

Table of Contents ¹

¹ Table of contents introduced for ease of navigation on the web.

Section 1: Organization Chart

Section 2: Activity Inventory Report

Section 3: Performance Measures

Section 4: Budget Recommendation Summary

Section 5: Maintenance Level

 Recommendation Summary

 Decision Packages

 M2-8P Postage Rate Adjustments

 M2-9T Transfers

 M2-PV Sustaining Unisys Operations

 M2-PW Decommissioning SSPS

Section 6: Policy Level

 Recommendation Summary

 Decision Packages

2013-15

Biennial Budget

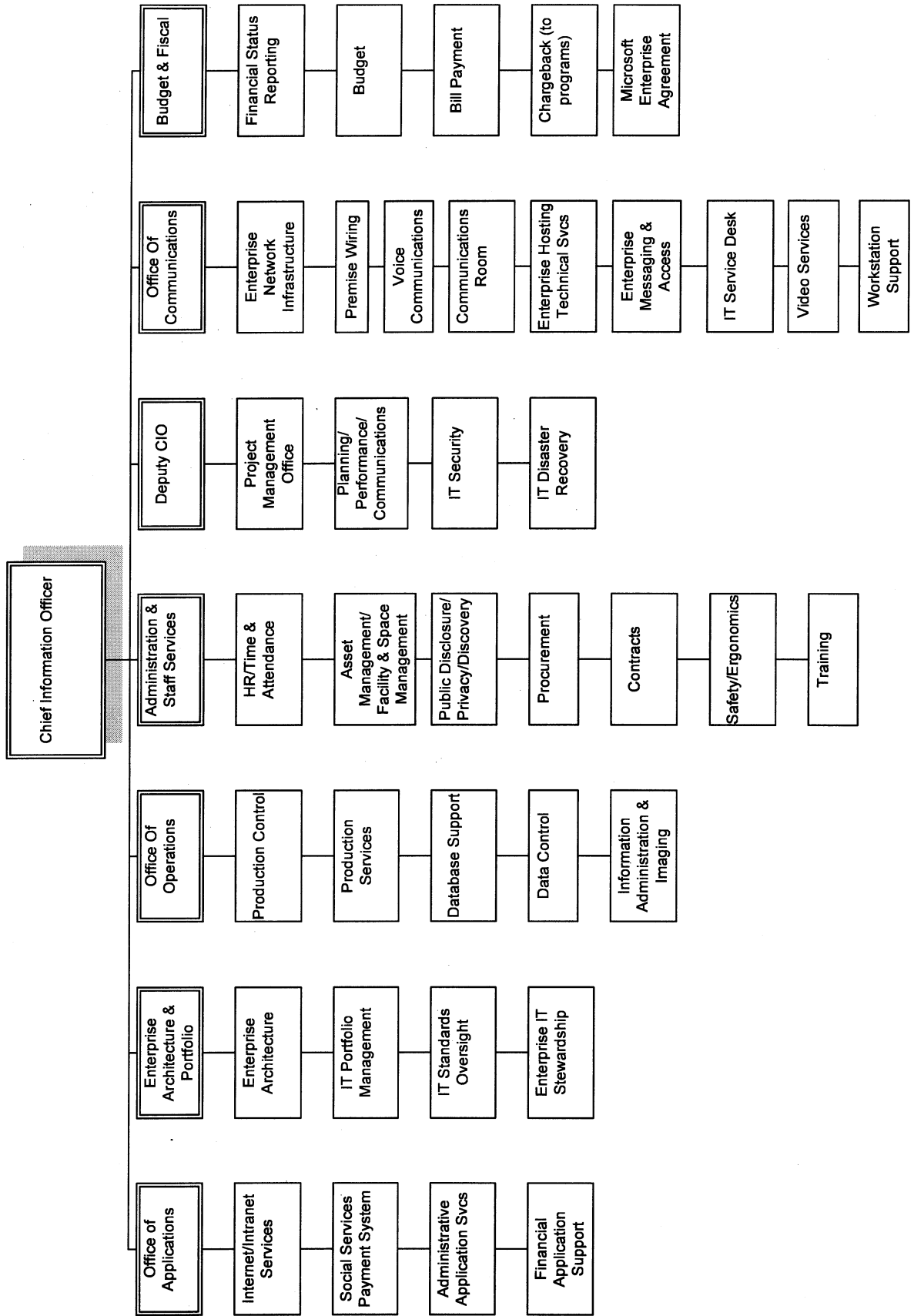
Information System Services Division

DSHS Budget Division

Section 1
Organization Chart

Code	Title
300	Department of Social and Health Services
150	Information System Services Division
AGENCY PROGRAM	

INFORMATION SYSTEM SERVICES DIVISION



Appropriation Period: 2013-15 Activity Version: 11 - 2013-15 2-YR Agency Req Program:150 Sort By: Activity

300 - Dept of Social and Health Services

P001 Information Systems Services

The Information System Services Division is the primary service provider for DSHS-wide information technology services. The Division is responsible for network infrastructure and support, electronic messaging, telephone and voice services, production control, data security and disaster recovery, enterprise application development services for DSHS Executive Administrations, support of the Imaging system and the Social Service Payment System, Internet/Intranet services, enterprise architecture, formulating agency IT policy, maintaining an IT portfolio, facilitating application governance and the setting of agency IT standards, and coordinating oversight reporting to the Information Services Board.

Program 150 - Information System Services

Account	FY 2014	FY 2015	Biennial Total
FTE			
996-Z Other	194.7	193.9	194.3

Statewide Result Area: Improve the security of Washington’s vulnerable children and adults

Statewide Strategy: Provide support services to children and families

Expected Results

Provide an efficient and secure wide area network (WAN) and electronic messaging system; develop and maintain data security, disaster recovery and information technology (IT) policy and best practice for DSHS; administer and maintain the DSHS enterprise architecture and IT Portfolio programs, provide telephony, mainframe processing, internet/intranet and other supporting services.

Grand Total

	FY 2014	FY 2015	Biennial Total
FTE's	194.7	193.9	194.3
GFS	\$0	\$0	\$0
Other	\$0	\$0	\$0
Total	\$0	\$0	\$0

**Agency Performance Measure
Incremental Estimates for the Biennial Budget**

Agency: 300 Dept of Social and Health Services Budget Period: 2013-15

Activity: P001 Information Systems Services

150	CB	00	Current Biennium Base	No measures linked to activity
150	CB	00	Current Biennium Base	No measures linked to decision package
150	CL	ZE	Carry Forward Adjustments	No measures linked to decision package
150	CL	ZE	Carry Forward Adjustments	No measures linked to activity
150	M1	94	Mandatory Workload Adjustments	No measures linked to activity
150	M1	94	Mandatory Workload Adjustments	No measures linked to decision package
150	M1	IR	SCC Workload Adjustment	No measures linked to decision package
150	M1	IR	SCC Workload Adjustment	No measures linked to activity
150	M2	8P	Postage Rate Adjustments	No measures linked to activity
150	M2	8P	Postage Rate Adjustments	No measures linked to decision package
150	M2	9T	Transfers	No measures linked to decision package
150	M2	9T	Transfers	No measures linked to activity
150	M2	AQ	FamLink/Modis Project	No measures linked to activity
150	M2	AQ	FamLink/Modis Project	No measures linked to decision package
150	M2	CU	MH Firearm Background Checks	No measures linked to decision package
150	M2	CU	MH Firearm Background Checks	No measures linked to activity
150	M2	DN	Critical Community Placements	No measures linked to activity
150	M2	DN	Critical Community Placements	No measures linked to decision package
150	M2	DQ	Community Crisis Stabilization	No measures linked to decision package
150	M2	DQ	Community Crisis Stabilization	No measures linked to activity
150	M2	DR	SOLA Needs	No measures linked to activity
150	M2	DR	SOLA Needs	No measures linked to decision package
150	M2	DS	Program Support Stabilization	No measures linked to decision package
150	M2	DS	Program Support Stabilization	No measures linked to activity
150	M2	EZ	Foster Well-Being from HCA to LTC	No measures linked to activity
150	M2	EZ	Foster Well-Being from HCA to LTC	No measures linked to decision package
150	M2	FX	ACA - Health Benefit Exchange	No measures linked to decision package
150	M2	FX	ACA - Health Benefit Exchange	No measures linked to activity
150	M2	KY	Transfer between DSHS and HCA	No measures linked to activity
150	M2	KY	Transfer between DSHS and HCA	No measures linked to decision package
150	M2	PV	Sustaining Unisys Operations	No measures linked to decision package
150	M2	PV	Sustaining Unisys Operations	No measures linked to activity
150	M2	PW	Decommissioning SSPS	No measures linked to activity
150	M2	PW	Decommissioning SSPS	No measures linked to decision package
150	M2	WM	Technical Corrections	No measures linked to decision package
150	M2	WM	Technical Corrections	No measures linked to activity
150	PL	AZ	FAR and Investigation Staff	No measures linked to activity
150	PL	AZ	FAR and Investigation Staff	No measures linked to decision package
150	PL	BY	Mental Health Services Need	No measures linked to decision package
150	PL	BY	Mental Health Services Need	No measures linked to activity
150	PL	BZ	Prison Rape Elimination Act (PREA)	No measures linked to activity
150	PL	BZ	Prison Rape Elimination Act (PREA)	No measures linked to decision package
150	PL	CQ	WSH Consultative Treatment Team	No measures linked to decision package
150	PL	CQ	WSH Consultative Treatment Team	No measures linked to activity
150	PL	CR	MH High-Profile Patient	No measures linked to activity
150	PL	CR	MH High-Profile Patient	No measures linked to decision package
150	PL	DV	Basic Plus Waiver	No measures linked to decision package
150	PL	DV	Basic Plus Waiver	No measures linked to activity
150	PL	ET	Nursing Home Investigations	No measures linked to activity
150	PL	ET	Nursing Home Investigations	No measures linked to decision package

**Agency Performance Measure
Incremental Estimates for the Biennial Budget**

Agency: 300 Dept of Social and Health Services Budget Period: 2013-15

Activity: P001 Information Systems Services

150	PL	EU	Supported Living Investigations	No measures linked to decision package
150	PL	EU	Supported Living Investigations	No measures linked to activity
150	PL	EV	Resident and Client Protection	No measures linked to activity
150	PL	EV	Resident and Client Protection	No measures linked to decision package
150	PL	EW	Fostering Well Being Nurses	No measures linked to decision package
150	PL	EW	Fostering Well Being Nurses	No measures linked to activity
150	PL	EY	Community LTC Behavior Support	No measures linked to activity
150	PL	EY	Community LTC Behavior Support	No measures linked to decision package
150	PL	FT	Document Management System	No measures linked to decision package
150	PL	FT	Document Management System	No measures linked to activity
150	PL	FW	Client Receivable System	No measures linked to activity
150	PL	FW	Client Receivable System	No measures linked to decision package

Expenditure Detail By Program

Budget Recommendation Summary

DSHS Budget Division

Recommendation Summary

Version: P1 - 150 2013-15 2-YR Agency Req

Budget Period: 2013-15
Budget Level Criteria: ALL

Dollars in Thousands	Agency Priority	Annual Avg FTEs	General Fund State	Other Funds	Total Funds
CB - Current Biennium					
00	Current Biennium Base	0	198.6	0	0
	SubTotal CB		198.6	0	0
	Cumulative Total Thru CB		198.6	0	0
CL - Carry Forward Level					
ZE	Carry Forward Adjustments	0	0.0	0	0
	SubTotal CL		0.0	0	0
	Cumulative Total Thru CL		198.6	0	0
M1 - Mandatory Caseload and Enrollment Changes					
94	Mandatory Workload Adjustments	0	0.0	0	0
IR	SCC Workload Adjustment	0	0.0	0	0
	SubTotal M1		0.0	0	0
	Cumulative Total Thru M1		198.6	0	0
M2 - Inflation and Other Rate Changes					
8P	Postage Rate Adjustments	0	0.0	0	0
9T	Transfers	0	(1.0)	0	0
AQ	FamLink/Modis Project	0	0.0	0	0
CU	MH Firearm Background Checks	0	0.0	0	0
DN	Critical Community Placements	0	0.0	0	0
DQ	Community Crisis Stabilization	0	0.0	0	0
DR	SOLA Needs	0	0.0	0	0
DS	Program Support Stabilization	0	0.0	0	0
EZ	Foster Well-Being from HCA to LTC	0	0.0	0	0
FX	ACA - Health Benefit Exchange	0	0.0	0	0
KY	Transfer between DSHS and HCA	0	0.0	0	0
PV	Sustaining Unisys Operations	0	(3.3)	0	0
PW	Decommissioning SSPS	0	0.0	0	0
WM	Technical Corrections	0	0.0	0	0
	SubTotal M2		(4.3)	0	0
	Cumulative Total Thru M2		194.3	0	0
PL - Performance Level					
AZ	FAR and Investigation Staff	0	0.0	0	0
BY	Mental Health Services Need	0	0.0	0	0
BZ	Prison Rape Elimination Act (PREA)	0	0.0	0	0
CQ	WSH Consultative Treatment Team	0	0.0	0	0
CR	MH High-Profile Patient	0	0.0	0	0
DV	Basic Plus Waiver	0	0.0	0	0
ET	Nursing Home Investigations	0	0.0	0	0
EU	Supported Living Investigations	0	0.0	0	0
EV	Resident and Client Protection	0	0.0	0	0
EW	Fostering Well Being Nurses	0	0.0	0	0
EY	Community LTC Behavior Support	0	0.0	0	0
FT	Document Management System	0	0.0	0	0
FW	Client Receivable System	0	0.0	0	0

Recommendation Summary

Budget Period: 2013-15
Budget Level Criteria: ALL

Version: P1 - 150 2013-15 2-YR Agency Req

Dollars in Thousands	Agency Priority	Annual Avg FTEs	General Fund State	Other Funds	Total Funds
	SubTotal PL	0.0	0	0	0
	Cumulative Total Thru PL	194.3	0	0	0
Total Proposed Budget		194.3	0	0	0

Recommendation Summary Text

8P - Postage Rate Adjustments

Program: 150

(M2) The Department of Social and Health Services (DSHS) requests \$516,000 Total Funds, \$286,000 GF-State, in the 2013-15 Biennium for funding the increase in First-Class Mail postage from \$0.44 to \$0.45 that took effect January 22, 2012.

9T - Transfers

Program: 150

(M2) The Department of Social and Health Services (DSHS) requests the shift of FTEs and funding among programs in the 2013-15 Budget. This transfer will align FTEs and funds with the programs where the costs are incurred. The DSHS program combine total equals a net zero impact cost; the fiscal detail section amount below reflects an individual program.

PV - Sustaining Unisys Operations

Program: 150

(M2) The Department of Social and Health Services (DSHS), Administration and Supporting Services, Economic Services Administration and Information System Services Division, requests \$1,035,000 Total Funds, \$442,000 GF-State, and reduces (3.3) FTEs in the 2013-15 Biennium to provide contracted support for two mission critical systems: the Social Services Payment System (SSPS) and the Support Enforcement Management System (SEMS).

PW - Decommissioning SSPS

Program: 150

(M2) The Department of Social and Health Services (DSHS), Children's Administration (CA) and Information System Services Division (ISSD), requests \$526,000 Total Funds, \$254,000 GF-State, in the 2013-15 Biennial Budget to provide feasibility analysis and procurement preparation to migrate CA provider claims and subsidies functions off the legacy Social Services Payment System (SSPS).

Expenditure Detail By Program

Budget Levels Summary

State of Washington
Department of Social and Health Services
2013-15 Agency Budget Levels by Program (DSHS B5)

Agency Activity: Blank
Version: P1
150 2013-15 2-YR Agency Req
Program: 150 - Info SYS Svcs Div

	Current Biennium			Carry Forward Level			Maintenance Level			All Fund/Approp Types		
	Year 1		Year 2	Year 1		Year 2	Year 1		Year 2	Year 1		Year 2
	198.8	198.4	198.6	198.8	198.4	198.6	194.7	193.9	194.3	194.7	193.9	194.3
FTEs												
996-Z FTEs (EAOF-Other)	13,289,000	13,289,000	13,289,000	13,769,000	13,769,000	13,769,000	13,470,000	13,435,000	13,435,000	13,470,000	13,435,000	13,435,000
996-Z FTEs - Annual Average	4,113,000	3,983,000	3,983,000	4,004,000	3,983,000	3,983,000	3,915,000	3,884,000	3,884,000	3,915,000	3,884,000	3,884,000
	200,000	200,000	200,000	200,000	200,000	200,000	1,530,000	1,126,000	1,126,000	1,530,000	1,126,000	1,126,000
	5,980,000	5,449,000	5,449,000	5,980,000	5,449,000	5,449,000	6,439,000	5,916,000	5,916,000	6,608,000	6,285,000	6,285,000
	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	5,990,000	5,459,000	5,459,000	5,990,000	5,459,000	5,459,000	6,449,000	5,926,000	5,926,000	6,618,000	6,275,000	6,275,000
	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000	17,000
	2,467,000	2,199,000	2,199,000	1,923,000	2,205,000	2,205,000	1,923,000	2,205,000	2,205,000	1,923,000	2,205,000	2,205,000
	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000
	(26,112,000)	(25,183,000)	(25,183,000)	(25,939,000)	(25,669,000)	(25,669,000)	(27,340,000)	(26,629,000)	(26,629,000)	(27,509,000)	(26,978,000)	(26,978,000)
	0	0	0	0	0	0	0	0	0	0	0	0
Total Objects - Program: 150	0	0	0	0	0	0	0	0	0	0	0	0
Biennial Total Objects - Program: 150	0	0	0	0	0	0	0	0	0	0	0	0
Total Funds - Program: 150	0	0	0	0	0	0	0	0	0	0	0	0
Biennial Total Funds - Program: 150	0	0	0	0	0	0	0	0	0	0	0	0

2013-15 Agency Budget Levels by Program (DSHS B5)

Agency Activity: Blank

Version: P1

150 2013-15 2-YR Agency Req

	Current Biennium		Carry Forward Level		Maintenance Level		All Fund/Approp Types Performance Level	
	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2	Year 1	Year 2
Overall Total Objects	0	0	0	0	0	0	0	0
Biennial Overall Total Objects	0	0	0	0	0	0	0	0
Overall Total Funds	0	0	0	0	0	0	0	0
Biennial Overall Total Funds	0	0	0	0	0	0	0	0

Recommendation Summary

Budget Period: 2013-15

Version: P1 - 150 2013-15 2-YR Agency Req

Budget Level Criteria: M1+M2

Dollars in Thousands		Program Priority	Annual Avg FTEs	General Fund State	Other Funds	Total Funds
Program 150 - Info SYS Svcs Div						
M1 - Mandatory Caseload and Enrollment Changes						
94	Mandatory Workload Adjustments	0	0.0	0	0	0
IR	SCC Workload Adjustment	0	0.0	0	0	0
SubTotal M1			0.0	0	0	0
M2 - Inflation and Other Rate Changes						
8P	Postage Rate Adjustments	0	0.0	0	0	0
9T	Transfers	0	(1.0)	0	0	0
AQ	FamLink/Modis Project	0	0.0	0	0	0
CU	MH Firearm Background Checks	0	0.0	0	0	0
DN	Critical Community Placements	0	0.0	0	0	0
DQ	Community Crisis Stabilization	0	0.0	0	0	0
DR	SOLA Needs	0	0.0	0	0	0
DS	Program Support Stabilization	0	0.0	0	0	0
EZ	Foster Well-Being from HCA to LTC	0	0.0	0	0	0
FX	ACA - Health Benefit Exchange	0	0.0	0	0	0
KY	Transfer between DSHS and HCA	0	0.0	0	0	0
PV	Sustaining Unisys Operations	0	(3.3)	0	0	0
PW	Decommissioning SSPS	0	0.0	0	0	0
WM	Technical Corrections	0	0.0	0	0	0
SubTotal M2			(4.3)	0	0	0
Total Proposed M1+M2 Budget for Program 150 - Info SYS Svcs Div			(4.3)	0	0	0

Recommendation Summary Text

8P - Postage Rate Adjustments

(M2) The Department of Social and Health Services (DSHS) requests \$516,000 Total Funds, \$286,000 GF-State, in the 2013-15 Biennium for funding the increase in First-Class Mail postage from \$0.44 to \$0.45 that took effect January 22, 2012.

9T - Transfers

(M2) The Department of Social and Health Services (DSHS) requests the shift of FTEs and funding among programs in the 2013-15 Budget. This transfer will align FTEs and funds with the programs where the costs are incurred. The DSHS program combine total equals a net zero impact cost; the fiscal detail section amount below reflects an individual program.

PV - Sustaining Unisys Operations

(M2) The Department of Social and Health Services (DSHS), Administration and Supporting Services, Economic Services Administration and Information System Services Division, requests \$1,035,000 Total Funds, \$442,000 GF-State, and reduces (3.3) FTEs in the 2013-15 Biennium to provide contracted support for two mission critical systems: the Social Services Payment System (SSPS) and the Support Enforcement Management System (SEMS).

PW - Decommissioning SSPS

(M2) The Department of Social and Health Services (DSHS), Children's Administration (CA) and Information System Services Division (ISSD), requests \$526,000 Total Funds, \$254,000 GF-State, in the 2013-15 Biennial Budget to provide feasibility

Recommendation Summary

Version: P1 - 150 2013-15 2-YR Agency Req

Budget Period: 2013-15
Budget Level Criteria: M1+M2

Dollars in Thousands	Program Priority	Annual Avg FTEs	General Fund State	Other Funds	Total Funds
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PW - Decommissioning SSPS

analysis and procurement preparation to migrate CA provider claims and subsidies functions off the legacy Social Services Payment System (SSPS).

Department of Social and Health Services

DP Code/Title: M2-8P Postage Rate Adjustments
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Recommendation Summary Text:

The Department of Social and Health Services (DSHS) requests \$516,000 Total Funds, \$286,000 GF-State, in the 2013-15 Biennium for funding the increase in First-Class Mail postage from \$0.44 to \$0.45 that took effect January 22, 2012.

Fiscal Detail:

<u>Operating Expenditures</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
--------------------------------------	--------------------	--------------------	---------------------

Program Cost

Total Cost

Staffing

Package Description:

Effective January 22, 2012, the United States Postal Service (USPS) increased the rate for First-Class Mail to \$0.45 from the former rate of \$0.44.

This request funds a 2.27 percent increase in the First-Class Mail postage rate. The department postage costs are to meet mandatory notification requirements and for required operational needs.

Agency Contact: Jialing Huang (360) 902-7831

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

Not applicable

Performance Measure Detail

Program: 150

Activity: P001 Information Systems Services

No measures linked to package

Incremental Changes	
<u>FY 1</u>	<u>FY 2</u>
0.00	0.00

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This request supports the following goals identified in the DSHS 2013-2015 Strategic Plan:

--Goal 5 Increase public trust through strong management practices that ensure quality and leverage all resources

Does this decision package provide essential support to one of the Governor's priorities?

This package supports the Governor's priority of holding government accountable by focusing on performance and investing our resources to get the greatest possible return.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

State of Washington
Decision Package
Department of Social and Health Services

DP Code/Title: M2-8P Postage Rate Adjustments
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

This decision package rates as a high priority in the Priorities of Government (POG) process for the 2013-15 Budget development under the strategy:

Provide for the safety of Washington's vulnerable children and adults
--Ensure efficiency, performance, and accountability to clients and the public

What are the other important connections or impacts related to this proposal?

All state programs are impacted by this USPS rate increase.

What alternatives were explored by the agency, and why was this alternative chosen?

The USPS mail service is considered accessible to all clients and is an efficient means of communication. Other forms of communication or remittance of payments, such as electronic banking and email, are not accessible to many of the department's clients or may require revisions to state laws.

What are the consequences of not funding this package?

Not funding this request may decrease the agency's ability to communicate with clients and remain responsive to constituent needs. If not approved, then funds will have to be diverted from programs or services to cover the increased costs.

What is the relationship, if any, to the state's capital budget?

None

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None

Expenditure and revenue calculations and assumptions

Actual costs for Fiscal Year 2012 for specific Object E costs were used as the base for calculating Fiscal Year 2014 and Fiscal Year 2015 increases.

See attachment: AW M2-8P Postage Rate Adjustment.xlsx.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

This item is an ongoing operational cost. There are no one-time costs associated with this request. This is an increase that will carry forward into future biennia.

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Program 150 Objects			
E Goods And Services	21,000	21,000	42,000
T Intra-Agency Reimbursements	(21,000)	(21,000)	(42,000)
Total Objects	0	0	0

Department of Social and Health Services

DP Code/Title: M2-8P Postage Rate Adjustments

Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

DSHS Source Code Detail

Fund ,		<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<u>Sources</u>	<u>Title</u>			

Total for Fund

Total

Totals for all funds

**2013-15 Biennial Budget
M2-8P Postage Rate Adjustment**

Department of Social & Health Services
2013-15 Biennial Budget Agency Request - 8P Postage Rate Adjustment

Rounded =Round(link,-3)

Program	Year			ISSD - TZ			Total		
	2014	2015	Total	2014	2015	Total	2014	2015	Total
010	14,000	14,000	28,000	3,000	3,000	6,000	17,000	17,000	34,000
020	1,000	1,000	2,000	1,000	1,000	2,000	2,000	2,000	4,000
030	2,000	2,000	4,000	1,000	1,000	2,000	3,000	3,000	6,000
040	5,000	5,000	10,000	1,000	1,000	2,000	6,000	6,000	12,000
050	8,000	8,000	16,000	2,000	2,000	4,000	10,000	10,000	20,000
060	201,000	201,000	402,000	11,000	11,000	22,000	212,000	212,000	424,000
070	0	0	0	0	0	0	0	0	0
100	2,000	2,000	4,000	0	0	0	2,000	2,000	4,000
110	4,000	4,000	8,000	2,000	2,000	4,000	6,000	6,000	12,000
135	0	0	0	0	0	0	0	0	0
145	0	0	0	0	0	0	0	0	0
150	21,000	21,000	42,000	(21,000)	(21,000)	(42,000)	0	0	0
Total	258,000	258,000	516,000	0	0	0	258,000	258,000	516,000

State/Other Split

Program	State			Other			Total		
	2014	2015	Total	2014	2015	Total	2014	2015	Total
010	11,000	11,000	22,000	6,000	6,000	12,000	17,000	17,000	34,000
020	2,000	2,000	4,000	0	0	0	2,000	2,000	4,000
030	3,000	3,000	6,000	0	0	0	3,000	3,000	6,000
040	4,000	4,000	8,000	2,000	2,000	4,000	6,000	6,000	12,000
050	6,000	6,000	12,000	4,000	4,000	8,000	10,000	10,000	20,000
060	112,000	112,000	224,000	100,000	100,000	200,000	212,000	212,000	424,000
070	0	0	0	0	0	0	0	0	0
100	0	0	0	2,000	2,000	4,000	2,000	2,000	4,000
110	5,000	5,000	10,000	1,000	1,000	2,000	6,000	6,000	12,000
135	0	0	0	0	0	0	0	0	0
145	0	0	0	0	0	0	0	0	0
150	0	0	0	0	0	0	0	0	0
Total	143,000	143,000	286,000	115,000	115,000	230,000	258,000	258,000	516,000

Department of Social and Health Services

DP Code/Title: M2-9T Transfers
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Recommendation Summary Text:

The Department of Social and Health Services (DSHS) requests the shift of FTEs and funding among programs in the 2013-15 Budget. This transfer will align FTEs and funds with the programs where the costs are incurred. The DSHS program combine total equals a net zero impact cost; the fiscal detail section amount below reflects an individual program.

Fiscal Detail:

Operating Expenditures

FY 1 FY 2 Total

Overall Funding

Program Cost

Total Cost

Staffing

FY 1 FY 2 Annual Avg

Agency FTEs

(1.0) (1.0) (1.0)

Package Description:

DSHS requests internal transfer among several program budgets resulting in a net zero funding change for the department. This aligns program appropriations with planned expenditures for the current budget. DSHS requests the following adjustments:

Information System Services Division (ISSD) Compensation Adjustment-

(Program 110 to Programs 010, 020, 030, 040, 050, 060, 070, 110, 110, and 135):

Program 110 - Administration and Supporting Services (Administration) will transfer compensation adjustments for staff in program 150 or ISSD to other DSHS programs. ISSD is a \$0 budget and chargeback program where funding resides in program's TZ budget. Administration will transfer \$653,000 GF-State to the other programs. The transfer will realign the funding with the correct DSHS programs to be charged by ISSD.

Central Service Reforms Savings Redistribution-

(Program 145 to Programs 010, 020, 030, 040, 050, 060, 070, 100, 110, 135, and 150):

Program 145 - Payments to Other Agencies (PTOA) received a budget reduction from the 2012 Supplemental Budget reducing costs related to cell phones, mailing, printing, and information technology. These costs are not paid by PTOA, but are paid by the other DSHS programs. PTOA will transfer \$6,737,000 Total Funds, \$5,177,000 GF-State, in reductions to the programs. This transfer will reduce funding in the programs where cost savings are incurred.

Internal Auditor and Cell Phone Funding-

(Programs 010, 020, 030, 040, 050, 060, 070, 100, 110, and 135):

Internal funding related to auditing and monitoring the effective use of cell phones is created. The funding will monitor cell phone usage and payments and develop a department-wide policy for effective use of cell phones. Programs will transfer \$302,000 Total Funds, \$152,000 GF-State, to Administration.

Human Resource Consolidation-

(Programs 010, 020, 030, 040, 050, 060, 070, 100, and 150 to 110):

The Human Resources Division (HRD) within Administration has undergone reorganization. All human resources staff in the field now report to HRD, but are funded by the various programs. This consolidation will move the budget for all human resources staff under HRD. The LEAP Committee provisionally approved this consolidation in June 2012, pending the receipt and verification of recast historical data. Programs will transfer 71.5 FTEs and \$9,510,000 Total Funds, \$5,038,000 GF-State, to Administration.

Department of Social and Health Services

DP Code/Title: M2-9T Transfers
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Carry Forward Level (CFL) Reversal-

(Program 145 to Programs 010, 020, 030, 040, 050, 060, 070, 100, 110, and 135):

The 2013-15 CFL biennialized the costs related to the Consolidated Technology Services (CTS) rate reduction and workers' compensation (L&I) adjustments. The CTS rate reduction and L&I adjustment were funded in PTOA from the initial 2011-13 Biennium Budget and were later transferred to the programs in the "Early Action" 2012 Supplemental Budget, where the costs incurred. However, in PTOA, these steps did not biennialize in the 2013-15 CFL; therefore, the transfers in the 2013-15 CFL should not biennialize either. PTOA will transfer \$3,399,000 Total Funds, \$2,477,000 GF-State, to the programs. This reversal will match the CFL for these items in PTOA and in the transfers step.

Evidence-Based Funding Transfer-

(Program 110 to Programs 010 and 030):

Funding from the 2012 Supplemental Budget - 2nd Special Session was provided for the implementation of E2SHB 2536 - Children Services Delivery with coordination between Children's Administration and Mental Health. The funding is intended for programs 010 and 030. Administration will transfer 2.0 FTEs and \$436,000 Total Funds, \$226,000 GF-State, to Children's and Mental Health.

Special Commitment Center (SCC) and Consolidated Field Services (CFS) FTE Transfer-

(Program 135 - SCC to Program 160 - CFS):

SCC received FTEs and funding for the maintenance operations of McNeil Island and received a reduction in resident's legal defense costs and related FTEs. Costs for these services are in SCC, but FTEs are in CFS. SCC will transfer 3.7 FTEs to CFS (6.7 FTEs provided for maintenance operations and 3.0 FTEs reduced for legal costs).

Cost Allocation Funding Adjustment-

(Program 110 and Program 145)

Actual earnings for Title 19 between Administration and PTOA need to be adjusted. Administration is earning more federal than state and the opposite is true in PTOA. Administration will transfer \$500,000 GF-State to PTOA and PTOA will transfer \$500,000 GF-Federal to Administration. The net effect is zero.

Developmental Disabilities Division (DDD) Category Transfer-

(Category 8000 to Categories 1000 and 2000)

DDD is transferring 136.0 FTEs and 19,773,000 Total Funds, \$9,187,000 GF-State, from Category 8000 to Categories 1000 and 2000. The closure of the Frances Haddon Morgan Center (FHMC) in the 2011-13 Biennium moved FTEs and funding to Category 8000 to help FHMC residents transitioned to the community settings and to the State Operated Living Alternatives (SOLA's). Residents have transitioned from FHMC to the community settings and the SOLA's and this request moves funding where costs are occurring.

These transfers will realign the funding with the DSHS programs to be charged.

Agency contact: Tula Habb (360) 902-8182

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

Costs are reflected in appropriate DSHS programs and the department maintains an effective administrative operation.

Performance Measure Detail

Agency Level

Activity: P001 Information Systems Services

No measures linked to package

Incremental Changes

FY 1

FY 2

0.00

0.00

Department of Social and Health Services

DP Code/Title: M2-9T Transfers
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This request supports the following goals identified in the DSHS 2013-2015 Strategic Plan:

--Goal 5 Increase public trust through strong management practices that ensure quality and leverage all resources

Does this decision package provide essential support to one of the Governor's priorities?

This package supports the Governor's priority of holding government accountable by focusing on performance and investing our resources to get the greatest possible return.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

This decision package rates as a high priority in the Priorities of Government (POG) process for the 2013-15 Budget development under the strategy:

Provide for the safety of Washington's vulnerable children and adults
--Ensure efficiency, performance, and accountability to clients and the public

What are the other important connections or impacts related to this proposal?

None

What alternatives were explored by the agency, and why was this alternative chosen?

None

What are the consequences of not funding this package?

If the funding authority is not transferred between programs, DSHS would be required to develop internal mechanisms to track and transfer costs resulting in reduced efficiency.

What is the relationship, if any, to the state's capital budget?

None

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None

Expenditure and revenue calculations and assumptions

See attachment: AW M2-9T Transfers.xlsx.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

The transfer is one time then all costs associated with it will be ongoing and will carry-forward into future biennia.

Department of Social and Health Services

DP Code/Title: M2-9T Transfers
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Overall Funding			
A Salaries And Wages	(47,000)	(47,000)	(94,000)
B Employee Benefits	(16,000)	(16,000)	(32,000)
E Goods And Services	21,000	10,000	31,000
T Intra-Agency Reimbursements	42,000	53,000	95,000
Total Objects	0	0	0

DSHS Source Code Detail

<u>Overall Funding</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Fund ,			
<u>Sources Title</u>			

Total for Fund

Total Overall Funding

Totals for all funds

**2013-15 Biennial Budget
M2-9T Transfers**

	Program	FTEs			FY 2014			FY 2015			2013-15 Biennium		
		FY14	FY15	Total	001-1	Other	Total	001-1	Other	Total	001-1	Other	Total
010	Children's Administration			0.0			0			0	0	0	0
	1. ISSD Compensation Adjustments			0.0	50,000		50,000	48,000		48,000	98,000	0	98,000
	2. Central Service Reforms Redistribution			0.0	(510,000)	(152,000)	(662,000)	(593,000)	(185,000)	(778,000)	(1,103,000)	(337,000)	(1,440,000)
	3. Auditor & Cell Phone Funding			0.0	(12,000)	(12,000)	(24,000)	(12,000)	(12,000)	(24,000)	(24,000)	(24,000)	(48,000)
	4. Human Resource Consolidation	(13.0)	(13.0)	(13.0)	(473,000)	(419,000)	(892,000)	(473,000)	(419,000)	(892,000)	(946,000)	(838,000)	(1,784,000)
	5. Carry Forward Level Reversal			0.0	109,000	36,000	145,000			0	109,000	36,000	145,000
	6. Evidence Based Funding Transfer	1.0	1.0	1.0	57,000	53,000	110,000	57,000	53,000	110,000	114,000	106,000	220,000
				0.0			0			0	0	0	0
	010 Total	(12.0)	(12.0)	(12.0)	(779,000)	(494,000)	(1,273,000)	(973,000)	(563,000)	(1,536,000)	(1,752,000)	(1,057,000)	(2,809,000)
020	Juvenile Rehabilitation			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	8,000		8,000	8,000		8,000	16,000	0	16,000
	2. Central Service Reforms Redistribution			0.0	(16,000)		(16,000)	(20,000)		(20,000)	(36,000)	0	(36,000)
	3. Auditor & Cell Phone Funding			0.0	(7,000)		(7,000)	(7,000)		(7,000)	(14,000)	0	(14,000)
	4. Human Resource Consolidation			0.0	(3,000)		(3,000)	(3,000)		(3,000)	(6,000)	0	(6,000)
	5. Carry Forward Level Reversal			0.0	203,000		203,000			0	203,000	0	203,000
				0.0			0			0	0	0	0
	020 Total	0.0	0.0	0.0	185,000	0	185,000	(22,000)	0	(22,000)	163,000	0	163,000
030	Mental Health			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	12,000		12,000	12,000		12,000	24,000	0	24,000
	2. Central Service Reforms Redistribution			0.0	(62,000)	(17,000)	(79,000)	(72,000)	(21,000)	(93,000)	(134,000)	(38,000)	(172,000)
	3. Auditor & Cell Phone Funding			0.0	(13,000)	(13,000)	(26,000)	(13,000)	(13,000)	(26,000)	(26,000)	(26,000)	(52,000)
	4. Human Resource Consolidation	(5.0)	(5.0)	(5.0)	(251,000)	(129,000)	(380,000)	(251,000)	(129,000)	(380,000)	(502,000)	(258,000)	(760,000)
	5. Carry Forward Level Reversal			0.0	1,117,000	139,000	1,256,000			0	1,117,000	139,000	1,256,000
	6. Evidence Based Funding Transfer	1.0	1.0	1.0	56,000	52,000	108,000	56,000	52,000	108,000	112,000	104,000	216,000
				0.0			0			0	0	0	0
	030 Total	(4.0)	(4.0)	(4.0)	859,000	32,000	891,000	(268,000)	(111,000)	(379,000)	591,000	(79,000)	512,000
040	Division of Developmental Disabilities			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	19,000		19,000	18,000		18,000	37,000	0	37,000
	2. Central Service Reforms Redistribution			0.0	(115,000)	(32,000)	(147,000)	(133,000)	(40,000)	(173,000)	(248,000)	(72,000)	(320,000)
	3. Auditor & Cell Phone Funding			0.0	(15,000)	(15,000)	(30,000)	(15,000)	(15,000)	(30,000)	(30,000)	(30,000)	(60,000)
	4. Human Resource Consolidation	(6.0)	(6.0)	(6.0)	(240,000)	(146,000)	(386,000)	(240,000)	(146,000)	(386,000)	(480,000)	(292,000)	(772,000)
	5. Carry Forward Level Reversal			0.0	695,000	666,000	1,361,000			0	695,000	666,000	1,361,000
	9. DDD Category Transfers	0.0	0.0	0.0	0	0	0	0	0	0	0	0	0
	Category 1000	66.0	66.0	66.0	2,378,000	2,539,000	4,917,000	2,297,000	2,537,000	4,834,000	4,675,000	5,076,000	9,751,000
	Category 2000	70.0	70.0	70.0	2,256,000	2,755,000	5,011,000	2,256,000	2,755,000	5,011,000	4,512,000	5,510,000	10,022,000
	Category 8000	(136.0)	(136.0)	(136.0)	(4,634,000)	(5,294,000)	(9,928,000)	(4,553,000)	(5,292,000)	(9,845,000)	(9,187,000)	(10,586,000)	(19,773,000)
				0.0			0			0	0	0	0
	040 Total	(6.0)	(6.0)	(6.0)	344,000	473,000	817,000	(370,000)	(201,000)	(571,000)	(26,000)	272,000	246,000
050	Long Term Care			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	32,000		32,000	31,000		31,000	63,000	0	63,000
	2. Central Service Reforms Redistribution			0.0	(173,000)	(49,000)	(222,000)	(201,000)	(60,000)	(261,000)	(374,000)	(109,000)	(483,000)
	3. Auditor & Cell Phone Funding			0.0	(6,000)	(8,000)	(14,000)	(6,000)	(8,000)	(14,000)	(12,000)	(16,000)	(28,000)
	4. Human Resource Consolidation	(6.0)	(6.0)	(6.0)	(219,000)	(212,000)	(431,000)	(219,000)	(212,000)	(431,000)	(438,000)	(424,000)	(862,000)
	5. Carry Forward Level Reversal			0.0	44,000	29,000	73,000			0	44,000	29,000	73,000
				0.0			0			0	0	0	0
	050 Total	(6.0)	(6.0)	(6.0)	(322,000)	(240,000)	(562,000)	(395,000)	(280,000)	(675,000)	(717,000)	(520,000)	(1,237,000)
060	Economic Services Administration			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	202,000		202,000	193,000		193,000	395,000	0	395,000
	2. Central Service Reforms Redistribution			0.0	(1,361,000)	(406,000)	(1,767,000)	(1,579,000)	(500,000)	(2,079,000)	(2,940,000)	(906,000)	(3,846,000)
	3. Auditor & Cell Phone Funding			0.0	(17,000)	(25,000)	(42,000)	(17,000)	(25,000)	(42,000)	(34,000)	(50,000)	(84,000)
	4. Human Resource Consolidation	(38.5)	(38.5)	(38.5)	(1,333,000)	(1,205,000)	(2,538,000)	(1,333,000)	(1,205,000)	(2,538,000)	(2,666,000)	(2,410,000)	(5,076,000)
	5. Carry Forward Level Reversal			0.0	174,000	46,000	220,000			0	174,000	46,000	220,000
				0.0			0			0	0	0	0
	060 Total	(38.5)	(38.5)	(38.5)	(2,335,000)	(1,590,000)	(3,925,000)	(2,736,000)	(1,730,000)	(4,466,000)	(5,071,000)	(3,320,000)	(8,391,000)
070	Alcohol and Substance Abuse			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	1,000		1,000	1,000		1,000	2,000	0	2,000
	2. Central Service Reforms Redistribution			0.0	(17,000)	(5,000)	(22,000)	(20,000)	(6,000)	(26,000)	(37,000)	(11,000)	(48,000)
	3. Auditor & Cell Phone Funding			0.0	(1,000)		(1,000)	(1,000)		(1,000)	(2,000)	0	(2,000)
	5. Carry Forward Level Reversal			0.0	3,000	1,000	4,000			0	3,000	1,000	4,000
				0.0			0			0	0	0	0
	070 Total	0.0	0.0	0.0	(14,000)	(4,000)	(18,000)	(20,000)	(6,000)	(26,000)	(34,000)	(10,000)	(44,000)
100	Division of Voc. Rehabilitation			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	7,000		7,000	7,000		7,000	14,000	0	14,000
	2. Central Service Reforms Redistribution			0.0	(39,000)	(11,000)	(50,000)	(45,000)	(14,000)	(59,000)	(84,000)	(25,000)	(109,000)
	3. Auditor & Cell Phone Funding			0.0	(1,000)	(2,000)	(3,000)	(1,000)	(2,000)	(3,000)	(2,000)	(4,000)	(6,000)
	4. Human Resource Consolidation	(2.0)	(2.0)	(2.0)		(125,000)	(125,000)		(125,000)	(125,000)	0	(250,000)	(250,000)
	5. Carry Forward Level Reversal			0.0	18,000		18,000			0	18,000	0	18,000
				0.0			0			0	0	0	0
	100 Total	(2.0)	(2.0)	(2.0)	(15,000)	(138,000)	(153,000)	(39,000)	(141,000)	(180,000)	(54,000)	(279,000)	(333,000)
110	Administration & Supporting Services			0.0			0			0			0
	1. ISSD Compensation Adjustments			0.0	(333,000)		(333,000)	(320,000)		(320,000)	(653,000)	0	(653,000)
	2. Central Service Reforms Redistribution			0.0	(84,000)	(28,000)	(112,000)	(96,000)	(34,000)	(130,000)	(180,000)	(62,000)	(242,000)
	3. Auditor & Cell Phone Funding			0.0	76,000	75,000	151,000	76,000	75,000	151,000	152,000	150,000	302,000
	4. Human Resource Consolidation	71.5	71.5	71.5	2,519,000	2,236,000	4,755,000	2,519,000	2,236,000	4,755,000	5,038,000	4,472,000	9,510,000

**2013-15 Biennial Budget
M2-9T Transfers**

Program	FTEs			FY 2014			FY 2015			2013-15 Biennium		
	FY14	FY15	Total	001-1	Other	Total	001-1	Other	Total	001-1	Other	Total
5. Carry Forward Level Reversal			0.0	21,000	5,000	26,000			0	21,000	5,000	26,000
6. Evidence Based Funding Transfer	(2.0)	(2.0)	(2.0)	(113,000)	(105,000)	(218,000)	(113,000)	(105,000)	(218,000)	(226,000)	(210,000)	(436,000)
8. Cost Allocation Funding Adjustment			0.0	(500,000)	500,000	0	(500,000)	500,000	0	(1,000,000)	1,000,000	0
			0.0			0			0	0	0	0
110 Total	69.5	69.5	69.5	1,586,000	2,683,000	4,269,000	1,586,000	2,672,000	4,238,000	3,152,000	5,355,000	8,507,000
135 Special Commitment Center												
1. ISSD Compensation Adjustments			0.0	2,000		2,000	2,000		2,000	4,000	0	4,000
2. Central Service Reforms Redistribution			0.0	(19,000)		(19,000)	(22,000)		(22,000)	(41,000)	0	(41,000)
3. Auditor & Cell Phone Funding			0.0	(4,000)		(4,000)	(4,000)		(4,000)	(8,000)	0	(8,000)
5. Carry Forward Level Reversal			0.0	93,000		93,000			0	93,000	0	93,000
7. SCC and CFS FTE Transfer	(3.7)	(3.7)	(3.7)			0			0	0	0	0
			0.0			0			0	0	0	0
135 Total	(3.7)	(3.7)	(3.7)	72,000	0	72,000	(24,000)	0	(24,000)	48,000	0	48,000
145 Payments to Other Agencies												
2. Central Service Reforms Redistribution			0.0	2,396,000	700,000	3,096,000	2,781,000	860,000	3,641,000	5,177,000	1,560,000	6,737,000
5. Carry Forward Level Reversal			0.0	(2,477,000)	(922,000)	(3,399,000)			0	(2,477,000)	(922,000)	(3,399,000)
8. Cost Allocation Funding Adjustment			0.0	500,000	(500,000)	0	500,000	(500,000)	0	1,000,000	(1,000,000)	0
			0.0			0			0	0	0	0
145 Total	0.0	0.0	0.0	419,000	(722,000)	(303,000)	3,281,000	360,000	3,641,000	3,700,000	(362,000)	3,338,000
150 Information System Services Division												
4. Human Resource Consolidation	(1.0)	(1.0)	(1.0)			0			0	0	0	0
			0.0			0			0	0	0	0
145 Total	(1.0)	(1.0)	(1.0)	0	0	0	0	0	0	0	0	0
160 Consolidated Field Services												
7. SCC and CFS FTE Transfer	3.7	3.7	3.7			0			0	0	0	0
			0.0			0			0	0	0	0
150 Total	3.7	3.7	3.7	0	0	0	0	0	0	0	0	0
Agency-Wide Total:	0	0	0.0	0	0	0	0	0	0	0	0	0

NOTES:

- Information System Services Division (ISSD) compensation adjustments from Administration & Supporting Services (Admin). Item adjusts object TZ costs and carries forward into the 2015-17 biennium but there is not biennialized adjustment between years.
- Central Service Reforms savings distribution from Payment to Other Agencies (PTOA). Reduces objects E and G costs and includes ISSD's share, which reduces programs' TZ costs. Step does not required biennialization adjustment between years in the 2015-17 biennium budget.
- Internal Auditor & Cell Phone Funding. Transfers funding for from programs to Admin. Admin's share of the funding is accounted in the transfer.
- Human Resource Consolidation - transferring from programs to Admin.
- Carry Forward Level Reversal. Item reverses the biennialization of DIS rate reduction and L&I funding from step 9T in the 2013-15 CFL. The correction is only required in FY 2014 and does not biennialized between years in the 2015-17 CFL.
- Evidenced Based Funding Transfer from Admin to Children's Administration (CA) and Mental Health (MH). Funding intended for CA and MH not Admin.
- Special Commitment Center (SCC) and Consolidated Field Services (CFS) FTE Transfer. SCC received funding for McNeil Island Maintenance Operations and resident legal services transferred to the Office of Public Defense. Dollars reside in SCC but FTE authority reside in CFS.
- Cost Allocation Funding Adjustment between Admin and PTOA. Adjusts state and federal funding between programs to align with anticipated federal earnings for the TANF program.
- DDD Category Transfer - DDD is transferring FTEs and dollars from category 8000 to categories 1000 and 2000 to reflect costs incurred due to FHMC closure.

Department of Social and Health Services

DP Code/Title: M2-PV Sustaining Unisys Operations
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Recommendation Summary Text:

The Department of Social and Health Services (DSHS), Administration and Supporting Services, Economic Services Administration and Information System Services Division, requests \$1,035,000 Total Funds, \$442,000 GF-State, and reduces (3.3) FTEs in the 2013-15 Biennium to provide contracted support for two mission critical systems: the Social Services Payment System (SSPS) and the Support Enforcement Management System (SEMS).

Fiscal Detail:

Operating Expenditures **FY 1** **FY 2** **Total**

Program Cost

Total Cost

Staffing

	<u>FY 1</u>	<u>FY 2</u>	<u>Annual Avg</u>
Program 150 FTEs	(3.1)	(3.5)	(3.3)

Package Description:

DSHS requests funding for two contracted Unisys mainframe developers to support SSPS and two mainframe database administrators to support SSPS and SEMS. ISSD's SSPS mainframe development and database administration FTEs will be reduced by (3.3) FTEs as staff retire and contracted services are secured. Although DSHS is working to decommission SSPS, key staff will retire before that can be accomplished. Of the four remaining mainframe developers, the two most experienced developers will retire by June 2013. Similarly, it is anticipated that the two remaining database administrators will retire by April 2014.

SSPS and SEMS operate on 1970's Unisys Cobol and Data Management System (DMS) database mainframe technology. Its operating system is supplemented by SQL server, .NET and web-based technologies added to support requirements resulting from multiple collective bargaining agreements. The SSPS has become fragile and at risk for failure due to both technical and staffing challenges. It is difficult to hire staff with Unisys Cobol experience and there are no students graduating with experience in these dated technologies. Limited IT resources are being deployed for routine maintenance, but make it difficult to resolve other service interruptions that are increasing.

DSHS investigated and found that replacing retiring staff with highly experienced contractors in order to maintain SSPS until it can be decommissioned and to migrate SEMS into a modern database system, was the most viable and cost-effective option.

Currently, SSPS processes approximately \$2 billion annually in payments to in-home health care providers, day care providers, foster parents and other social service providers in support of agency programs.

Agency Contact: Tula Habb (360) 902-8182
Program Contact: Cheryl Adams (360) 902-7551

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

With these added resources, DSHS will:

1. Reduce the risk associated with anticipated staff losses due to retirements by bringing on highly experienced Unisys Cobol

Department of Social and Health Services

DP Code/Title: M2-PV Sustaining Unisys Operations
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

and DMS contractors.

2. Sustain or improve our ability to support program and collective bargaining requirements as well as implement other efficiency measures, such as print and mail cost reductions, and to implement changes resulting from legislative policy changes.

Performance Measure Detail

Program: 150

Activity: P001 Information Systems Services

No measures linked to package

Incremental Changes

FY 1

FY 2

0.00

0.00

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This request supports the following goals identified in the DSHS 2013-2015 Strategic Plan:

--Goal 5 Increase public trust through strong management practices that ensure quality and leverage all resources

Does this decision package provide essential support to one of the Governor's priorities?

This package supports the Governor's priority of holding government accountable by focusing on performance and investing our resources to get the greatest possible return.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

This decision package rates as a high priority in the Priorities of Government (POG) process for the 2013-15 Budget development under the strategy:

Provide for the safety of Washington's vulnerable children and adults

--Ensure efficiency, performance, and accountability to clients and the public

What are the other important connections or impacts related to this proposal?

DSHS program and technical staffs and providers are supportive of measures to keep SSPS functioning effectively until decommissioned.

The ability to make timely and accurate payments will be compromised if the maintenance of SSPS is not funded to a level to ensure operational integrity. This becomes critical when SSPS changes are required to support mandated priorities and policies. The age, complexity, and relative fragility of the system increase the chance of errors.

SSPS is the payment system for services provided to:

1. Elderly and disabled citizens receiving services paid by Medicaid or other state funded long term care programs.
2. Child care providers for clients using Working Connections or similar child care programs.
3. Foster parents receiving adoption subsidies and other child welfare/child protective services.

What alternatives were explored by the agency, and why was this alternative chosen?

Three alternatives were explored:

Alternative 1: Hiring experienced staff with the legacy skill set. The department researched and has not been able to find

Department of Social and Health Services

DP Code/Title: M2-PV Sustaining Unisys Operations
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

people with this skill set. Additionally, hiring new staff with Unisys Cobol experience would results in layoffs when the SSPS decommissions.

Alternative 2: Recruiting staff from within DSHS and other state agencies. This is not viable because it will pull scarce resources from maintaining critical systems within the department and with partner agencies.

Alternative 3: Contracting these services. It addresses the inability of hiring experienced staff as state employees, is cost effective when the SSPS decommissions, and resolves an on-going need for the SEMS' DMS support.

What are the consequences of not funding this package?

Day-to-day operations will be negatively impacted. SSPS will not be able to support maintenance level changes and routine daily maintenance as staff retire and are not replaced with qualified staff.

SSPS staff's ability to assist the ProviderOne project, Department of Early Learning and Children's Administration with SSPS replacement activities will also be negatively impacted potentially causing delays for those replacement projects.

What is the relationship, if any, to the state's capital budget?

None

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None

Expenditure and revenue calculations and assumptions

See attachment: ISSD M2-PV Sustaining Unisys Operations.xlsx.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

All of the requested costs are ongoing until a firm timeline for SSPS decommission has been made. It is anticipated that decommission will be in the 2015-17 Biennium.

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Program 150 Objects			
A Salaries And Wages	(252,000)	(287,000)	(539,000)
B Employee Benefits	(73,000)	(83,000)	(156,000)
C Personal Service Contracts	804,000	926,000	1,730,000
T Intra-Agency Reimbursements	(479,000)	(556,000)	(1,035,000)
Total Objects	0	0	0

Department of Social and Health Services

DP Code/Title: M2-PV Sustaining Unisys Operations

Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

DSHS Source Code Detail

Fund , Sources Title	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
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Total for Fund

Total

Totals for all funds

**2013-15 Biennial Budget
M2-PV Sustaining Unisys Operations**

Request Need Net - Staff Savings plus Contractor Costs

ITS6 Retiring 12/31/2012	2014	2015	Total
FTE	(1.0)	(1.0)	(1.0)
Salary	(84,000)	(84,000)	(168,000)
Benefit	(24,000)	(24,000)	(48,000)
Purchased Services	244,000	244,000	488,000
Net Increase	136,000	136,000	272,000

ITS5 Retiring 06/30/2013	2014	2015	Total
FTE	(1.0)	(1.0)	(1.0)
Salary	(77,000)	(77,000)	(154,000)
Benefit	(23,000)	(23,000)	(46,000)
Purchased Services	244,000	244,000	488,000
Net Increase	144,000	144,000	288,000

ITS6 Retiring 06/30/2013	2014	2015	Total
FTE	(1.0)	(1.0)	(1.0)
Salary	(84,000)	(84,000)	(168,000)
Benefit	(24,000)	(24,000)	(48,000)
Purchased Services	292,000	292,000	584,000
Net Increase	184,000	184,000	368,000

ITS6 (half time) Retiring April 30, 2014	2014	2015	Total
FTE	(0.1)	(0.5)	(0.3)
Salary	(7,000)	(42,000)	(49,000)
Benefit	(2,000)	(12,000)	(14,000)
Purchased Services	24,000	146,000	170,000
Net Increase	15,000	92,000	107,000

Department of Social and Health Services

DP Code/Title: M2-PW Decommissioning SSPS
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Recommendation Summary Text:

The Department of Social and Health Services (DSHS), Children's Administration (CA) and Information System Services Division (ISSD), requests \$526,000 Total Funds, \$254,000 GF-State, in the 2013-15 Biennial Budget to provide feasibility analysis and procurement preparation to migrate CA provider claims and subsidies functions off the legacy Social Services Payment System (SSPS).

Fiscal Detail:

<u>Operating Expenditures</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<i>Program Cost</i>			
Total Cost			

Staffing

Package Description:

DSHS requests funding for two contracted resources to provide feasibility analysis for a CA claims and subsidies system for Foster Parents, Adoption Subsidies, and preparation for a competitive procurement of the feasible solution, in order to move CA payments off of SSPS.

The contracted resources team will be comprised of one senior-level Project Manager and one senior-level Business/Technical Analyst. The Project Manager and Business/Technical Analyst team will use funding in this request to conduct a feasibility study to recommend the most cost-effective solution. The feasibility study will provide specific costs and solutions for implementation and the department would submit a decision package to the Fiscal Year 2014 Supplemental Budget.

Processing of payments for in-home care providers will be moved from SSPS to ProviderOne (P1) during the current biennium. The Department of Early Learning (DEL) is pursuing a solution for payment to child care providers to remove these payments from SSPS. This leaves CA with the only remaining payments that will be processed through SSPS.

Additionally, the cost to support the SSPS system increases over time due to the scarcity of qualified Unisys Cobol staff, resulting in the need to use more expensive contracted staff for maintenance and operations.

Agency Contact: Tula Habb (360) 902-8182
Program Contact: Cheryl Adams (360) 902-7551

Narrative Justification and Impact Statement

What specific performance outcomes does the agency expect?

With these added resources, DSHS expects to be able to:

1. Reduce the risk and increasing costs associated with maintaining a mission critical, highly visible, fragile, end-of-life system.
2. Create a feasible plan for replacing the CA claims and subsidies functionality currently provided by SSPS.

Department of Social and Health Services

DP Code/Title: M2-PW Decommissioning SSPS
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

Performance Measure Detail

Program: 150

Activity: P001 Information Systems Services

No measures linked to package

Incremental Changes

FY 1

FY 2

0.00

0.00

Is this decision package essential to implement a strategy identified in the agency's strategic plan?

This request supports the following goal identified in the DSHS 2013-15 Strategic Plan:

-- Goal 5 Increase public trust through strong management practices that ensure quality and leverage all resources

Does this decision package provide essential support to one of the Governor's priorities?

This package supports the Governor's priority of commitment to building trust and confidence in state government.

Does this decision package make key contributions to statewide results? Would it rate as a high priority in the Priorities of Government process?

This decision package rates as a high priority in the Priorities of Government (POG) process for the 2013-15 Budget development under the strategy:

Provide for the safety of Washington's vulnerable children and adults
--Ensure efficiency, performance, and accountability to clients and the public

What are the other important connections or impacts related to this proposal?

DSHS program, technical staff, and CA providers are supportive of measures to modernize CA claims and subsidies functionality as part of the solution for decommissioning SSPS.

What alternatives were explored by the agency, and why was this alternative chosen?

Two alternatives were explored:

1. The selected alternative of contracting for feasibility project management and business analysis was determined to be the most effective way of staffing the study with experienced analysts and has the least impact on the support of other agency systems.
2. The alternative of redeploying existing resources to conduct the feasibility study was determined not viable as it would remove resources from other critical agency systems and initiatives such as FamLink Performance Based Contracting, Client Hub unique client identifier, and Automated Client Eligibility System Modernization and Mainframe Complex Upgrade.

What are the consequences of not funding this package?

CA claims and subsidies cannot transfer off of SSPS. As mentioned earlier, the SSPS system is fragile and costly to maintain. Another concern is the relationship with providers and in making accurate/timely payments because failure to do this jeopardizes child placement and care. SSPS currently processes approximately \$256 million annually in subsidies to foster parents, parents receiving adoption subsidies and other child welfare/child protective services in support of CA programs.

What is the relationship, if any, to the state's capital budget?

Department of Social and Health Services

DP Code/Title: M2-PW Decommissioning SSPS
Program Level - 150 Info SYS Svcs Div

Budget Period: 2013-15 Version: P1 150 2013-15 2-YR Agency Req

None

What changes would be required to existing statutes, rules, or contracts, in order to implement the change?

None

Expenditure and revenue calculations and assumptions

See attachment: ISSD M2-PW Decommissioning SSPS.xlsx.

Which costs and functions are one-time? Which are ongoing? What are the budget impacts in future biennia?

All costs in this and subsequent SSPS Decommission related decision packages are one-time only.

The project manager and business analyst team will conduct a feasibility study to recommend the most cost-effective solution in time to submit a request in the Fiscal Year 2014 Supplemental Budget. It is anticipated the request will include project, procurement and implementation costs through the second year of the biennium, Fiscal Year 2015. It is unknown at this time, but if implementation takes longer than a single year, there could be some remaining costs in the 2015-17 Biennium.

<u>Object Detail</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
Program 150 Objects			
C Personal Service Contracts	526,000	0	526,000
T Intra-Agency Reimbursements	(526,000)	0	(526,000)
Total Objects	0	0	0

DSHS Source Code Detail

<u>Fund ,</u> <u>Sources Title</u>	<u>FY 1</u>	<u>FY 2</u>	<u>Total</u>
<i>Total for Fund</i>			
Total			
Totals for all funds			

**2013-15 Biennial Budget
M2-PW Decommissioning SSPS**

DSHS Total	2014		2015		2014		2015		2013-15 Biennium		
	State	Other	State	Other	State	Other	State	Other	State	Other	Total
Personal Services	526,000	0	0	0	526,000	0	0	0	526,000	0	526,000
TZ - ISSD Recoveries	0	0	0	0	(272,000)	272,000	0	0	(272,000)	272,000	0
Total	526,000	0	0	0	254,000	272,000	526,000	0	254,000	272,000	526,000
Program 010- Children's Administration											
Personal Services	0	0	0	0	0	0	0	0	0	0	0
TZ - ISSD Recoveries	526,000	0	0	0	254,000	272,000	526,000	0	254,000	272,000	526,000
Total	526,000	0	0	0	254,000	272,000	526,000	0	254,000	272,000	526,000
Program 150- Information System Services Division											
Personal Services	526,000	0	0	0	526,000	0	526,000	0	526,000	0	526,000
TZ - ISSD Recoveries	(526,000)	0	0	0	(526,000)	0	(526,000)	0	(526,000)	0	(526,000)
Total	0	0	0	0	0	0	0	0	0	0	0

NOTE:

ISSD is a chargeback and zero dollar budget program. ISSD charges back to other DSHS programs through object TZ, thus, their budget is in the programs' TZ. The DSHS program utilizing this ISSD system application is Children's Administration.

Recommendation Summary

Budget Period: 2013-15
Budget Level Criteria: PL Only

Version: P1 - 150 2013-15 2-YR Agency Req

Dollars in Thousands		Program Priority	Annual Avg FTEs	General Fund State	Other Funds	Total Funds
Program 150 - Info SYS Svcs Div						
PL - Performance Level						
AZ	FAR and Investigation Staff	0	0.0	0	0	0
BY	Mental Health Services Need	0	0.0	0	0	0
BZ	Prison Rape Elimination Act (PREA)	0	0.0	0	0	0
CQ	WSH Consultative Treatment Team	0	0.0	0	0	0
CR	MH High-Profile Patient	0	0.0	0	0	0
DV	Basic Plus Waiver	0	0.0	0	0	0
ET	Nursing Home Investigations	0	0.0	0	0	0
EU	Supported Living Investigations	0	0.0	0	0	0
EV	Resident and Client Protection	0	0.0	0	0	0
EW	Fostering Well Being Nurses	0	0.0	0	0	0
EY	Community LTC Behavior Support	0	0.0	0	0	0
FT	Document Management System	0	0.0	0	0	0
FW	Client Receivable System	0	0.0	0	0	0
		SubTotal PL	0.0	0	0	0
Total Proposed PL Only Budget for Program 150 - Info SYS Svcs Div			0.0	0	0	0

Recommendation Summary Text

