

Fundamentals (2.c): Cost Recovery Cost Recovery Billing System

Replace DTSC's current cost recovery billing system with the more effective state Financial Information System.

Goal: Improve cost recoveries by replacing our legacy Cost Recovery Billing System (CRBS) with the State's Financial Information System (Fi\$CaL).

DTSC utilizes the CRBS to track cost data, issue invoices to potentially responsible parties/prospective purchasers, record payments, and reconcile account balances, ensuring that invoices are accurate, fully documented, and defensible in legal proceedings.

The software used to develop the CRBS is no longer supported by the manufacturer. This puts DTSC at risk of the CRBS failing and unable to develop and mail invoices to responsible parties timely. Additional functionality such as generating collection letters and electronic invoicing and payments, are not available as part of the current CRBS. Due to the restrictions imposed by Budget Letter 08-05, Moratorium on Developing Administrative Information Technology Systems (FI\$CaL), DTSC is unable to develop a replacement CRBS. DTSC must adhere to BL 08-05 and wait for the State to implement FI\$CaL as the solution for a CRBS replacement. DTSC is currently scheduled for FI\$CaL Implementation Wave 3, in January 2016.

DTSC has requested the State move the department from FI\$CaL Implementation Wave 3 scheduled for January 2016, to FI\$CaL Implementation Wave 2 scheduled for July 2015, in order to accelerate a CRBS replacement solution. In addition, DTSC will be researching alternative cost recovery automation efforts that will create efficiencies and are excluded from BL 08-05.

Timeline:

April - June 2013:

- Develop and submit FI\$CaL wave change request in order to move DTSC from Wave 3 to Wave 2.
- Facilitate a meeting between DTSC Director and FI\$CaL Director, on the possibility of DTSC being moved up in FI\$CaL implementation waves.
- Evaluate current system and identify other cost recovery automation solutions that are excluded from BL 08-05 and could be implemented in a new standalone environment, separate from the current CRBS.

July – September 2013:

- Identify technical requirements to implement other cost recovery automation improvements.
- Receive approval decision on FI\$CaL Wave change
- Working with FI\$CaL staff, identify business process changes required for FI\$CaL implementation.

October 2013 – March 2014:

- Develop new automated tools and/or processes for cost recovery
- Test and implement new automated tools
- Identify FI\$CaL training needs for DTSC staff, in preparation for FI\$CaL implementation.