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ONGOING FUNDING MANAGEMENT FOR THE ONTARIO CHILD CARE MANAGEMENT SYSTEM (OCCMS)

The Community Services and Housing Committee recommends the adoption of the recommendations contained in the following report, April 28, 2004, from the Commissioner of Community Services and Housing:

1. RECOMMENDATIONS

It is recommended that:

1. The Purchasing By-law be waived and the Region be authorized to enter into a Purchase of Service Agreement with Mission Systems Development Corporation (MSDC), for a three-year period from January 1, 2004 to December 31, 2006 for current and future year upgrades, enhancements and/or support services related to the Ontario Child Care Management System (OCCMS) subject to the Regional Solicitor's prior review and 100% funding by the Provincial government or third parties.
2. The Commissioner of Community Services and Housing be authorized to execute such agreements on the Region's behalf.

2. PURPOSE

The purpose of this report is to request approval for the Region 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 and Housing to execute the agreements with the Ministry of Community and Social Services and MSDC for a three-year period, subject to prior review by the Regional Solicitor.

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, Regional Council authorized the Community Services and Housing Department to enter 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 Division 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 2004, the Province has indicated that it will fund two York Region positions at 100% subsidy to perform application testing and province-wide training co-ordination functions. These two positions are included in the 2004 Budget estimates.

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 2004, 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 2004 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 further retain

MSDC pursuant to the sole sourcing provisions contained in Section 6.1 of the Region's Purchasing By-law and will maintain system continuity.

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 \$1.8 million between January 1, 2004 to December 31, 2006 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 almost all 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 Regional Council's approval to purchase these ongoing upgrade and support services from the MSDC and to authorize the Commissioner of Community Services and Housing to enter into funding and service agreements with the Ministry and MSDC, subject to 100% Provincial funding.

The Senior Management Group has reviewed this report.