

MAINE STATE LEGISLATURE

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1 FIRST REGULAR SESSION
2

3 ONE HUNDRED AND ELEVENTH LEGISLATURE
4

5 Legislative Document

No. 1564

6
7 S.P. 533

In Senate, May 5, 1983

8 Referred to the Committee on Health and Institutional Services. Sent
9 down for concurrence and ordered printed.

10 JOY J. O'BRIEN, Secretary of the Senate

Presented by Senator Bustin of Kennebec.

Cosponsors: Senator Gill of Cumberland, Senator Hayes of Penobscot
and Representative Davis of Monmouth.

11
12 STATE OF MAINE
13

14 IN THE YEAR OF OUR LORD
15 NINETEEN HUNDRED AND EIGHTY-THREE
16

17 AN ACT to Streamline Information
18 Processing by Income Supplementation and
19 Social Service Programs.
20

21 Be it enacted by the People of the State of Maine as
22 follows:

23 5 MRSA c. 158-A is enacted to read:

24 CHAPTER 158-A

25 MAINE INCOME SUPPLEMENTATION

26 AND

27 SOCIAL SERVICE INFORMATION

28 §1891. General Provisions

29 1. Title. This chapter shall be cited as the
30 "Maine Income Supplementation and Social Service
31 "Information Act of 1983."

1 2. Purpose. The purpose of this chapter is to
2 authorize the establishment and maintenance of the
3 Maine Income Supplementation and Social Service
4 Information System. To achieve this, the several
5 purposes of this chapter are:

6 A. To authorize a process for the design and
7 implementation of the system by the executive and
8 legislative branches;

9 B. To integrate and consolidate client informa-
10 tion, program record keeping and data processing
11 now maintained in various paper and electronic
12 files;

13 C. To encourage cooperation and coordination of
14 information processing among state departments
15 and private agencies;

16 D. To encourage effective and cost efficient
17 administration of income supplementation and
18 social service programs; and

19 E. To encourage effective public policy and bud-
20 get development, and informed decision making by
21 the executive and legislative branches.

22 3. Definitions. For the purposes of this chap-
23 ter, unless the context otherwise indicates, the fol-
24 lowing terms have the following meanings.

25 A. "Department" means the Department of Human
26 Services, the Department of Mental Health and
27 Mental Retardation and the Division of Community
28 Services, and may mean such other administrative
29 units of State Government as are defined from
30 time to time.

31 B. "Income supplementation" means aid to fam-
32 ilies with dependent children, food stamps, gen-
33 eral assistance, home heating assistance and home
34 winterization and repair programs administered by
35 the departments; and may mean similar programs
36 such as catastrophic illness and medicaid eligi-
37 bility, optional grants to supplemental security
38 income and child support enforcement and location
39 programs.

1 C. "Information system" means the Maine Income
2 Supplementation and Social Service Information
3 System.

4 D. "Social service" means any children's, youth,
5 adult or elderly service, and alcoholism, commu-
6 nity action, developmental disability, adult or
7 child protective or substitute care, drug abuse,
8 juvenile, mental health, mental retardation,
9 older Americans, poverty, rehabilitation, sub-
10 stance abuse or transportation service operated
11 by a department utilizing state administered
12 funds.

13 E. "State administered funds" means any and all
14 general funds, dedicated funds, federal funds,
15 fees, grants, 3rd-party reimbursements, vendor
16 payments or other funds or revenue available for
17 expenditure by a department in support of the
18 provision of income supplementation or social
19 service programs.

20 §1892. Information system

21 The Department of Finance and Administration,
22 through the Bureau of Central Computer Services, and
23 with the cooperation of the departments, shall estab-
24 lish and maintain the Maine Income Supplementation
25 and Social Service Information System. The informa-
26 tion system shall:

27 1. Centralization and consolidation. Centralize
28 and consolidate into a single file client informa-
29 tion, program records and data processing components
30 necessary to the operation of income supplementation
31 and social service programs administered by the
32 departments. It is the intent of this chapter that
33 any income supplementation or social service program,
34 which in the future may be administered by the
35 departments, shall be operated through this informa-
36 tion system;

37 2. Single client records. Contain, as part of
38 the overall file, a single client record for each
39 individual, family, household or other unit of living
40 served by any income supplementation or social ser-
41 vice program administered by the departments. The

1 single client record shall be compatible with the
2 information essential to administration of any income
3 supplementation or social service program conducted
4 by the departments;

5 3. Protection of confidentiality. Including
6 strong safeguards to appropriately protect the confi-
7 dentiality of clients from invasion of privacy.
8 These safeguards may include limiting access to
9 client records on a "need to know basis;"

10 4. Compatibility with income supplementation and
11 social service programs. Be compatible with the
12 administration of income supplementation and social
13 service programs by community human service or public
14 agencies, as defined in section 1633; and

15 5. Compatible practices. Be compatible with
16 administration of income supplementation or social
17 service programs via practices, such as a single
18 application process; community agency accounting
19 practices, as authorized by section 1634; and a single
20 social services plan.

21 §1893. Information system development and imple-
22 mentation

23 1. System operation. The information system
24 shall be developed by the Department of Finance and
25 Administration, through the Bureau of Central Com-
26 puter Services and the departments in a joint
27 cooperative effort.

28 2. Select subcommittee of the advisory
29 board. The information system shall be developed in
30 cooperation with an advisory committee serving as a
31 select subcommittee of the Computer Services Advisory
32 Board. The select subcommittee shall cease to exist
33 one year after the information system is fully opera-
34 tional. The select subcommittee shall have similar
35 powers, duties and privileges as those authorized for
36 the full board in section 1855, and shall report to
37 the full board.

38 3. Select subcommittee membership. The subcom-
39 mittee shall consist of 7 members. The Governor
40 shall appoint 2 members from the private sector who

1 shall be knowledgeable in the science and administra-
2 tion of data processing in community human service
3 agencies, but who shall not be vendors of data pro-
4 cessing equipment or supplies. The commissioners of
5 the Department of Human Services, Department of
6 Finance and Administration, Department of Mental
7 Health and Mental Retardation and the Director of the
8 Division of Community Services shall each designate a
9 member of his department to serve on the subcommit-
10 tee. The chairman of the Maine Human Services Coun-
11 cil shall designate a member of the council or coun-
12 cil staff to serve on the subcommittee.

13 4. Timetable. The information system shall be
14 developed so as to meet the following schedule:

15 A. July 1, 1983: Overall concept proposal sub-
16 mitted by the joint standing committee of the
17 Legislature having jurisdiction over health and
18 institutional services;

19 B. October 1, 1983: Implementation plan submit-
20 ted by the joint standing committee of the Legis-
21 lature having jurisdiction over health and insti-
22 tutional services;

23 C. February 29, 1984: Design and conversion com-
24 pleted; and

25 D. June 30, 1984: Final testing completed and
26 system fully operational.

27 STATEMENT OF FACT

28 The purposes of this bill is to authorize the
29 establishment and maintenance of the Maine Income
30 Supplementation and Social Service Information Sys-
31 tem.

32 1368041483