

**Contracting Work Group**  
**Meeting Notes**  
**December 16, 2004**

**Meeting Purpose:** This is a monthly forum, open to all County contractors, co-convened by SANDAN and the County of San Diego HHS Agency Contract Support, and includes representatives from Mental Health Contractors Assoc. and the ADS Providers Association. We seek to improve the County contracting system through the identification of a shared change agenda and co-creating solutions and responses – we do not address the specific contracting issues of individual contractors.

**Meeting participants:**

Jack Pelligrino, HHS ACS Director; Steve Glenn, County P&C; Michael Hawkey, MHS; Walter Philips, SDYCS; Barbara Morton, ADSPA; Sharon Delphenich, Casa de Amparo; Steve Glenn County P&C; Kathy Hopper, Clairemont Friendship Center; Darla Trapp, Center for Community Solutions; Linda Hammond, Community Research Foundation; Germaine Howsen, County Probation, and Carol Winters, County Probation. Leslie Hine-Rabichow, SANDAN

**Decisions/Agreements:**

1. The Contractor feedback survey is going in the next few weeks. The input gathered is important to HHS so contractors asked to please respond.
2. HHS and Probation are working together to standardize and coordinate requests for insurance documents – hopefully this will alleviate
3. The Performance Based Contracting Dialogue Planning Group met this morning (Dec 16<sup>th</sup>) and will meet again Jan 12<sup>th</sup> to complete the process design work for the Dialogue (date TBD). Probation, HHS and contractor reps participate on the Planning Group.
4. State auditors are currently auditing County funding and contracts. As part of the County audit, contractors may be contacted and receive site visits from the state auditors.
5. Mental Health:
  - a. EPSDT – good process in place with CMH, UBH and contractors to attempt to resolve the information issues that created the EPSDT disallowance problem experienced last year – concern however that “fixes” will not be implemented in time to avoid the same thing from happening with respect to 2003-2004 billings.
  - b. For cost reimbursement contracts there will be a greater emphasis on cost allocation plans created and managed as per OMB A-122 rules.

6. ADS:
  - a. The discussion from last Workgroup meeting was helpful. Jack and Steve Glenn were able to help clarify issues. The awaited contract extensions have come through.
  - b. Issue: having to report income collected per cost center on net negotiated rate contracts.
  - c. Issue: The Notice of Intent to Award in recent round of non-residential contracts did not allow for any negotiation on contractors part – this is unacceptable and contrary to what contractors were led to believe should happen. Issues not necessarily price/program related but deal with other elements of contract terms and conditions.
  
7. AIS:
  - a. Cost reimbursement contracts for senior nutrition and adult day health programs are proving costly and overly burdensome to manage and report. These contracts should be NNR or fixed rate.
  
8. Heads up:
  - a. As most County contracts involve pass through of state and federal dollars, those respective regs get passed through to provider contractors verbatim. This has audit implications. Contractors held to same as County. Need to begin citing the reg sources in RFPs/ contracts so contractors begin to understand where regs are coming from
  - b. We are looking to offer another A-122 training to both County and contractor staff. Please forward possible trainer names to Jack.
  
8. The next meeting of the group will be January 27, 2005 2:30pm – 4pm at Mental Health Systems, Inc. 9465 Farnham St (in Kearny Mesa off of Ruffin Rd north of Clairmont Mesa Blvd. For ongoing meeting times and places please refer to [www.sandan.org](http://www.sandan.org)