



Health & Human Services Agency COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: January 29, 2013 - REVISED

Public Hearing Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Published Notice Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Advertised Published Notice	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Meet & Confer Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Personnel Resolution attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>

CONTACT PERSON: Karen Elliott

PHONE: 624-8000

SUBJECT: Approval of Biscom FAX Server for the Visalia Healthcare Pharmacy.

REQUEST(S):

That the Board of Supervisors:

1. Approve the Capital Asset Purchase of a Biscom FAX Server, in an amount not to exceed \$10,000, for the Visalia Healthcare Pharmacy;
2. Approve the attached AUD308 Budget Adjustment Form (Requires 4/5ths vote); and
3. Authorize the Chairman of the Board to sign three (3) copies of the Purchase Agreement.

SUMMARY:

In a continuing effort to meet health reform and Meaningful Use requirements, the Visalia Healthcare Pharmacy recently upgraded its prescription management system to an improved automated management system. Included in this upgrade is the system's ability to receive faxes electronically in a Portable Document Format (PDF). In order to provide this function it is necessary to purchase a new FAX server. Currently, the Visalia Healthcare Pharmacy receives their faxes via a traditional stand-alone fax machine. The process is inefficient and time-consuming, requiring multiple processes. It can cause delays and the possibility of lost records. The department looked at alternate solutions such as the Myfax system, but due to volume (approximately 450 faxes per day), this was not a cost effective solution. The purchase of a Biscom FAX server will enhance the health records scanning

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system package already in place at the clinics. The upgraded Biscom package will fully support the additional pharmacy volume, in addition to allowing the health clinics the ability to handle a larger workload of faxing and scanning capabilities. It will improve services to both areas and make the pharmacy more efficient in its delivery of services with less duplication of effort.

FISCAL IMPACT/FINANCING:

The attached AUD308 indicates the budget changes associated with the Board Agenda Item. No Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

This request addresses the organizational Performance Initiative of the County's Strategic Plan by implementing newer and more effective technology to improve efficiency & service delivery to the residents of Tulare County.

ADMINISTRATIVE SIGN-OFF:

Cheryl L. Duerksen, Ph.D.
Agency Director

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) Agreement
AUD 308

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF Approval of Biscom
FAX Server for the Visalia Healthcare
Pharmacy.

)
) **Resolution No.** _____
) **Agreement No.** _____

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved the Capital Asset Purchase of a Biscom FAX Server, in an amount not to exceed \$10,000, for the Visalia Healthcare Pharmacy;
2. Approved the attached AUD308 Budget Adjustment Form (Requires 4/5ths vote); and
3. Authorized the Chairman of the Board to sign three (3) copies of the Purchase Agreement.

County of Tulare Budget Adjustment Form										4:28 PM	
01/29/13						7/13				13	
Date				Doc ID		APRD fm fm fy fy				Budget F/Y yy	
						HHS A		Angie Tipton 624-8047			
						Agency Name		Contact Person		Phone	
Action** A,C,D	Fund	Dept		APPR #				Current Amount	Revised Amount	Inc / Dec Amt	
C	001	142		1422			LEVEL 1 Finish Here	27,800	17,800	(10,000)	
A	001	142		1425			Appropriation Totals	0	10,000	10,000	
							This level may not balance due to revenue lines posted in level 2 below.				
Appropriations Total								27,800	27,800	-	
Action** A,C,D	Fund	Dept	Unit	Appr #	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt	
C	001	142	3021	1422	2200		Line Totals	27,800	17,800	(10,000)	
A	001	142	3021	1425	7051			0	10,000	10,000	
Each fund must balance						Total Inc/Dec must be zero	\$ 27,800	\$ 27,800	\$ -		
Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)								Perform a SMART BUDGET ROLL-UP before VALIDATING			
<p>To increase fixed asset line for the expense of purchasing aBiscom FAX Server for the Visalia Healthcare Pharmacy</p>											
Auditor and CAO Use Only							Auditor Use Only				
Checked By: _____							Entered By: _____				
County Executive Office Action: No. _____ Date: _____							Date: _____				
() Approved () Disapproved							Distribution: 1: BOS/CAO/Auditor				
By: _____											
Board of Supervisors Action: No. _____ Date: _____											
** Action Codes: A=Add, C=Change, D=Deactivate											
* Whenever a 33XX account budget is adjusted, a corresponding 67XX account revenue budget must be adjusted in the billing agency.											
* Whenever a 35XX account budget is adjusted, a corresponding 68XX account revenue budget must be adjusted in the billing agency.											
* Whenever a 36XX account budget is adjusted, a corresponding 39XX account revenue budget must be adjusted in the billing agency.											