



# COUNTY OF HUMBOLDT

For the meeting of: 4/25/2023

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File #: 23-473

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**To:** Board of Supervisors

**From:** DHHS: Behavioral Health

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

License Agreement with the University of New Hampshire Regarding the Provision and Utilization of the All-Payer Claims Database - Common Data Layout Software Platform

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Waive the requirements of the Humboldt County Nuclear-Free Ordinance with regard to the attached license agreement with the University of New Hampshire;
2. Approve, and authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute the attached license agreement with the University of New Hampshire regarding the provision and utilization of the All-Payer Claims Database - Common Data Layout software platform for the period of April 25, 2023 through April 24, 2025;
3. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached license agreement with the University of New Hampshire, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
4. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with one (1) fully executed certified copy of the Board Order related to this item.

**SOURCE OF FUNDING:**

Behavioral Health Fund (1170-424)

**DISCUSSION:**

The Humboldt County Department of Health and Human Services - Behavioral Health (“DHHS - Behavioral Health”) currently provides the California Department of Health Care Services (“DHCS”) with certain utilization data which contains client numbers of Medi-Cal Beneficiaries who have received services from the County of Humboldt within the past six (6) months, on a monthly basis. Upon receiving such utilization data, DHCS sends back any and all records found for the Beneficiaries’ paid claims and approved encounters.

The All-Payers Claims Database - Common Data Layout (“APCD-CDL”) software platform is a copyrighted product provided by the University of New Hampshire which will allow DHHS - Behavioral Health to access the historical Medi-Cal utilization data provided by DHCS. The attached license agreement with the University of New Hampshire will allow DHHS - Behavioral Health to use the APCD-CDL software platform at no charge to the County of Humboldt for the period of April 25, 2023 through April 24, 2025.

It should be noted that the attached license agreement with the University of New Hampshire will be governed by the laws of the State of New Hampshire rather than California law. Additionally, the Board must waive the requirements of the Humboldt County Nuclear-Free Ordinance in order to approve the attached license agreement, since the University of New Hampshire currently has administrative responsibility for a facility involved in nuclear research.

Accordingly, DHHS - Behavioral Health recommends that the Board approve, and authorize the DHHS - Behavioral Health Director, or a designee thereof, to execute the attached license agreement with the University of New Hampshire regarding the provision and utilization of the APCD-CDL software platform for the period of April 25, 2023 through April 24, 2025. It is also recommended that the Board authorize the DHHS - Behavioral Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached license agreement with the University of New Hampshire, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any unnecessary delays in utilization of the APCD-CDL software platform.

**FINANCIAL IMPACT:**

There are no direct costs associated with the attached license agreement with the University of New Hampshire. As a result, approval of the attached license agreement with the University of New Hampshire will not impact the Humboldt County General Fund.

**STAFFING IMPACT:**

<b>Position Title</b>	<b>Position Control Number</b>	<b>Monthly Salary Range (1A-E Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>
Quality Improvement Analyst	BU QUAR-424	439 Step-A	0	0

There is minimal staffing impact associated with the attached license agreement with the University of New Hampshire. The proprietary PDF data dictionary documentation would require the support of a Quality Improvement Analyst. The analyst will utilize the data dictionary file they will receive to analyze and interpret the claims utilization data provided by DHCS. The estimated staff impact for this monthly assignment is between 1-5 hours a month. This was anticipated and staff was budgeted for this work.

**STRATEGIC FRAMEWORK:**

The recommended actions support the Board of Supervisors’ Strategic Framework by protecting vulnerable populations, creating opportunities for improved safety and health and providing for and

maintaining technological infrastructure.

OTHER AGENCY INVOLVEMENT:

California Department of Health Care Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not approve the attached license agreement with the University of New Hampshire regarding the provision and utilization of the APCD-CDL software platform. However, this alternative is not recommended as it would negatively impact DHHS - Behavioral Health's ability to meet the needs of the public.

ATTACHMENTS:

1. License Agreement with the University of New Hampshire Regarding the Provision and Utilization of the All-Payer Claims Database - Common Data Layout Software Platform

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A