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ONGOING FUNDING MANAGEMENT FOR THE ONTARIO CHILD CARE MANAGEMENT SYSTEM

The Community Services and Housing Committee recommends the adoption of the recommendations contained in the following report, February 27, 2007, from the Commissioner of Community Services, Housing and Health Services:

1. RECOMMENDATIONS

It is recommended that:

1. Regional Council authorize a Purchase of Service Agreement with Mission Systems Development Corporation (MSDC), for a three-year period from January 1, 2007 to December 31, 2009 for current and future year upgrades, enhancements and/or support services related to the Ontario Child Care Management System (OCCMS) subject to the prior review of Legal Services and 100% funding by the provincial government or third parties, utilizing the sole source purchase provision in the Purchasing By-law A-0353-2004-089.
2. The Commissioner of Community Services, Housing and Health Services be authorized to execute such agreements with the Ministry of Community and Social Services and MSDC on the Region's behalf.
3. Council approve one additional full-time employee (FTE) to implement enhancements to OCCMS subject to 100% provincial funding.

2. PURPOSE

The purpose of this report is to request Council approval to purchase services from MSDC for ongoing upgrades, enhancements and support services to the OCCMS, subject to 100% funding by the Province, and to authorize the Commissioner of Community Services, Housing and Health Services to execute the agreements with the Ministry of Community and Social Services and MSDC for a three-year period, subject to the prior review of Legal Services.

3. BACKGROUND

In August 1998, Council approved the development of an Ontario-wide child care database system (subject to 100% provincial funding) to support Consolidated Municipal Service Managers (CMSMs) in their child care program management responsibilities, newly transferred from the Province. York Region's child care database system was used

to develop this province-wide OCCMS. York Region continues to own the OCCMS source code.

In April 1999, Council authorized entering into an agreement with the Ministry to manage the development of the OCCMS and its distribution to CMSMs in Ontario. In July 1999, as a part of this agreement, York Region procured the services of the MSDC through its normal tender process as subsequently amended to include enhancements and upgrades as prescribed by the Ministry.

Staff of the Department's Family and Children's Services Branch has assumed the role of Project Manager and, since early 2000, has been working with a team of MCSS staff and representatives of other CMSMs to design, develop, test and implement the OCCMS.

For 2007, the Province has indicated that it will fund three York Region positions at 100% subsidy to perform application testing and province-wide training co-ordination functions.

4. ANALYSIS AND OPTIONS

The OCCMS has now been successfully developed, tested and implemented in the majority of Ontario's CMSMs.

New OCCMS versions and enhancements will be ongoing. A partnership between York Region, the Ministry and the CMSM User Group staff now review and approve upgrades, enhancements and service supports to the province-wide OCCMS. A Help Line has been established for all CMSM users; system capacities will be enhanced and a number of upgrades will be made to the Program.

The funding agreement with the Ministry remains at 100% subsidy and York Region remains the development manager and owner of the OCCMS program code.

Until now, the Community Services and Housing Department has managed funding agreements with the Ministry and service contracts with MSDC through specific Council approvals and Regional tendering practices.

In 2007, modifications to the OCCMS will be authorized through "Job Orders" from the Ministry and the CMSM User Group. Over the course of the year, the Department will receive a series of formal written Job Orders from the Ministry and from the User Group that specify and authorize system upgrades and enhancements. The Department will then manage the implementation of these Job Order changes with the MSDC. The Region will be subsidized at 100% from the Province for these projects.

The Community Services and Housing Department anticipates that the total cost of the Job Orders in 2007 will exceed \$100,000 and that enhancements, upgrades and support services to the OCCMS will continue for at least the next three years.

Given the specialized and technical nature of the services provided by MSDC with respect to OCCMS, it is prudent to retain MSDC to provide services in relation to current and future upgrades, enhancements and support services to the OCCMS over the next three years. The Region has authority to retain a specific provider under the sole sourcing provisions contained in Section 10.1 of the Region's Purchasing By-law where the "compatibility of a purchase with existing equipment, facilities or service is the paramount consideration".

4.1 Staffing

In response to the fact that the number of CMSMs using OCCMS has increased for 2007, the Province has indicated that it will fund three positions to perform application testing and province-wide co-ordination functions. Two of these positions were previously approved by the Province and included in the 2007 Budget estimates. They have been 100% provincially funded since 2001. The third position is a recent provincial approval and is included for Council consideration in this report.

5. FINANCIAL IMPLICATIONS

Costs related to the development, testing, training and administration of OCCMS is funded 100% by the Ministry of Community and Social Services. The approved Capital Budget includes gross expenditures totalling \$2.231 million between January 1, 2007 to December 31, 2009 with no net tax levy impact.

6. LOCAL MUNICIPAL IMPACT

There are no local municipal implications associated with this report.

7. CONCLUSION

The OCCMS has matured into an established province-wide database used by 46 of the 47 CMSMs to manage their child care program responsibilities. The system now requires ongoing modifications and enhancements.

York Region, as the owner of OCCMS code and as a principal architect in OCCMS design, has assumed responsibilities for the management of these enhancements, upgrades and support services.

This report requests Council's approval to purchase these ongoing upgrade and support services from the MSDC and to authorize the Commissioner of Community Services,

Housing and Health Services to enter into funding and service agreements with the Ministry and MSDC, subject to 100% provincial funding.

In addition, this report requests Council's approval of one additional full-time employee to support increased application, training and co-ordination functions subject to 100% provincial funding.

For more information on this report, contact Maria Smith, Manager of Child and Community Programs in the Family and Children's Services Branch of the Community Services and Housing Department.

The Senior Management Group has reviewed this report.