

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



November 1, 1985

ALL-COUNTY INFORMATION NOTICE NO. I-89-85

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: IN-HOME SUPPORTIVE SERVICES (IHSS) CASE MANAGEMENT
AND INFORMATION AND PAYROLL SYSTEM (CMIPS)

REFERENCE: ACIN I-81-85

The purpose of this notice is to provide counties with additional information for use in planning for implementation of the IHSS Case Management, Information and Payrolling System (CMIPS). The system is scheduled for phase-in statewide implementation between January and May 1986 contingent on Department of Finance approval.

Attached is a chart which shows the proposed county-by-county equipment configuration and the basis for this plan (Attachment A). The configuration assumes local printing of turnaround documents. It is based on the pilot experience to date but will be subject to change based on the final evaluation of the pilots and costs estimates.

Counties need to make plans to deal with the following items for implementation: staffing (key data county staff); space for the cathod ray tubes (CRTS) and printers, and electrical alterations for the data processing (DP) equipment. Although a final decision will not be made until December, counties should plan on local mailing of Notices of Action. We recommend that each county designate, at a minimum, one key staff person who will be responsible for liaison with the State Department of Social Services and Electronic Data Systems-Federal (EDS-F) during implementation as well as for coordinating implementation of the system in that county.

Training for key staff and social workers is being planned by this Department. EDS-F will be making separate arrangements for key data entry and clerical staff training that will be scheduled to take place after equipment installation but prior to the proposed Social Service staff training dates. The proposed training schedule is attached for your planning use (Attachment B). Please note that this is tentative and subject to change.

If you have any questions regarding your county's proposed equipment, please contact William Schimeck, Manager, Systems Management Unit at (916) 323-3329. Questions regarding training may be addressed to Mr. Schimeck or Roberta Christensen at (916) 324-8774. It should be noted that the four pilot counties (Butte, Ventura, Madera and Sacramento) may also be able to provide additional information. The CMIPS workshop at the Adult Services Asilomar Conference in November still has space. I would encourage all counties to send a representative to this workshop.

Counties may be offered the one-time-only option of submitting a tape to EDS-F to create a new CMIPS computer file for recipients. Doing this may reduce the time it takes to add the caseloads to the new system, thereby saving clerical time. A turnaround document would be created with the tape. If counties are interested, they may contact Bill Tucker, Systems Engineer at EDS-F (916) 363-3136 for information.


LOREN D. SUTER
Deputy Director
Adult and Family Services Division

Attachments

cc: CWDA

Revised County Equipment List

	<u>Modem</u>	<u>Controller</u>	<u>CRT</u>	<u>Printers</u>
SDSS	1	1	1	1 (L)
ALAMEDA	1	1 (M)	3	1 (M)
AMADOR				
BUTTE	1	1	1	1 (L)
CALAVERAS				
COLUSA				
CONTRA COSTA	2	2 (LM)	2	1 (M)
DEL NORTE				
EL DORADO	1	1	1	1 (L)
FRESNO	1	1 (M)	3	1 (M)
GLENN				
HUMBOLDT	1	1	1	1 (L)
IMPERIAL	1	1	1	1 (L)
INYO				
KERN	1	1	1	1 (L)
KINGS	1	1	1	1 (L)
LAKE	1	1	1	1 (L)
LASSEN				
LOS ANGELES	12	12 (M)	30	8 (M), 3 (H)
MADERA	1	1	1	1 (L)
MARIN	1	1	1	1 (L)
MARIPOSA				
MENDOCINO	1	1	1	1 (L)
MERCED	1	1	1	1 (L)
MODOC				
MONO				1 (L)
MONTEREY	1	1	1	1 (L)
NAPA	1	1	1	1 (L)
NEVADA	1	1	1	1 (L)
ORANGE	1	1 (M)	3	1 (M)
PLACER	1	1	1	1 (L)
PLUMAS				
RIVERSIDE	1	1 (M)	2	1 (M)
SACRAMENTO	1	1 (M)	2	1 (M)
SAN BENITO				

	Modem	Controller	CRT	Printers
SAN BERNARDINO	3	3 (2L) (1M)	3	2 (L), 1 (M)
SAN DIEGO	1	1 (M)	4	1 (H)
SAN FRANCISCO	1	1 (M)	3	1 (M)
SAN JOAQUIN	1	1 (M)	1	1 (M)
SAN LUIS OBISPO	1	1	1	1 (L)
SAN MATEO	1	1	1	1 (L)
SANTA BARBARA	1	1	1	1 (L)
SANTA CLARA	1	1 (M)	2	1 (M)
SANTA CRUZ	1	1	1	1 (L)
SHASTA	1	1	1	1 (L)
SIERRA				
SISKIYOU				
SOLANO	1	1	1	1 (L)
SONOMA	1	1	2	1 (L)
STANISLAUS	1	1 (M)	1	1 (M)
SUTTER	1	1	1	1 (L)
TEHAMA	1	1	1	1 (L)
TRINITY				
TULARE	1	1 (M)	1	1 (M)
TUOLUMNE				
VENTURA	1	1	1	1 (L)
YOLO	1	1	1	1 (L)
YUBA	1	1	1	1 (L)
GRAND TOTAL	56	31 (L), 25 (M)	89	30 (L), 20 (M), 4 (H)

The county equipment list represents some changes from the FSR Equipment configuration and resulted from analysis of the Pilot operations. The findings as they related to needed equipment are:

- 1) Features of a Personal Computer for print download were not utilized nor desired as print load was adequately handled during normal work hours with negligible impact on input response time.
- 2) Low speed printers performed better than expected and can be substituted in more locations; medium speed printers can handle all but a few high volume requirements at the remaining locations.

- 3) Dial-up mode showed the advantages expected; however, the cost in terms of telephone charges and clerical time (redialing due to busy signal or line signal quality) was excessive.

All counties with a caseload over 220 (99% of statewide caseload) can be accommodated with the revised equipment configuration. Each county will be online with a direct data circuit (no dial-up) to EDS.

Region II

24 counties - 26 offices
8 training sites
12 training sessions

<u>Sites</u>	<u>Sessions</u>	<u>Counties</u>	<u>Proposed Equipment Installation Dates</u>	<u>Proposed Training Dates</u>
1	1	<u>Sacramento</u> , Reg. II Key staff		February 11
	1	<u>Sacramento</u> , Yolo, Glenn, Yuba, Placer, Sierra, Nevada, Sutter, Colusa, El Dorado, San Joaquin	January 27-31	February 13
1	1	<u>Stanislaus</u> (Modesto), Alpine, Tuolumne, Mariposa, Amador, Calaveras	January 27-31	February 14
1	1	<u>Fresno</u> , Reg. II, key staff		February 19
	1	<u>Fresno</u> , Merced, Kings, Tulare	February 3-7	February 20
1	1	<u>San Francisco</u> , Reg. II key staff		February 24
	2	<u>San Francisco</u>	February 10-14	February 25 & 26
1	1	<u>Santa Clara</u> , Alameda, San Mateo	February 10-14	February 27
1	1	<u>Santa Cruz</u> , Monterey, San Benito	February 10-14	February 28
1	1	<u>Contra Costa</u>	February 17-21	March 5
1	1	<u>Napa</u> , Marin, Sonoma Mendocino, Lake, Solano	February 17-21	March 6

CMIPS STATEWIDE TRAINING SCHEDULE

Attachment B

Region I

11 counties - 25 offices
 5 training sites
 11 training sessions

<u>Sites</u>	<u>Sessions</u>	<u>Counties</u>	<u>Proposed Equipment Installation Dates</u>	<u>Proposed Training Dates</u>
1	1	<u>Los Angeles</u> , Region I key staff		January 17
	6	<u>Los Angeles</u>	January 6-10	January 21-28
1	1	<u>Orange</u>	January 13-17	January 30
1	1	<u>San Diego</u> and Imperial	January 13-17	January 31
1	1	<u>San Bernardino</u> and Riverside	January 20-24	February 5
1	1	<u>Kern</u> (Bakersfield), Santa Barbara, San Luis Obispo, Inyo, Mono	January 20-24	February 7

Region III

19 counties - 19 offices
3 training sites
4 training sessions

<u>Sites</u>	<u>Sessions</u>	<u>Counties</u>	<u>Proposed Equipment Installation Dates</u>	<u>Proposed Training Dates</u>
1	1	<u>Shasta</u> , Reg. III key staff		March 25
	1	<u>Shasta</u> (Redding), <u>Siskiyou</u> , Trinity, <u>Tehama</u>	March 10-14	March 26
1	1	<u>Humboldt</u> (Eureka), <u>Del Norte</u>	March 10-14	March 27
1	1	<u>Lassen</u> (Susanville), <u>Modoc</u> , <u>Plumas</u>	No equipment	April 3

Statewide

54 counties - 70 offices
16 training sites
27 training sessions