

MEMO TO: IMLC Commission
IMLCC Executive Director

FROM: IMLCC Technology Committee

DATE: April 19, 2019

RE: FY 2020 **REVISED** Budget Request for Technology Committee

Submitted herewith is the Technology Committee's revised budget request for FY 2020. It will be noted that the Committee's request is substantially more than its actual budget for FY 2019. Explanations are provided below.

Additionally, it should be noted that most of the line items that were funded from the current HRSA grant in FY 2019 have been continued in the FY 2020 request, but are slated to be funded from IMLCC operating funds. This occurred because (1) there is no guarantee that the IMLCC will receive additional grant funding in FY 2020, and (2) if a new HRSA grant *is* received, it is the Committee's understanding that those funds may not be used for regular operations, but instead put toward growth and development of the program.

The increases include:

- Code 1205.1* – Programming & Development (P&D) of CRM (data management system) Disciplinary Action Alert Tool: The next phase of development of the CRM is implementing a system to notify member boards of disciplinary actions taken against physicians by other member boards. The IMLC provision for automatic mirroring of major disciplinary actions in other member states makes development of this tool critical. This project was included in the application for the new HRSA grant, but will need IMLC operating funds if the grant application is not successful.
- Code 1205.2* – P&D of Daily Notification/Download Tool: This tool will automate the transmittal of applicant and licensee information from the CRM to member boards. It will eliminate the hand entry of data, reducing staff time and potential for error. This project was included in the application for the new HRSA grant, but will need IMLC operating funds if the grant application is not successful.
- Code 1205.3* – P&D Migration from DocuSign to MS Dynamics: Currently applications are completed in DocuSign, and data is then electronically transferred from the DocuSign platform to the MS Dynamics platform where the CRM resides. By migrating all applications, etc., to MS Dynamics, we will eliminate a potential security risk that occurs when transferred data from DocuSign to MS Dynamics, and will also eliminate the annual cost of using DocuSign (currently \$30,000 per year in Expense Code 1315). [A digital signature tool will still be needed, however, so Expense Code 1315 is set at \$15,000 in this request.] This project was included in the application for the new HRSA grant, but will need IMLC operating funds if the grant application is not successful.

** These Expense Codes were created to differentiate the projects.*

- Code 1205.4* – P&D of CRM Workforce Data Collection Tool: This project was included in the application for the new HRSA grant on the assumption that HRSA would like to measure the volume of medical services that are provided by physicians who have been licensed through the IMLC. This project was included in the application for the new HRSA grant, but if the grant application is unsuccessful, this project will not occur.
- Code 1206 – Internet: Regular maintenance and operation of the IMLCC web page runs about \$2,000 per month. The increase to \$24,000 in FY 2020 reflects that cost.
- Code 1206.01* – Web Page Redesign: The IMLC web page is a holdover from the original license portability web page created by FSMB to promote the IMLC prior to the activation of the Commission. The page needs to be redesigned to improve navigation, ease of use, content, security and graphics. This project is a high priority for the IMLCC Communications Committee. It was included in the application for the new HRSA grant, but will need IMLC operating funds if the grant application is not successful. The initial “ask” of \$60,000 has been reduced to \$40,000.
- Code 1602.02* – MS Dynamics IMLCC-purchased superuser seats: The amount budgeted for this in FY 2019 was not adequate to provide each member board with a “superuser” seat (license) to use the MS Dynamics CRM. The \$39,900 budget accurately reflects the cost to provide a superuser seat for one year for up to 35 member boards.

If there are any questions regarding these requests, please direct them to the Chairman of the Technology Committee, Kevin Bohnenblust, at kevin.bohnenblust@wyo.gov.

Thank you for your consideration of these requests.