the entire Health System, increasing the amount by \$213,500 to an amount not to exceed \$313,500.

BACKGROUND:

In 2004, the Organizational Intelligence software (OI system) was installed for San Mateo Medical Center's (SMMC) Finance department to provide enhanced budget monitoring, analysis and reporting. The OI system uses information from the County's accounting and payroll systems to report on SMMC's financials at cost center level detail. SMMC has worked with the Controller's Office and Human Resources to develop interfaces that provide the key financial information required for a complete analysis.

DISCUSSION:

The functionality of the OI system would be useful to other divisions in the Health System and allow reporting to occur without additional manual work. Expanding the OI system beyond SMMC would also improve the Health System's monthly monitoring processes, providing managers more timely and easy access to their financial data. Finally, this system would improve our process for variance analysis, which would become an automated workflow with the use of the OI system. Once the OI system is implemented, we expect that the use of manual spreadsheets will be reduced and the amount of time required for monthly monitoring to decrease.

The resolution contains the County's standard provision allowing amendment of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

ISD has reviewed and approved the IT component of this amendment.

The amendment and resolution have been reviewed and approved by County Counsel as to form.

Approval of this amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by ensuring proper financial stewardship of the County's funds, to maximize the amount and quality of health care services provided to San Mateo County residents. It is anticipated that this software implementation would decrease the number of days required to complete Health System financial analysis, resulting in 16 fewer days required in FY 2015-16 and 24 fewer days required in FY 2016-17.

PERFORMANCE MEASURE(S):

Measure	FY 2015-16 Estimated	FY 2016-17 Projected
Reduction in number of days required per year to review and report Health System financials and variances	16	24

FISCAL IMPACT:

The term of the amended agreement remains November 1, 2014 through October 31, 2017. The amount is being increased by \$213,500 to a new amount not to exceed \$313,500. There will be no net county cost. The cost will be covered by charges to the Health System divisions, 1991 Realignment funds, and the Medi-Cal Administrative Activities fund. Funds in the amount of \$183,000 are included in the Health System FY 2015-16 Recommended Budget. Funds in the amount of \$30,500 are included in the Health System FY 2016-17 Recommended Budget.