

**Component Exhibit 1**

**Capital Facilities and Technological Needs Face Sheet**

**MENTAL HEALTH SERVICES ACT (MHSA)  
CAPITAL FACILITIES and TECHNOLOGICAL NEEDS  
FY 2022-23**

County: Tri-City Mental Health Authority

Date: June 16, 2022

County Mental Health Director:

Rimmi Hundal

Printed Name



Signature

Date: 06/17/2022

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**Component Exhibit 1 (continued)**

**COUNTY CERTIFICATION**

**I hereby certify that I am the official responsible for the administration of Community Mental Health Services in and for Tri-City Mental Health Authority (TCMHA) and that the following are true and correct:**

This Component Proposal is consistent with the Mental Health Services Act.

This Capital Facilities and Technological Needs (CFTN) F Y 2 0 2 2 - 2 0 2 3 Component Proposal is consistent with and supportive of the standards set forth in Title 9, California Code of Regulations (CCR) Section 3320.

The County certifies that if proposing technological needs project(s), the Technological Needs Assessment, including the roadmap for moving toward an Integrated Information Systems Infrastructure, will be submitted with the first Technological Needs Project Proposal.

This Component Proposal has been developed with the participation of stakeholders, in accordance with Title 9, CCR Sections 3300, 3310, and 3315, and with the participation of the public and our contract service providers. The draft local Capital Facilities and Technological Needs Component Proposal was circulated for 30 days to stakeholders for review and comment and a public hearing was held by the local mental health board. All input has been considered, with adjustments made, as appropriate.

Mental Health Services Act funds are and will be used in compliance with Title 9, CCR Section 3410, Non-Supplant.

All documents in the attached Component Proposal for Capital Facilities and Technological Needs are true and correct.

Date: 06/17/2022 Signature:   
County Mental Health Director

Executed at: Claremont, California  
\_\_\_\_\_

**Component Exhibit 2**

**COMPONENT PROPOSAL NARRATIVE**

**1. Framework and Goal Support**

Briefly describe: 1) how the County plans to use Capital Facilities and/or Technological Needs Component funds to support the programs, services and goals implemented through the MHSA, and 2) how you derived the proposed distribution of funds below.

Proposed distribution of funds:

Capital Facilities	\$	n/a	or		%
Technological Needs	\$	767,000	or	100	%

Breakdown:

- 1) TCMH Wireless Network Refresh equipment and implementation costs at approximately \$152,000
- 2) TCMH Microsoft 365 Migration consulting and implementation costs at approximately \$100,000
- 3) TCMH Wellness Center Technology Refresh equipment and implementation approximately costs at \$50,000
- 4) TCMH Overhead Paging Upgrade equipment and implementation costs at approximately \$25,000
- 5) TCMH Rolling PC Inventory equipment costs at approximately \$100,000
- 6) TCMH On-Prem to Cloud Migration consulting and implementation costs at approximately \$100,000
- 7) TCMH ERP Platform implementation costs at approximately \$100,000
- 8) TCMH Security Upgrade equipment and implementation costs at approximately \$140,000

**Summary:**

Tri-City Mental Health (TCMH) intends to expend existing MHSA funds assigned to Capital Facilities and Technological Needs (CFTN) to implement several technology projects.

In order to keep up with the ever changing technology landscape, Tri-City is required to ensure robust ability to remain technologically relevant in relation to the services we offer.

- TCMH Wireless Network Refresh – Update full Tri-City wireless infrastructure to increase capacity and ensure robust compliance with existing and future network protocols.
- TCMH Microsoft 365 Migration Consulting – Migrate M365 services to

- upgraded instance to provide Tri-City with improved support and security capabilities, add additional functionality to staff, and streamline operational capacity throughout the agency.
- TCMH Wellness Center Refresh – Update all technology components within the Wellness Center. This will include a full PC refresh (PC and monitor), audio/visual components, as well as community engagement devices such gaming consoles and Karaoke machines. All of the said devices improve engagement and allow Tri-City to better serve the community.
- Overhead Paging System Implementation – To meet regulatory requirements and improve staff/client safety, Tri-City needs to deploy a robust and highly available overhead paging system throughout all sites.
- TCMH Rolling PC Inventory – In order to meet the needs of the Agency, it's imperative that the I.T. department have a ready supply of PC's ready for immediate deployment. The requested amount reflects replenish of 50 PC's.
- On-Prem to Cloud Migration – With I.T. security and high availability being paramount to Tri-City's ability to meet the needs of our clients through technology, migrating to a HIPAA compliant cloud storage solution allows Tri-City to be agile with our storage and hosting needs, while maximizing security and minimizing overhead.
- TCMH ERP Platform Implementation – As Tri-City grows, the need to integrate disparate system and departments in order to work cohesively with one another becomes more evident. An enterprise resource planning platform will allow departments to properly document their workflows more seamless while providing opportunities to better collaborate with previously siloed departments.
- TCMH Security Upgrade – Tri-City would like to upgrade its security system. Improved security measures such as FOB key entry and security cameras will increase visibility ensure Tri-City continues to be a safe environment for both our clients and employees.

### **Background:**

In order to maintain operational uptime and high availability of systems, organizations are required to review and refresh applicable I.T. infrastructure components periodically. Depending on the hardware/software, refresh cycles can range anywhere from two (2) to five (5) years, and in some circumstances longer. The following provides justification for Tri-City's requested technology refresh:

- Increased Security – With technology constantly evolving, so too are the tools and techniques deployed by hackers in an attempt to breach Tri-

City's networks. Outdated software/hardware, in many cases, no longer receive relevant, up to date, updates, which can put organizations at operational risk. The requested Tri-City initiatives listed above aims to mitigate security risks to ensure the Tri-City is robust and resilient in order to maintain proper operational status.

- Compliance – As a healthcare and community provider, Tri-City is required to adhere to certain regulatory/contractual requirements and processes. As it is no longer an option to not use technology, Tri-City must be able to be compliant with required standards and requested transmission modalities. Potential penalties for non-compliance include, but are not limited to:
  - o Monetary Penalties
  - o Uninvited Audits
  - o Criminal Charges
  - o Denial of insurance claims
  - o Forced Closure or loss of Contract
  
- Reliable Data Back-up – The evolution of cloud storage has provided a secure, reliable, and a cost effective way for organizations to manage and maintain their data retention needs. Traditionally on-premises solutions require heavy infrastructure investment, constant monitoring, and human resource overhead in order to maintain. Cloud hosting allows Tri-City to leverage best in class technology and processes for our data management needs. Current cloud solutions are completely HIPAA compliant and HITRUST certified.
  
- To Stay Relevant – With technology at the forefront of many healthcare initiatives, Tri-City must be able to meet the needs of such initiatives by ensuring our technology footprint is capable of handling the needs of modern healthcare. This not only includes backend infrastructure, but also our end-user experience for clients and employees alike. Lack of I.T. relevance can be barrier to adoption of innovative healthcare treatments/modalities (i.e. TeleHealth), adverse community engagement experience due to outdated hardware/software, as well as compliance.

## **Component Exhibit 2**

### **Stakeholder Involvement**

In preparation for the approval of this plan, the MHSA Projects Manager convened a virtual stakeholder meeting on February 24, 2022. The purpose of this meeting was to invite stakeholders to review and provide input regarding the transfer and reallocation of \$1,700,000 in surplus MHSA funds currently held under the Community Services and Supports (CSS) plan to the Capital Facilities and Technological Needs plan. Following the presentation,

attendees were asked to vote on this proposal. A high majority of stakeholders voted in favor of this proposal. This plan reflects the designation of funds related specifically to the technology portion of said transfer.

In conjunction with the results of the most recent security assessment, I.T. performed a current state analysis of our infrastructure, as well as our partner relationships to determine areas of improvement. Our assessment showed areas where Tri-City can improve our resiliency and capabilities. In many cases, the requested technology improvements are industry best practices due to the age of equipment and processing efficacy.

**30-Day Public Notification:**

This CFTN plan was posted for a 30-day public comment period beginning May 11, 2022, ending June 10, 2022, on Tri-City’s website as well as all social media sites including Facebook, Instagram, and Twitter. In addition, this plan was distributed to community locations which are currently open, subject to COVID restrictions. All written and verbal comments received during this comment period will be reviewed by Tri-City staff and included in the final document.

This plan is scheduled to be presented to the Mental Health Commission on June 14, 2022, with a request for endorsement to the Tri-City Governing Board. The Governing Board will meet on June 15, to consider approving and adopting this plan.

**Component Exhibit 3**

**COMPONENT PROPOSAL: CAPITAL FACILITIES NEEDS LISTING**

Please list Capital Facility needs (ex: types and numbers of facilities needed, possible County locations for needed facilities, MHSA programs and services to be provided, and target populations to be served, etc.) N/A

**Component Exhibit 4**

**COMPONENT PROPOSAL: TECHNOLOGICAL NEEDS**

Technology Project	Approximate Project Funding
TCMH Wireless Network Refresh	\$152,000
TCMH Microsoft 365 Migration	\$100,000
TCMH Wellness Center Technology Refresh	\$50,000
TCMH Overhead Paging Upgrade	\$25,000
TCMH Rolling PC Inventory	\$100,000
TCMH On-Prem to Cloud Migration	\$100,000
TCMH Enterprise Resource Planning Software Adoption	\$100,000
TCMH Facilities Security Upgrade	\$140,000

Please check-off one or more of the technological needs which meet your goals of modernization/transformation or client/family empowerment as your county moves toward an Integrated Information Systems Infrastructure. Examples are listed below and described in further detail in Enclosure 3. If no technological needs are identified, please write "None" in the box below and include the related rationale in Exhibit 1.

**Electronic Health Record (EHR) System Projects (check all that apply)**

- X Infrastructure, Security, Privacy Practice Management
- Clinical Data Management
- Computerized Provider Order Entry
- Full EHR with Interoperability Components (for example, standard data exchanges with other counties, contract providers, labs, pharmacies)

**Client and Family Empowerment Projects**

- X Client/Family Access to Computing Resources Projects
- Personal Health Record (PHR) System Projects
- X Online Information Resource Projects (Expansion / Leveraging information sharing services)

**Other Technology Projects That Support MHSA Operations**

- X Telemedicine and other rural/underserved service access methods
- X Pilot projects to monitor new programs and service outcome improvement
- X Data Warehousing Projects / Decision Support
- X Imaging / Paper Conversion Projects
- Other (Briefly Describe)