Travis County Commissioners Court Agenda Request

Meeting Date: October 28, 2015
Prepared By/Phone Number: David Walch 46663; Marvin Brice 49765
Elected/Appointed Official/Dept. Head: Cyd Grimes
Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 18 to Interlocal Agreement No. 4400000374, Austin Travis County Integral Care for System of Care Services.

- **Purchasing Recommendation and Comments:** This procurement action meets the compliance requirements as outlined by the statutes.

  Travis County Health and Human Services and Veteran (TCHHSVS) uses this Interlocal agreement with Austin Travis County Integral Care (ATCIC) to fund a variety of programs, known as the System of Care (SOC), for children and their families experiencing mental and behavioral challenges. Various agencies provide services through three collaborations: The Children's Partnership, Community Partners for Children, and The Youth and Family Assessment Center.

  This Modification No. 18 renews the agreement for an additional twelve month term beginning October 1, 2014 through September 30, 2015. The not to exceed amount is $707,352.00, ($675,000 in General Funds and $32,352.00 from the Milburn Trust.)

  This renewal was approved in court of September 23, 2014, Court Agenda Item No. 17 to prevent contract expiration as the agreement was not ready for presentation due to TCHHSVS, the County Attorney's office and ATCIC required additional time to finalize the Statement of Work. The agreement has been finalized and is being presented to Court for Signature.

  Modification No. 17 added $106,000 to the General Fund, $88,202 to the PIR Grant total, as well as $25 to the Milburn Trust Funds. The amended contract total is $898,780, an increase of $194,227, with an effective date of August 1, 2014.

Modification No. 16 renewed the agreement an additional twelve month term beginning October 1, 2013 through September 30, 2014. The not to exceed agreement amount is $704, 553.

This agreement was approved on the September 24, 2013 Court Agenda, Item No. 38 to prevent contract expiration, as the agreement was not ready for presentation due to TCHHSVS working with the County Attorney's office and ATCIC on finalizing the Statement of Work and funding. The agreement has been finalized and is being presented to the Court for signature.

Modification No. 15 increased the General Fund contribution by $60,000 as well as adding $91,920 in PIR grant money. It also decreased the amount coming from The Children's Continuum Grant by $10,332. The total not to exceed agreement amount increased from $737,359 to $878,947; an increase of $141,588.

Modification No. 14 renewed the agreement for an additional twelve month period from October 1, 2012 through September 30, 2013. The agreement did not exceed the following contract amounts: Travis County General Funds of $515,000, Parenting In Recovery Grant Funds of $63,386, The Milburn Trust Funds of $36,723, The Children's Continuum Grant Funds of $47,250 and Travis County Allocated Reserves of $75,000. The total not to exceed agreement amount is $737,359.

Th3 FY2014 renewal was approved on the September 25, 2012 Court Agenda, Item No. 35 to prevent contract expiration, as the agreement was not ready for presentation due to HHS & VS working with the County Attorney's office on finalizing the Statement of Work and funding. The agreement has been finalized and is being presented to the Court for signature.

Modification No. 13 added $79,206 to the General Fund and added $83,843 to the Parenting in Recovery program. The total contract not to exceed amount was $889,179. An increase of $163,049 from the original contract amount of $726,130. The increase was necessary to continue services at the current level through September 30, 2012.

Modification No. 12 increased the not to exceed contract amount for the 2012 renewal to $726,130 the increase included the Milburn Trust

Funds which the not to exceed amount went from $39,223 to $40,023; an increase of $800 and the Children's Continuum FY2012 Grant Funds of $44,865 was added.

Modification No. 11 renewed the agreement for an additional twelvemonth period from October 1, 2011 through September 30, 2012 with the contract not to exceed amount of $680,465.

Modification No. 10 increased the FY2011 contract funds from $682,194 to $867,329, an increase of $185,135.

Modification No. 9 changed the amount remaining from the Milburn Trust grant FY'10 funds, from an estimated $43,825 to the actual unspent amount of $44,225. This amendment also included a "Buy Texas" provision. The Texas Department of Family and Protective Services reimburses the County for services provided through this contract to state clients; therefore, the County needs to include this provision regarding state funds in its contract with ATCIC.

Modification No. 8 reflected the name change of Austin Travis County Mental Health Mental Retardation Center to Austin Travis County Mental Health and Mental Retardation Center, d/b/a Austin Travis County Integral Care.

Modification No. 7 decreased the FY2010 contract funds from $734,007 to $681,794, a decrease of $52,213. This modification also renewed the agreement for an additional twelve-month period, from October 1, 2010 through September 30, 2011.

Modification No. 6 added $32,208 in General Fund money, and $43,730 in PIR grant money to meet a projection made by the Office of Children's Services staff of the funding needed to continue services at the current level through September 30, 2010.

Modification No. 5 increased the FY2010 contract funds from $461,682 to $658,069, an increase of $196,387 from the Travis County General Fund portion of the total contract funding.

Modification No. 4 increased the FY2009 contract funds from $632,658 to $702,658, an increase of $70,000. The agreement was also renewed for an additional twelve-month period, from October 1, 2009 through

September 30, 2010.

Modification No. 3 increased the FY2009 contract funds from $400,564 to $632,658, an increase of $205,094.

Modification No. 2 increased the FY2008 contract funds from $265,000 to $654,324, an increase of $389,324.

Modification No. 1 increased the contract amount from $85,000 to $265,000, in support of the MSO activities related to the Children's Partnership and YAFAC.

- **Contract Expenditures:** Within the last 12 months $804,467.82 has been spent against this contract/requirement.

- **Contract-Related Information:**
  Award Amount: $85,000
  Contract Type: Interlocal Agreement
  Contract Period: October 1, 2006 – September 30, 2007

- **Contract Modification Information:**
  Modification Amount: $707,352.00
  Modification Type: Bilateral
  Modification Period: October 1, 2014 – September 30, 2015

- **Special Contract Considerations:**

☐ Award has been protested; interested parties have been notified.
☐ Award is not to the lowest bidder; interested parties have been notified.
☐ Comments:

- **Funding Information:**
☐ SAP Shopping Cart #:
☒ Funding Account(s):
Grant No. Milburn Trust: 800080, I/O Number: 100147
Grant No. The Children's Continuum: 800190, I/O Number 100081
Grant No. Parenting in Recovery: 800079, I/O Number: 100148

Cost Center: 1580190001

☐ Comments:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to agenda@co.travis.tx.us **by Tuesdays at 5:00 p.m.** for the next week's meeting.

MODIFICATION OF CONTRACT NUMBER: 4400000374 – System of Care

ISSUED BY:	PURCHASING AGENT ASST:	DATE PREPARED:
Travis County Purchasing Office **P.O. Box 1748** **Austin, Texas 78767**	**David Walch** TEL. NO: **(512) 854-6663** FAX NO: **(512) 854-9185**	**September 17, 2014**
ISSUED TO: **Austin Travis County Integral Care** **1430 Collier St.** **Austin, TX 78704**	MODIFICATION NO.: **18**	EXECUTED DATE OF ORIGINAL CONTRACT: **October 1, 2006**

ORIGINAL CONTRACT TERM DATES: **October 1, 2006 – September 30, 2007** CURRENT CONTRACT TERM DATES: **October 1, 2013 – September 30, 2014**

FOR TRAVIS COUNTY INTERNAL USE ONLY:
Original Contract Amount: **$ 85,000** Current Modified Amount **$ 707,352.00**

DESCRIPTION OF CHANGES: The Contract is amended according to the terms of the attachment to this Modification ("Attachment"), all of which is made a part of the Contract and constitutes promised performances by the Contractor in accordance with all terms and conditions of the Contract, as amended.

1. The Parties agree to amend the maximum amounts applicable to the 2015 Renewal Term. Section 13.1.1, and other provisions of the Agreement referencing these amounts.

2. The Parties agree to amend Section "4.2 Attachments" as attached to this Modification as Exhibit 1.

3. The effective date of this amendment will be October 1, 2014, when approved and signed by both Parties.

Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Note to Vendor/City:
[X] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
[ ] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: Austin Travis County Integral Care

☐ DBA
☐ CORPORATION
☐ OTHER

BY: _____
SIGNATURE

BY: David Evans
PRINT NAME

TITLE: CEO
ITS DULY AUTHORIZED AGENT

DATE: 09/23/14

TRAVIS COUNTY, TEXAS

BY: _____
CYD V. GRIMES, C.P.M., CPPO, TRAVIS COUNTY PURCHASING AGENT

DATE:

TRAVIS COUNTY, TEXAS

BY: _____
SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE

DATE:

2015 RENEWAL AND AMENDMENT OF INTERLOCAL COOPERATION AGREEMENT BETWEEN TRAVIS COUNTY AND AUSTIN-TRAVIS COUNTY MENTAL HEALTH AND MENTAL RETARDATION CENTER DOING BUSINESS AS AUSTIN TRAVIS COUNTY INTEGRAL CARE FOR MANAGED SERVICES RELATED TO THE SYSTEM OF CARE

This 2015 Renewal and Amendment ("Amendment/2015 Renewal") of Interlocal Cooperation Agreement is entered into by the following Parties: Travis County, a political subdivision of the State of Texas ("County") and Austin-Travis County Mental Health and Mental Retardation Center, d.b.a. Austin Travis County Integral Care" ("Center" or "ATCIC"), the Mental Health and Intellectual/Developmental Disabilities Authority designated by the State of Texas for Travis County and the incorporated municipalities therein pursuant to Texas Health and Safety Code, Chapters 531 and 534, and other applicable statutes.

RECITALS

County and Center (collectively referred to herein as the "Parties") entered into an agreement to provide mental health, intellectual/developmental disabilities and substance abuse services for indigent citizens and other eligible clients ("Agreement") the Initial Term of which began October 1, 2006, and terminated September 30, 2007 ("Initial Agreement Term"); and

Under the Agreement, Center agreed to provide personal and professional services for the care of indigents and other qualified recipients and for public health education and information related to mental health, mental retardation and substance abuse services in accordance with the terms of the Agreement, thus providing services which further a public purpose; and

The Agreement provided for renewal and amendment of the Agreement by the written agreement of the Parties; and

Pursuant to the terms of the Agreement, the Agreement has been renewed for additional terms continuing through September 30, 2014 (" 2014 Renewal Term"); and

The funds under which previous goods or services were previously funded from federal, state or local grants have not been renewed, releasing the Parties from grant requirements as to the services provided under this Agreement as amended by this Amendment/2015 Renewal; and

County and Center desire to renew the Agreement for an additional one-year term and to amend the Agreement to reflect certain mutually agreed upon changes in the Agreement applicable to that one-year Term.

NOW, THEREFORE, in consideration of the mutual benefits received by these changes, and other good and adequate consideration as specified herein, the Parties agree to amend the Agreement as follows:

1.0 INTERLOCAL TERMS.

1.1 **2015 Renewal Term**. The Parties acknowledge and agree that the Agreement, by its terms, automatically renews for an additional term beginning October 1, 2014, and terminating September 30, 2015 ("2015 Renewal Term"), and agree to make certain changes applicable to that 2015 Renewal Term in this Amendment/2015Renewal.

2.0 MAXIMUM AMOUNTS.

2.1 2015 Renewal Term Maximum Amounts. The Parties agree to amend the maximum amounts applicable to the 2015 Renewal Term (Section 13.1.1), to reflect amounts not to exceed the following for the 2015 Renewal Term:

County General Funds (October 1, 2014 - September 30, 2015)	$ 675,000.00
Milburn Trust Funds (October 1, 2014 - September 30, 2015)	$ 32,352.00
TOTAL:	**$ 707,352.00**

3.0 ENTIRE AGREEMENT

3.1 2015 Attachments. The Parties agree to amend Section 4.2, "Attachments," by adding the following:

4.2-2015 - 2015 Attachments.

(i) Attachment A - 2015 — 2015 Work Statement and Performance Measures:
- Youth and Family Assessment Center Managed Services Organizations
- Milburn Trust

(ii) Attachment C - 2015 — 2015 Program Budget
- Attachment C — 2015 General Fund - The Children's Partnership, Community Partners for Children and the Youth and Family Assessment Center
- Attachment C.1 — 2015 Program Budget, Milburn Trust

(iii) Attachment G - 2015 — 2015 Ethics Affidavit

3.2 Promised Performance. The attachments enumerated and denominated above are attached to this Amendment/2015 Renewal as **Exhibit 1** and are hereby made a part of the Agreement, as amended, and constitute promised performances by Center in accordance with all terms of the Agreement.

3.3 Previous Attachments. The Parties agree that previous attachments, in whole or in part, not specifically changed by this Amendment/2015 Renewal will remain in full force and effect.

4.0 FINANCIAL PROVISIONS

4.1 2015 Renewal Term Maximum Funds. The Parties agree to amend Section 13.1.1, "Maximum Amount," by adding the following as to 2015 Renewal Term not-to-exceed amounts:

13.1.1 - 2015 Renewal Term Maximum Funds. Subject to the terms and conditions of this Agreement, as amended the Parties agree to Maximum Funds as to the 2015 Renewal Term in the following amounts:

County General Funds	$ 675,000.00
Milburn Trust Funds	32,352.00
TOTAL:	**$ 707,352.00**

4.2 Fiscal Year Limitations. - 2015 Renewal Term. As to the 2015 Renewal Term, the Parties agree that, of the totals set forth in Section 5.1 of this Amendment/2015 Renewal, Center cannot invoice, and will not be paid for expenditures during the following designated periods which are greater than the amounts shown in Section 5.1 of this Amendment/2015 Renewal.

5.0 INCORPORATION

5.1 County and Center hereby incorporate the Agreement, as amended, into this Amendment/2015 Renewal. Except for the changes made in this Amendment/2015 Renewal, County and Center hereby agree to all the terms and conditions of the Agreement as amended. The Agreement, as amended, with the changes made in this Amendment/2015 Renewal constitutes the entire agreement between the Parties with respect to the subject matter contained herein, and supersedes any prior undertaking or written or oral agreements or representations between the Parties.

6.0 EFFECTIVE DATE

6.1 This Amendment/2015 Renewal is effective October 1, 2014, when it is approved and signed by both Parties. This Agreement, as amended, shall remain in effect until further modified or terminated in writing by the Parties, or until the termination date.

EXHIBIT 1
AMENDED ATTACHMENTS

ATTACHMENT A - 2015 **FY'15 WORK STATEMENT**
SYSTEM OF CARE

MANAGED SERVICES ORGANIZATION

I. General Background

ATCIC is the local authority for mental health and intellectual/developmental disability services for Travis County. ATCIC was established in late 1965 and began operations in 1967 pursuant to the laws of the State of Texas, regulations of the Texas Department of State Health Services (TDSHS), and the articles of organization approved by its sponsoring agencies. As of October 1, 2012, ATCIC's local sponsoring agencies are the City of Austin, Travis County and the Travis County Healthcare District dba Central Health.

For the purposes of this contract Travis County Health and Human Services and Veterans Service will be referred to as the "Department".

II. MSO Overview

As the local authority for mental health and intellectual/developmental disability services with extensive experience in this area, ATCIC serves as the Managed Services Organization (MSO) under this Agreement. In the model established under this Agreement, clients are authorized and then individuals and organizations from the provider network provide services and supports. Funding of services and supports to eligible clients is authorized by the System of Care brokers ("Brokers") and verified by the MSO through The Clinical Manager (TCM).

ATCIC will utilize a MSO approach in order to ensure coordination and standardization of community services. ATCIC will provide services as the MSO in order to prevent duplication of administrative services, and to promote continuum of care for children, youth and families, through the Wraparound Approach. The MSO facilitates a more efficient process, which allows access to a wide array of services and supports. This will also make it possible for Travis County to coordinate services with child-serving agencies to maximize leveraging of available funds.

III. Network Development and Management

This MSO function includes an ongoing assessment of the needs of the consumer, accessibility of services, and quality of services provided. This function also includes provider training, technical assistance, and monitoring of the current service providers and identification of new service providers as necessary to meet the specific service requirements of Department under this Agreement. Provider contracts are reviewed and monitored to ensure quality of services, and compliance with provider contract requirements, according to ATCIC's defined policies and procedures for contract administration.

IV.

<u>Provider Network Development</u>

- Ensure the availability of quality culturally and linguistically diverse providers
- Maintain an array of traditional (licensed) and non-traditional (non-licensed) providers.
- Recruit an adequate number of providers who meet the network profiling needs
- .

<u>Credentialing</u> - The credentialing process shall ensure that the network is comprised of providers and organizations that are qualified to provide services in compliance with National Committee for Quality Assurance (NCQA) standards. The credentialing process, as part of the network development process, shall ensure that the network is comprised of individual providers and organizations that are qualified to provide services in compliance with applicable standards. Established standards will be consistently used in the enrollment and renewal of providers throughout the term of this Agreement. Through this process ATCIC will

expand the provider network to meet needs and/or fill gaps in services as necessary through an Open Enrollment, Request for Proposals, or other procurement processes.

Gate Functions – ATCIC is responsible for verifying whether an individual meets the eligibility criteria, according to the information entered into The Clinical Manager (TCM) by the System of Care partners. The goal of the gate function is to ensure that eligible clients gain access to diverse, appropriate, family choice providers.

Utilization Management - A key function of the Wraparound approach is achieving cost containment, balanced with effective results, through the organizational approach of child or youth/family/provider teams. In addition, this process should provide trend data, which can identify current client and provider needs, as well as projected needs. Utilization management under these conditions consists of monitoring the funds that purchase the services and supports approved by the Child and Family Teams.

Quality Management - Compiles and reports service outputs and outcomes on a variety of indicators that include but are not limited to, satisfaction, number of eligible clients served, continuity of care, encounters, fund balance, performance monitoring, training(e.g., contract standards, service definitions, wraparound service delivery model), and reports. Quality Management also monitors sentinel events and works with providers using a continuous quality improvement approach to ensure quality services are provided to eligible children, youth and families.

Management Information System – The management information system will be used to collect, manage and report information necessary to ensure effective management of project resources, to include service authorization and funds management, and client and provider profiling information necessary to demonstrate that the project outcomes/goals are being met. This information is collected, tracked and reported in TCM.

Fiscal Management – ATCIC will ensure that payment requests do not exceed funds allocated for the project during the contact term. Fiscal management and analysis will occur on a monthly basis upon submission of payment requests and supporting detail. ATCIC will set and/or negotiate payment rates with providers according to ATCIC rate-setting guidelines and/or standards. ATCIC will utilize its financial management processes to ensure that ATCIC payment requests to the Department, with the appropriate back-up, are correctly submitted by the monthly due date.

Claims Adjudication and Payment – ATCIC will ensure that claims are paid in a timely manner and at the appropriate rates. All claims received shall be reviewed for specific information to verify that the claim is valid. Incomplete or inaccurate claims may be denied payment or returned to the provider for correction and re-submission Adjudicate all claims against service authorizations in the managed care software system, TCM.

Administrative Processes – All administrative processes developed and implemented by ATCIC are, and will be, consistent with the wraparound service delivery model. MSO will facilitate the training of coordinators on the MSO administrative procedures/processes (e.g., methods to access funds, network development).

- Administration/Contract Management. Specific procedures have been developed by ATCIC which define the processes for development, negotiation, and execution of service provider contracts. All contracts are reviewed to ensure a balance of choice, access and quality at a reasonable cost. An exceptional referral process may be initiated when a service is not available through the network or when a particular provider is not currently contracted for the service requested. The exceptional referral is processed through UM which completes the emergency contract. The emergency contract is specific to the needs of an individual consumer and is time limited.

V. Identification of Individuals to Receive Services

Individual Eligibility Criteria

- Individual has a household income of 200% or less of the federal poverty guidelines (as updated annually by the U.S. Department of Health and Human Services) that are applicable to a household with the same number of persons as his/her household; and
- Individual is a resident of Travis County, which is determined by the Broker by the family's or parent's stated intention to remain in Travis County for an indefinite period; and
- Individual meets criteria as a member of one of the designated target programs for this Agreement (as described below and/or as approved in writing by the Department).

Financial Eligibility Criteria

- All target programs listed below may access Travis County General Funds
- Only individuals enrolled in Children FIRST or Healthy Families may access Milburn Funds
- Only individuals enrolled in the FDTC, and meet grant criteria as determined by the Department, may access funds through Children's Continuum and/or Parenting in Recovery grants.

Target Programs

The Children's Partnership (TCP) - is a collaborative of agencies serving children, adolescents and families in Travis County. These agencies include Travis County HHS&VS, Travis County Juvenile Probation Department, Austin Travis County Integral Care, Region VII, Department of Family and Protective Services (DFPS), Austin, Del Valle, Manor and Pflugerville Independent School Districts, Texas Health and Human Services Commission (HHSC), and The Texas Juvenile Justice Department.

Target Population – Children and Youth referred through Community Partners for Children (Travis County local Community Resource Coordination Group) that:

- Are ages 5-17; and
- Have a Mental Health Diagnosis indicating a severe emotional disturbance ; and
- Are at risk of removal; and
- Have and/or require multi-system involvement.

Community Partners for Children (CPC) - is a collaboration of community partners providing intensive service planning to children, adolescents and families who have multiple and complex needs that cannot be addressed by one agency alone. CPC is the Travis County CRCG which is mandated by law.

Target Population – Youth and their families who participate and are staffed by CPC who:

- Are ages 0-22; and
- Require multiple system involvement; and
- Have physical challenges, mental health challenges and/or developmental disabilities that significantly impact their ability to function in home, school and/or the community.
  --Families who are enrolled in CPC Bridge services

The Youth and Family Assessment Center (YFAC) - is a collaboration that provides comprehensive services and supports to children and adolescents at-risk of serious behavior problems and dropping out of school. Partners include Travis County HHS&VS, City of Austin, Communities In Schools (CIS), ATCIC, and Austin Independent School District. YFAC has three distinct programs: CIS Care Coordination; Family Support Services through the Travis County Community Centers; School-Readiness Camp.

Target Population(s) are children/youth enrolled in one of the YFAC programs that are ages of 3-22:

- For CIS Care Coordination and Camp attend one of the following schools at referral: Allison, Andrews, Harris, Oak Springs, Ortega, Rodriguez, and Zavala Elementary Schools; or Dobie, Kealing, Martin, Mendez, and Webb Middle Schools
- For FSS children and youth requesting services through the Social Work staff at one of the Travis County Community Centers
- Youth and adult family members of the enrolled youth/child who demonstrate a need for social service intervention (e.g., behavioral health services, self-sufficiency supports, enrichment services, parental support and education) due to impaired family functioning, which contributes to the youth's at-risk status.

The Travis County Family Drug Treatment Court (TCFDTC) is a program for parents who are struggling with problems of alcohol/ drug addiction and are involved in the Child Protective Services Civil Court system of Travis County. The Court is designed as an enhancement to the Child Protective Services (CPS) Court dockets. The program serves both the parents and their children by providing substance abuse treatment, recovery supports and target interventions and therapeutic supports for the parent and their children.

Target Populations are parents enrolled in the FDTC and their children:

- Children of the TCFDTC-enrolled parent residing in Travis or contiguous counties with approved caregiver
- Children of the TCFDTC-enrolled parent whether they are named in the CPS lawsuit

CPS Reintegration Project – utilizes the wraparound approach and the system of care to support the reintegration of foster youth with mental health challenges back into family homes in Travis County.

Target Population is children/youth who are in the custody of CPS:

- Have a mental health diagnosis and significant behavioral challenges; and
- Are residing in therapeutic placement; and
- Are ages 5-17; and
- Have an approved caretaker who resides in Travis County.

Children FIRST is a voluntary, strength-based home visiting program that provides services intended to enhance the abilities of parent/caregivers to protect their children from abuse/neglect

Target Population is families who have involvement with Child Protective Services

Healthy Families is a voluntary, home visiting program whose goals include teaching over-burdened families about maintaining safe, stable and nurturing relationships.

Target Population is first-time parents

VI. Service Continuum for all target programs

<u>Education/Training</u>

- Parent/Caretaker Supports
- Therapeutic parent coaching
- Parent Coaching, certified
- Parent Coaching
- Parent Partner

Life Skills Training

- Healthy Lifestyle
- Educational/Vocational
- Employment Support
- Financial management
- Tutoring

Assessments/Evaluation

- Psychological Assessment
- Neuropsychological
- Psycho-Educational
- Psychiatric Assessment
- Specialized Therapy Assessment (includes but is not limited to Speech/Audiology, Occupational Therapy, Physical Therapy or other movement therapies)
- Functional/Behavior Assessment
- Other assessments that may assist in evaluation of the functional, behavioral, mental health or other needs.

- Treatment Services Individual, Group or Family Counseling/therapy
- Crisis Counseling
- Specialized Therapy
  - Art
  - Music
  - Dance/Movement
  - Recreational
  - Aquatic
  - Animal assisted
- Medication Management
- Dietary/Nutrition Services
- Substance Use Intervention (substance abuse counseling)
- Substance Use Treatment
- Therapeutic/Behavioral Aide
- Behavior Support/ Therapy
- Dental
- Medical
- Occupational, physical and speech

Flexible Community Support Services

- Respite Care
- Mentoring
- Crisis Support
- Case management
- Case Conference (Wraparound Team Meeting)

Enrichment Services

- Recreational/Social Activities
- Gap Time Enrichment Activities
- Camp
- After School Program

- Enrichment Skill Development

Basic Needs

- Emergency Food
- Clothing
- Housing Modifications
- Utilities
- Housing Assistance
- Medical Purchases
- Child Care/supervision
- Transportation
- Household Items

Other

- Any other eligible service or support, not defined above, that meets the needs established in the Plan of Care, or an emergency or crisis situation that is approved by the Department.

VII. Other Contract Requirements

- MSO functions and responsibilities include methodologies, data gathering and reporting, as outlined in this Agreement. The Department reserves the right to review operations and implementation of these functions and to require a plan of improvement as reasonably determined by the Department, in order to achieve the goals of this Agreement. Changes shall be in writing and effective at such time as mutually agreed upon by ATCIC and the Department.
- Utilize The Clinical Manager (TCM) to allocate all expenses associated with this Agreement. Ensure that the correct funding code is utilized and that only eligible clients are being expended to the fund codes. Collaborate with HHS/VS to verify accuracy of funding allocations on a quarterly basis.
- Issue service authorization to providers semi-monthly, or as authorizations are added or changed.
- Deliver Provider Service Delivery Records (progress notes), used by the MSO as supportive documentation for invoice/claims, to Department designated liaison or supervisor electronically through secure means.
- Conduct second level reviews of any "Request for Funds" for vendor purchases for items other than rental/mortgage assistance and utilities which exceed $500. Vendor purchases are any purchases that are off network. These purchases are processed through Request for Funds ("RFF") forms submitted by coordination staff after approval by their supervisor. .
- Negotiate rates with providers consistent with Medicaid reimbursement when appropriate, according to ATCIC's rate setting procedures. Rates will be negotiated with the goal of cost effectiveness and development of sufficient capacity for network services. For services not reimbursable under Medicaid, negotiated rates will be used.

VIII. Reporting Requirements

Quarterly Requirements

- Quarterly (due on the 25th of the month following the completion of each calendar quarter) provide to the Department for distribution a provider network directory to include, at a minimum, provider name and contact information, services offered, location of service, service capacity and special skills, experience and/or expertise.
- Quarterly (due on the 25th of the month following the completion of each calendar quarter) ATCIC will provide the below information regarding specific MSO functions:
    - Percent of System of Care clean claims paid within 30 days.

- Number of System of Care provider applications received in a contract year
- Number of System of Care providers credentialed by service type
- Number of System of Care providers contracted by service type
- Number of service denial appeals and the outcomes

Annual Requirements

- Annually by January 15th immediately following the year that is the subject of the report) provide to the Department a demographic report (in Excel) that provides the below information on all unduplicated clients who utilized services under this Agreement during the applicable Agreement period.
    - Total number of unduplicated clients served in an Agreement year
    - Race
    - Ethnicity
    - Gender
    - Age
    - Income
    - Zip Codes
- Annually ATCIC will complete an assessment of needs for the provider network that will indicate the types of service gaps to ensure adequate capacity, diversity, and quality to meet the needs of the System of Care programs. Annually (November 30th immediately following the completion of the applicable Agreement year) ATCIC will provide a written synopsis of the assessment with recommendations and action plan for the following Agreement/fiscal year.
- Annually solicit feedback from providers regarding: 1) the application, credentialing and contracting process and 2) System of Care partners regarding the quality of services and satisfaction with the provider network. Annually (November 30th immediately following the completion of the applicable Agreement year) ATCIC will provide a written synopsis of the feedback with recommendations and action plan for the following fiscal year.

IX. Definitions

System of Care Partners include all those participants in the system of care (SOC) initiatives: families being served, ATCIC, the Department, Travis County Juvenile Probation Department, Austin, Del Valle, Manor, Pflugerville Independent School Districts, Travis County Child Protective Services, Communities In Schools and any partner that joins the SOC during the contract year.

Milburn Trust funds are donated by the Milburn family through a will bequest designated for service and supports that prevent, deter and address child abuse and neglect. The funds were bequeathed to Travis County and designated to Health and Human Services Office of Children Services Division for the Healthy Families program and the Children F.I.R.S.T. program

X. Budget

See Attachment C

XI. Contract Funds

MSO Fees – ATCIC

(Travis County General Fund)

ATCIC may receive up to $675,000.00 in funding from the Travis County General Fund for the satisfactory implementation and provision of MSO services. $625,331.00 can be expended for any of the three programs: CPC Bridge Services, The Children's Partnership, and Youth and Family Assessment Center (YFAC). The dollars expended by YFAC will only be for those services not covered by the program's CDBG allocation (CDBG money is provided under a separate contract between the City of Austin and ATCIC). Additionally, when approved by the Travis County Project Manager, Travis County General Fund dollars can be expended for the Parenting in Recovery and The Children's Continuum programs. ATCIC may request an annual amount not to exceed $49,669.00 as an MSO fee to be ***calculated as .079429 of the amount billed for this funding source's direct services each month during the 2015 Renewal Term***. This MSO fee will be included on the payment request submitted for service reimbursement each month.

(Milburn Trust Funds)

ATCIC may receive up to $32,352.00 of Milburn Trust Funds for services: $$11,779.00 can be expended for Healthy Families enrolled participants and $$20,573.00 for Children F.I.R.S.T. enrolled families. There is not an MSO fee associated with the Milburn funding.

Contract Funds – Network Service Providers and purchased supports (vendor purchases)

(Travis County General Fund)
ATCIC will negotiate contracts with fee-for-service rates or cost reimbursement rates with network service providers that include the 2015 Renewal Term. ATCIC will use up to $625,331.00 to purchase services from the network providers and community-based vendors in accordance with this Work Statement.

(Milburn Trust Funds)
ATCIC will negotiate contracts with fee-for-service rates or cost reimbursement rates with network service providers that include the 2015 Renewal Term. ATCIC will use up to a maximum of $32,352.00 from the Milburn Trust Funds to purchase services from the network service providers and community-based vendors in accordance with this Work Statement.

Billing Documentation and Request for Payment

Per the terms and conditions of this Agreement, ATCIC will file a complete and correct (as reasonably determined by Department) Request for Payment and Status of Funds Report ("Request for Payment"), a Monthly Expenditure Report, and a Compliance Certification Form with the Department by the 30th of the month immediately following the month in which services have been rendered. The Request will itemize, in detail and per Department's reasonable specifications, services and supports provided to eligible clients and costs.

(Travis County General Fund)
During the 2015 Renewal Term, ATCIC will provide billing detail with each monthly Request for Payment showing the amount expended for direct services and supports, the client ID, and the service provided to the target populations. The Office of Children's Services (OCS) Prevention and Intervention Manager or their designee will review the billing detail to ensure that all services billed comply with the service eligibility specified in this Agreement for Travis County general revenue dollars.

(Milburn Trust Funds)
ATCIC will provide separate billing detail for Milburn Trust Fund clients with each monthly Request for Payment. The billing detail shall reflect the amount expended for direct services and supports the client name and the service provided to the target populations. The OCS Prevention and Intervention Manager or their designee will review the billing detail to ensure that all services billed comply with the service eligibility specified in this Agreement for Milburn Trust funding.

ATCIC will cooperate with the Department throughout the 2015 Renewal Term in allocating Contract Funds for the target populations, as reasonably required by County.

ATTACHMENT C
FY'15 Budget System of Care MSO
PROGRAM BUDGET DETAIL - GENERAL FUND

Agency: Austin-Travis County Mental Health and Mental Retardation Center d.b.a. Austin-Travis County Integral Care

PERSONNEL	Requested CITY OF AUSTIN Amount	Requested TRAVIS COUNTY Amount	Balance - Amounts Funded by All OTHER Sources	TOTAL Budget (ALL funding sources)
Salaries (insert total from attached worksheet)				$0.00
FICA: rate x salaries				0.00
Retirement				0.00
Insurance: cost/month X FTE's				0.00
Worker's Compensation: rate x salaries				0.00
Unemployment: rate x salaries				0.00
Other Benefits (specify)				0.00
				0.00
				0.00
A. TOTAL PERSONNEL	$0.00	$0.00	$0.00	$0.00
OPERATING EXPENSES				
Equipment Rental				0.00
Occupancy Expenses (including rent, utilities, building maintenance, etc.)				0.00
Postage				0.00
Telephone				0.00
Staff Travel				0.00
Printing/Duplication				0.00
Office Supplies and Related Costs (in support of agency operations)				0.00
Audit/Accounting				0.00
Consultants/Contractual (complete Subcontracted Expenses form)				0.00
Subscriptions/Memberships				0.00
Conferences/Seminars				0.00
Insurance/Bonding				0.00
Other (specify)				0.00
				0.00
				0.00
B. TOTAL OPERATING EXPENSES	$0.00	$0.00	$0.00	$0.00
DIRECT ASSISTANCE				
Drugs/Medicine				0.00
Food/Beverage				0.00
Specific Assistance to Individuals		625,331.00		625,331.00
Other: MSO FEE (.079429 of Specific Assistance		49,669.00		49,669.00
to Individuals)				0.00
C. TOTAL DIRECT ASSISTANCE	$0.00	$675,000.00	$0.00	$675,000.00
EQUIPMENT/CAPITAL OUTLAY				
(Specify)				0.00
				0.00
				0.00
D. TOTAL EQUIPMENT/CAPITAL OUTLAY	$0.00	$0.00	$0.00	$0.00
GRAND TOTAL (A + B + C + D)	$0.00	$675,000.00	$0.00	$675,000.00

Note: Grand Total does not include program income

ATTACHMENT C.1
FY'15 Budget System of Care MSO
PROGRAM BUDGET DETAIL - MILBURN TRUST

Agency: Austin-Travis County Mental Health and Mental Retardation Center d.b.a. Austin-Travis County Integral Care
Programs: Children F.I.R.S.T. and Healthy Families

PERSONNEL	Requested CITY OF AUSTIN Amount	Requested TRAVIS COUNTY Amount	Balance - Amounts Funded by All OTHER Sources	TOTAL Budget (ALL funding sources)
Salaries (insert total from attached worksheet)				$0.00
FICA: rate x salaries				0.00
Retirement				0.00
Insurance: cost/month X FTE's				0.00
Worker's Compensation: rate x salaries				0.00
Unemployment: rate x salaries				0.00
Other Benefits (specify)				0.00
				0.00
				0.00
A. TOTAL PERSONNEL	$0.00	$0.00	$0.00	$0.00
OPERATING EXPENSES				
Equipment Rental				0.00
Occupancy Expenses (including rent, utilities, building maintenance, etc.)				0.00
Postage				0.00
Telephone				0.00
Staff Travel				0.00
Printing/Duplication				0.00
Office Supplies and Related Costs (in support of agency operations)				0.00
Audit/Accounting				0.00
Consultants/Contractual (complete Subcontracted Expenses form)				0.00
Subscriptions/Memberships				0.00
Conferences/Seminars				0.00
Insurance/Bonding				0.00
Other (specify)				0.00
				0.00
				0.00
B. TOTAL OPERATING EXPENSES	$0.00	$0.00	$0.00	$0.00
DIRECT ASSISTANCE				
Drugs/Medicine				0.00
Food/Beverage				0.00
Specific Assistance to Individuals		32,352.00		32,352.00
Other: MSO FEE		0.00		0.00
				0.00
C. TOTAL DIRECT ASSISTANCE	$0.00	$32,352.00	$0.00	$32,352.00
EQUIPMENT/CAPITAL OUTLAY				
(Specify)				0.00
				0.00
				0.00
D. TOTAL EQUIPMENT/CAPITAL OUTLAY	$0.00	$0.00	$0.00	$0.00
GRAND TOTAL (A + B + C + D)	$0.00	$32,352.00	$0.00	$32,352.00

Note: Grand Total does not include program income

ETHICS AFFIDAVIT

STATE OF TEXAS
COUNTY OF TRAVIS

ETHICS AFFIDAVIT

Date: 09/23/14
Name of Affiant: David Evans
Title of Affiant: CEO
Business Name of Proponent: Austin Travis County IntegralCare
County of Proponent: Travis

Affiant on oath swears that the following statements are true:

1. Affiant is authorized by Proponent to make this affidavit for Proponent.

2. Affiant is fully aware of the facts stated in this affidavit.

3. Affiant can read the English language.

4. Proponent has received the list of key contracting persons associated with this solicitation which is attached to this affidavit as Exhibit "1".

5. Affiant has personally read Exhibit "1" to this Affidavit.

6. Affiant has no knowledge of any key contracting person on Exhibit "1" with whom Proponent is doing business or has done business during the 365 day period immediately before the date of this affidavit whose name is not disclosed in the solicitation.

Signature of Affiant
1430 Collier St. Austin TX 78704
Address

SUBSCRIBED AND SWORN TO before me by Iris Vanover on Sept 23, 2014.

Iris C. Vanover
Notary Public, State of TX

Typed or printed name of notary
My commission expires: May 8, 2018

NOTARY PUBLIC STATE OF TEXAS
IRIS C VANOVER
My Commission Expires
May 8, 2018

EXHIBIT A
LIST OF KEY CONTRACTING PERSONS
August 28, 2014

CURRENT

Position Held	Name of Individual Holding Office/Position	Name of Business Individual is Associated
County Judge	Samuel T. Biscoe	
County Judge (Spouse)	Donalyn Thompson-Biscoe	
Executive Assistant	Cheryl Brown	
Executive Assistant	Melissa Velasquez	
Executive Assistant	Josie Z. Zavala	
Executive Assistant	David Salazar	
Commissioner, Precinct 1	Ron Davis	
Commissioner, Precinct 1 (Spouse)	Annie Davis	Seton Hospital
Executive Assistant	Deone Wilhite	
Executive Assistant	Felicitas Chavez	
Executive Assistant	Sue Spears	
Commissioner, Precinct 2	Bruce Todd	
Commissioner, Precinct 2 (Spouse)	Elizabeth Christian	Consultant
Executive Assistant	Sara Krause*	
Executive Assistant	Joe Hon	
Executive Assistant	Peter Einhorn	
Commissioner, Precinct 3	Gerald Daugherty*	
Commissioner, Precinct 3 (Spouse)	Charyln Daugherty	Consultant
Executive Assistant	Bob Moore*	
Executive Assistant	Martin Zamzow*	
Executive Assistant	Madison A. Gessner*	
Commissioner, Precinct 4	Margaret Gomez	
Executive Assistant	Edith Moreida	
Executive Assistant	Norma Guerra	
County Treasurer	Dolores Ortega-Carter	
County Auditor	Nicki Riley	
County Executive, Administrative	Vacant	
Interim County Executive, Planning & Budget	Leroy Nellis*	
County Executive, Emergency Services	Danny Hobby	
County Executive, Health/Human Services	Sherri E. Fleming	
County Executive, TNR	Steven M. Manilla, P.E.	
County Executive, Justice & Public Safety	Roger Jefferies	
Director, Facilities Management	Roger El Khoury, M.S., P.E.	
Chief Information Officer	Tanya Acevedo	
Director, Records Mgment & Communications	Steven Broberg	
Travis County Attorney	David Escamilla	
First Assistant County Attorney	Steve Capelle	
Executive Assistant, County Attorney	James Collins	
Director, Land Use Division	Tom Nuckols	
Attorney, Land Use Division	Julie Joe	
Attorney, Land Use Division	Christopher Gilmore	
Director, Transactions Division	John Hille	
Attorney, Transactions Division	Daniel Bradford	
Attorney, Transactions Division	Elizabeth Winn	
Attorney, Transactions Division	Mary Etta Gerhardt	
Attorney, Transactions Division	Barbara Wilson	
Attorney, Transactions Division	Jennifer Kraber*	
Attorney, Transactions Division	Tenley Aldredge	
Director, Health Services Division	Beth Devery	
Attorney, Health Services Division	Prema Gregerson	
Purchasing Agent	Cyd Grimes, C.P.M., CPPO	
Assistant Purchasing Agent	Elaine Casas, J.D.*	

Assistant Purchasing Agent .....Marvin Brice, CPPB
Assistant Purchasing Agent.....Bonnie Floyd, CPPO, CPPB
Purchasing Agent Assistant IV.....CW Bruner, CTP, CPPB
Purchasing Agent Assistant IV.....Lee Perry
Purchasing Agent Assistant IV.....Jason Walker
Purchasing Agent Assistant IV.....Richard Villareal
Purchasing Agent Assistant IV.....Patrick Strittmatter, CPPB
Purchasing Agent Assistant IV.....Lori Clyde, CPPO, CPPB, CTPE
Purchasing Agent Assistant IV.....Scott Wilson, CPPB
Purchasing Agent Assistant IV.....Jorge Talavera, CPPO, CPPB
Purchasing Agent Assistant IV.....Loren Breland, CPPB
Purchasing Agent Assistant IV.....John E. Pena, CTPM, CPPB
Purchasing Agent Assistant IV.....Angel Gomez
Purchasing Agent Assistant IV.....Jesse Herrera, CPPB, CTPM, CTCM, CTP
Purchasing Agent Assistant III.....Vacant
Purchasing Agent Assistant III.....David Walch
Purchasing Agent Assistant III.....Michael Long, CPPB
Purchasing Agent Assistant III.....Sydney Ceder
Purchasing Agent Assistant III.....Ruena Victorino
Purchasing Agent Assistant III.....Rachel Fishback
Purchasing Agent Assistant II.....L. Wade Laursen
Purchasing Agent Assistant II.....Sam Francis
HUB Coordinator.....Sylvia Lopez
HUB Specialist .....Betty Chapa
HUB Specialist .....Jerome Guerrero
Purchasing Business Analyst.....Scott Worthington
Purchasing Business Analyst.....Rosalinda Garcia
HHSVS Financial Manager.....Kathleen Haas
HHSVS Contract Compliance Spc.....John Bradshaw
HHSVS Contract Compliance Spc.....Ladonna Brazel
HHSVS Contract Compliance Spc.....San Juana Gonzales
HHSVS Contract Compliance Spc.....Latrice Johnson
HHSVS Financial Analyst Lead.....Lisa Glass
HHSVS Division Director.....Jim Lehrman
HHSVS Division Director.....Deborah Britton
HHSVS Planning Manager.....Lawrence Lyman

FORMER EMPLOYEES

Position Held	Name of Individual Holding Office/Position	Date of Expiration
Purchasing Agent Assistant III	Shannon Pleasant	08/22/15
Purchasing Business Analyst	Jennifer Francis	11/29/14
Executive Assistant	Barbara Smith	01/15/15
Attorney, Transactions Division	Jim Connolly	02/28/15
County Executive, Planning & Budget	Leslie Browder	03/31/15

* - Identifies employees who have been in that position less than a year.

TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767

Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608

DATE: September 15, 2014

TO: Cyd Grimes, Travis County Purchasing Agent, CPM, CPPO

FROM: Sherri E. Fleming
Sherri E. Fleming
County Executive for Travis County Health and Human Services and Veterans Service

SUBJECT: Contract renewals

Proposed Motion:
Consider and take appropriate action to approve start dates for certain TCHHSVS contract renewals that have been drafted but are still in the process of being reviewed either by the vendor, a third party (ATCIC or the City of Austin) or one of the various county departments involved in the contracting process and will not be completed in time to be posted on the 9/30/14 Commissioners Court agenda. Final approval of the contracts will be based on the submitting of final documents to the Commissioners Court upon completion and execution by other parties.

Summary and Staff Recommendations:

1) Encompass Medical Management, Inc.
Contract Number: 4400000683
Contract Period: 9/30/14 – 9/29/15
Contract Amount: $45,000

This contract is funded through the Parenting in Recovery (PIR) grant and provides database management and program evaluation for the PIR project. TCHHSVS is

waiting for the approval of a no-cost extension request that will fund the 9/30/14 – 9/29/15 grant year. The grantor has indicated that it will be late September or early October before a decision is made. While TCHHSVS fully expects to receive approval, it will not execute this contract if the grant funds are not awarded.

2) ATCIC SAMSO
Contract Number: 4400000372
Contract Period: 10/1/14 – 9/30/15
Contract Amount: $1,277,720

Travis County, the City of Austin and Austin Travis County Integral Care (ATCIC) have a three-way interlocal agreement for the provision of substance abuse treatment services. Under the agreement, ATCIC manages a network which provides comprehensive clinical assessment, intervention services, residential treatment, day treatment, detoxification, and outpatient and continuing care services. Clients are linked or referred to case management and other support services as part of the treatment process.

There is $881,799 in the FY'15 TCHHSVS budget for this contract. The City of Austin is expected to contribute $310,921 but has not yet confirmed this amount. The Parenting in Recovery (PIR) grant will contribute $134,599 if the TCHHSVS request for a no-cost extension of the grant is approved. While TCHHSVS expects to receive approval of the no-cost extension request for the PIR funds, this money will be taken out of the contract if the extension is not approved.

3) ATCIC System of Care
Contract Number: 4400000374
Contract Period: 10/1/14 – 9/30/15
Contract Amount: $707,352

TCHHSVS uses a contract with ATCIC to fund a variety of programs, known as the System of Care, for children and their families experiencing mental and behavioral challenges. ATCIC acts as the managed services organization, overseeing the services provided by a network of vendors.

The FY'15 contract has money from the following sources:
$675,000 in General Fund money;
$32,352 from the Milburn Trust.

4) ATCIC Main
Contract Number: 4400000375
Contract Period: 10/1/14 – 9/30/15
Contract Amount: $1,453,014

Under this Interlocal, ATCIC is required to serve as the lead in assessment, planning, and evaluation functions relative to mental health, intellectual/developmental disabilities, and substance abuse services in support of the Community Action Network process.

ATCIC also is responsible for the provision of certain mental health and intellectual/developmental disability services, either as a direct provider or through subcontracts with other providers, for the priority populations defined by the Texas Department of State Health Services. The priority populations include adult diagnoses of schizophrenia, bi-polar disorder or clinically severe depression and children with severe and persistent mental illness, including those with current or previous involvement in the criminal justice system.

5) ATCIC Child Therapist
Contract Number: 4400001018
Contract Period: 10/1/14 – 9/30/15
Contract Amount: $78,214

Also funded through the TCC grant, this contract funds 100% of a Child Therapist position at ATCIC. The therapist works with children whose parents are involved with the Travis County Family Drug Treatment Court. The grant funds for this contract are in place.

6) City/County, Public Health Interlocal Agreement
Contract Number: 4400001726
Contract Period: 10/1/14 – 9/30/15
Contract Amount: $3,122,526.

Contract provides thirteen different health related programs for Austin and Travis County residents. Services include: Community Health Improvement Planning, Chronic Disease Prevention and Control, Communicable Disease Prevention, Environmental Health Services, Epidemiology and Surveillance, Health Authority, Immunizations, Injury Prevention, Office of Vital Records and more.

7) City/County, Animal Services Interlocal Agreement
Contract Number: 4400001169
Contract Period: 10/1/14 – 9/30/15
Contract Amount: $1,115,472

Contract provides animal control services including rabies and dispatch to the unincorporated areas of Travis County. Also provides prevention services, shelter services and spay and neuter clinics.

TCHHSVS staff recommends approving these renewals.

Budgetary and Fiscal Impact:
This information is included with each contract listed above.

Issues and Opportunities:
Once drafted by the Travis County Attorney's Office, these contracts are reviewed by TCHHSVS, the vendor, the City of Austin in the case of ATCIC SAMSO, the Travis

County Auditor's Office and the Travis County Purchasing Office. The review process can take several weeks or even months depending on the complexity of the contract and response time of other parties.

The services provided by these contracts need to be continued while the drafts are reviewed. Those contracts funded solely by PIR grant money will not be executed if the no-cost extension for the grant is not approved. Those contract partially funded by PIR money will have that funding removed from the contract if the no-cost extension is not approved.

Background:
TCHHSVS is working with all parties concerned to get these contracts reviewed and executed as soon as possible.

Cc: Nicki Riley, Travis County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Mary Etta Gerhardt, Assistant County Attorney, Travis County Attorney's Office
Leroy Nellis, Acting County Executive, Planning and Budget Office
Aerin Pfaffenberger, Analyst, Planning and Budget Office
David Walch, Purchasing Agent Assistant, Travis County Purchasing Office