County of Los Angeles
CHIEF EXECUTIVE OFFICE
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
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WILLIAM T FUJIOKA
Chief Executive Officer

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April 30, 2010

To: Supervisor Gloria Molina, Chair
        Supervisor Mark Ridley-Thomas
        Supervisor Zev Yaroslavsky
        Supervisor Don Knabe
        Supervisor Michael D. Antonovich

From: William T Fujioka
        Chief Executive Officer

DEPARTMENT OF HEALTH SERVICES REQUEST TO APPOINT KEVIN LYNCH TO THE POSITION OF CHIEF, INFORMATION SYSTEMS, HEALTH (UC)

Consistent with County Policy on management appointments, the Department of Health Services (DHS) requests authorization to appoint Kevin Lynch to the position of Chief, Information Systems, Health (UC) at an annual salary of $198,200.40 ($16,516.70/month), placing him onto Management Appraisal and Performance Plan (MAPP) Tier I Salary Range R16. We have reviewed the request and concur with the attached DHS request to appoint Mr. Lynch.

As the Chief, Information Systems, Health (UC), Mr. Lynch will report to the Chief Deputy Director, Health Services and will serve as the Chief Information Officer (CIO) for DHS. In this capacity, Mr. Lynch will be responsible for directing the activities of the DHS Information Technology Services organization to manage and administer the analysis, planning, design, coordination, implementation, enhancement and maintenance of department-wide automated information systems. In addition, Mr. Lynch will be responsible for developing and implementing information technology standards, policies and initiatives, including recommendations as appropriate for action by your Board, and the future direction of proposed information systems to improve overall cost effectiveness and health care service delivery.

DHS indicates Mr. Lynch has over 17 years of experience in the information technology health field, holding various senior-level positions with oversight of the Information Technology Department of a large healthcare organization. A copy of his resume and additional information from DHS is attached.

Accordingly, the salary placement for Mr. Lynch onto MAPP Tier I Salary Range R16, which represents a 17.9 percent increase over his current salary, is consistent with the level of experience and knowledge that he brings to this position and the increased level of duties and responsibilities required for such position within an organization the size of DHS.

In accordance with the policy on managerial appointments, unless otherwise instructed by your Board by May 10, 2010, we will advise DHS that authorization has been granted to proceed with Mr. Lynch's appointment to Chief, Information Systems, Health (UC) at an annual salary of $198,200.40 effective June 1, 2010.

If you have any questions, please contact me, or your staff may contact Sheila Shima, Deputy Chief Executive Officer, at (213) 974-1160.

WTF:BC:SAS
MLM:DL:gl

Attachments

c: Executive Office, Board of Supervisors
       Department of Health Services
       Department of Human Resources
       Chief Information Office

043010_HMHS_MBS_K Lynch

NON-PHYSICIAN
MANAGEMENT APPOINTMENT REQUEST

Candidate Name: Kevin Lynch   Employee No.:

(Check one)   NEW HIRE: X   PROMOTION:

FACILITY/PROGRAM

Provide organization chart & highlight the position

ATTACHED

Describe where the position fits into the management organizational structure:

This position will function as the Chief of Information Systems for the Department of Health Services and will report directly to the Chief Deputy Director, Health Services.

Describe the duties and responsibilities which reflect the scope and complexity of the position:

This unclassified position functions as the department's Chief Information Officer. This position directs the activities of the DHS Information Technology Services (ITS) organization and is responsible for directing, managing and administering the analysis planning, design, coordination, implementation, enhancement, and maintenance of department-wide automated information systems.

In addition, this position is responsible for ensuring the continuous delivery and operation of integrated clinical and administrative information systems through management of multiple information and communication systems and projects including voice, data, imaging, and office automation. This position also has responsibility for DHS information technology standards, policy and decision making for resource allocation and future direction and control of proposed information systems, and leading the department in developing and implementing information technology initiatives that improve cost effectiveness and health care service delivery. Duties include, but aren't limited to:

- Plans, organizes, assigns, directs, manages and evaluates the work of the DHS Information Technology Services (ITS) organization.
- Establishes and operates an information systems governance structure within the department to ensure agreement and support of critical systems and alignment of information technology initiatives and resources within the department.
- Defines long-range automated information systems requirements; coordinates departmental input and recommends information system needs, priorities, plans, policies and procedures to departmental management.
- Manages the analysis and assessment of current and proposed plans; oversees and manages the development, design, implementation and maintenance of automated information systems to ensure achievement of strategic, long-range, departmental information requirements and needs; integrates long-range information system plans into overall strategic departmental plans and the County Business Automation Plan (BAP).
- Directs the development and maintenance of enterprise systems architecture, defining standards and protocols for data exchange, communications, software, and interconnection of the department's health care information systems.
- Develops and maintains IT policies and standards relating to the acquisition, implementation and operation of information technology and communication systems ensuring the integrity, security and privacy of information is maintained.
- Directs the development and preparation of the DHS automated information systems budget for inclusion into the overall DHS budget.
- Consults with departmental managers and users to identify system integration and modification needs and equipment requirements and develops plans to meet departmental needs.
- Confers with DHS Executive and Management Staff, Office of the Chief Information Officer, Chief Executive Office, other County departments, State and federal officials regarding implementation and maintenance of information systems necessary to meet mandated data, information and reporting requirements.
- Advises and informs departmental management of existing and future IT issues and trends and their impact on current and proposed DHS information systems.
- Represents DHS on Countywide information systems committees and task forces involved with the development of large scale automated information systems.
- Represents the department on committees and in meetings with federal, State and other local governmental agencies.

Indicate the candidate's unique qualifications, special skills or abilities, work background or experience, etc.:

Mr. Lynch successfully implemented an enterprise electronic medical record project at the Jackson Health System (JHS). JHS is a public, academic teaching hospital consisting of six hospitals on three campuses with 2139 beds along with 12 primary care clinics and over 35 affiliate locations throughout Miami Dade County. JHS is an academic health system with a public healthcare mission very similar to the mission of LA County Department of Health Services. The academic affiliation is with both the University of Miami and Florida International University. As Corporate Director of Information Technology, the candidate reports directly to the Chief Information Officer and is responsible for the strategic planning, implementation and support of facilities electronic medical record, patient financial system and enterprise resource planning systems. Mr. Lynch's background in this type of public/non-profit safety net environment contributed greatly to the decision to appoint him to this Key DHS Executive Management position.

The candidate previously worked in the Tenet Healthcare System for 13 years at three different facilities where he was actively engaged in two clinical information conversions, two patient financial conversions, an EMR and PACS implementation. He advanced from an analyst position to manager at his first facility, and then progressed to director at the next two facilities based upon demonstrated accomplishments and leadership skills.

Mr. Lynch presently has oversight of the Information Technology Department staff of over 112 with all the inherit responsibilities including Applications, Infrastructure, Project Management, Telecommunications, Helpdesk, and Desktop support. He implemented many detailed process improvements at the Jackson Health System. He has extensive experience in Clinical, Financial, Human Resources, Core Business, departmental proprietary systems, and interface applications. The candidate has worked in both community and academic institutions as well as in the private and not for profit environments. He has also managed a performance based multimillion dollar combined operational and capitol budget. Mr. Lynch is also active in many board level committees including the IT Committee and the Information Planning Council and also participates in many sub committees including Purchasing, Fiscal, Clinical Advisory, Nursing Informatics and Physician Advisory Council.

Mr. Lynch's 17 year's experience in the information technology health field made him an optimal choice for DHS. We will be undertaking several initiatives in DHS that were implemented in Jackson and Tenet Health Systems. The knowledge and skill set required to execute the DHS initiatives will likely be more successful with a seasoned and well qualified candidate at the helm.

Provide the candidate's résumé or curriculum vitae

ATTACHED

Identify highest paid subordinate reporting to this position

Name: Employee #:   Title: ASSOC. CHIEF, INFORMATION SYSTEMS, HS

Calculated Monthly Salary: $14506.82   Calculated Annual Salary: $174081.84   Salary Level: S14, Step 12

Identify management position above the position requested

Name: Employee #:   Title: Chief Deputy Director, HS (UC)

Base Monthly Salary: $23,220.45   Annual Salary: $278,645.40   Salary Range: R24
Calculated Monthly Salary: $25,774.70   Calculated Annual Salary: $309,296.40

HUMAN RESOURCES

Certify that the position is vacant and budgeted

                                                                          YES   **X**   NO _____

Verify current salary of the individual for whom the request is being submitted.

CURRENT MONTHLY BASE: $ 14,002.89   Annual Salary: $ 168,082.78

Designate amount of proposed monthly salary based on standard 5.5 increase and/or verify that requested salary is consistent with other managers in the department.

PERCENTAGE INCREASE OVER CURRENT SALARY: 17.789 %
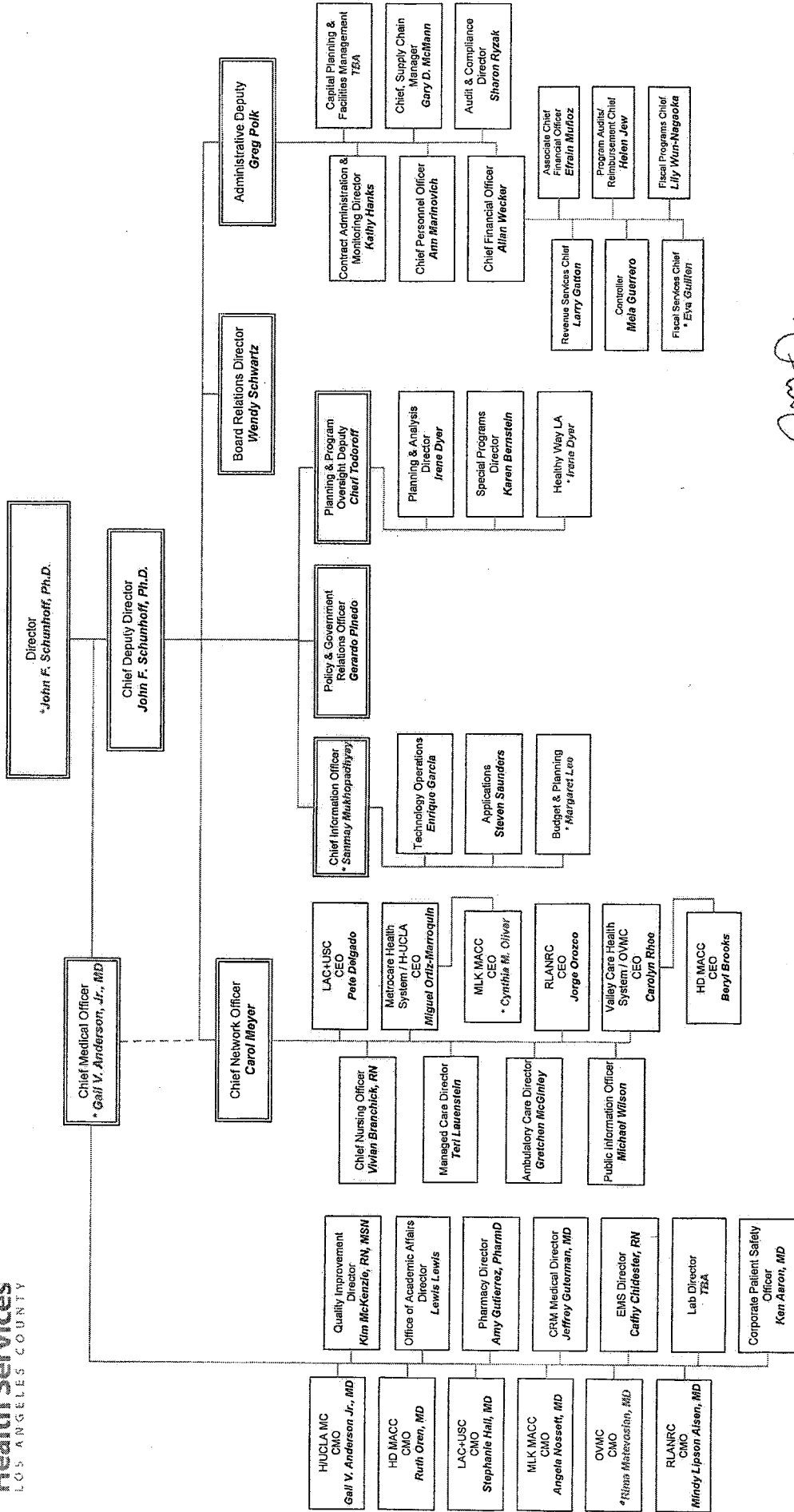
PROPOSED MONTHLY SALARY: $ 16,516.70   ANNUAL SALARY: $ 196,200.40   Quartile: R16, 4th Quartile

Provide listing of all internal equivalent positions within facility/program

Verify that candidate is listed on the appropriate Certification List and is reachable

                                                                          YES   **X**   NO _____

Health Services
LOS ANGELES COUNTY

DEPARTMENT OF HEALTH SERVICES
Organizational Chart

Director
^ John F. Schunhoff, Ph.D.

Chief Deputy Director
John F. Schunhoff, Ph.D.

Administrative Deputy
Greg Polk

- Capital Planning & Facilities Management — TBA
- Chief, Supply Chain Manager — Gary D. McMann
- Audit & Compliance Director — Sharon Ryzak

- Contract Administration & Monitoring Director — Kathy Hanks
- Chief Personnel Officer — Ann Marinovich
- Chief Financial Officer — Allan Wecker
  - Associate Chief Financial Officer — Efrain Muñoz
    - Revenue Services Chief — Larry Gatton
  - Program Audits/ Reimbursement Chief — Helen Jew
    - Controller — Mela Guerrero
  - Fiscal Programs Chief — Lily Wun-Nagaoka
    - Fiscal Services Chief — ^ Eva Guillen

Board Relations Director
Wendy Schwartz

Policy & Government Relations Officer
Gerardo Pinedo

Planning & Program Oversight Deputy
Chief Todoroff

- Planning & Analysis Director — Irene Dyer
- Special Programs Director — Karen Bernstein
- Healthy Way LA — ^ Irene Dyer

Chief Information Officer
^ Sanmay Mukhopadhyay

- Technology Operations — Enrique Garcia
- Applications — Steven Saunders
- Budget & Planning — ^ Margaret Lee

Chief Medical Officer
^ Gail V. Anderson, Jr., MD

- Quality Improvement Director — Kim McKenzie, RN, MSN
- Office of Academic Affairs Director — Lewis Lewis
- Pharmacy Director — Amy Gutierrez, PharmD
- CRM Medical Director — Jeffrey Guterman, MD
- EMS Director — Cathy Chidester, RN
- Lab Director — TBA
- Corporate Patient Safety Officer — Ken Aaron, MD

- H/UCLA MC CMO — Gail V. Anderson Jr., MD
- HD MACC CMO — Ruth Oren, MD
- LAC+USC CMO — Stephanie Hall, MD
- MLK MACC CMO — Angela Nossett, MD
- OVMC CMO — ^ Rhea Matevosian, MD
- RLANRC CMO — Mindy Lipson Aisen, MD

Chief Network Officer
Carol Meyer

- Chief Nursing Officer — Vivian Branchick, RN
- Managed Care Director — Teri Lauenstein
- Ambulatory Care Director — Gretchen McGinley
- Public Information Officer — Michael Wilson

- LAC+USC CEO — Pete Delgado
- Metrocare Health System / H-UCLA CEO — Miguel Ortiz-Marroquin
- MLK MACC CEO — ^ Cynthia M. Oliver
- RLANRC CEO — Jorge Orozco
- Valley Care Health System / OVMC CEO — Carolyn Rhee
- HD MACC CEO — Beryl Brooks

^ Interim
* To Be Announced (TBA)

(signature)
John F. Schunhoff, Ph.D.
Interim Director

4-1-10
Date

Executive Profile:

Business and technology visionary with executive and hands on experience in automating hospital information systems. Dynamic management career with strong leadership, problem solving, planning, team building and project management skills. Recruit, develop, motivate and retain diverse staff structuring them in teams that deliver results and cost savings. Proven leader with extensive managerial experience in hospital clinical & financial systems. Ten years serving as a Director. Honestly and ethically attentive to detail and quality.

EDUCATION:

Master of Science Degree, with a major in Health Services Administration, Barry University, Miami Florida, 2009. Upsilon Phi Delta Society Honor Role

B.S. Degree, Engineering Computer Technology, University of South Florida, 1985 College of Engineering, Athletic Scholarship.

A.A. Degree, Computer Science, Daytona Beach Community College, 1982, Presidents List of Academic Scholars, Athletic Scholarship.
Pensacola Junior College, 1979-80, Computer Science studies.

PROFESSIONAL EXPERIENCE:

March 2006 – Present: Jackson Health System – JHS is a public, academic teaching hospital consisting of six hospitals on three campuses with 2139 beds along with 12 primary care clinics and over 35 affiliate locations throughout Miami Dade County. JHS is an academic health system with a public healthcare mission with over 11,000 employees, 800 attending physicians and 1000 resident physicians. Initially brought in as Director of Applications with the specific intent to implement an EMR project that had two previous failed attempts. Promoted to Corporate Director and second highest I.T. position at Jackson Health System based upon capabilities, accomplishments and the successful implementation of the enterprise EMR project. As Corporate Director, I share responsibility with the CIO at executive meetings and all board presentations. I represent the I.T. Division in our governance model.

Corporate Director Information Technology Division. Responsible for strategic planning, implementation and support of Clinical, Patient Accounting, Core Business, and Departmental Systems applications for Jackson Health System. Responsibilities also include oversight of Project Management Office, Infrastructure, Desktop, Helpdesk, Telecommunications, budgeting and cost control. Promoted from Director of Applications position in December 2007.

- Provide executive leadership as head of Jackson Health Systems IT division consisting of 170 employees and contractors.
- Responsible for the successful implementation of the integrated Cerner Millennium electronic medical record (EMR) project June 2007.
- Converted three disparate clinical information and patient finance systems (Tenet Pbar/Siemens, Meditech and homegrown CARE) into a standardized enterprise footprint across all locations.
- Expanded EMR to two additional facilities and added functionality for clinical documentation and CPOE.
- Converted legacy patient financial system to Siemens Invision – October 2008.
- Currently involved in implementation of phased Enterprise Resource Planning conversion – November 2009.

- Implemented Phillips PACS interfaced to Cerner clinical system.
- Responsible for operating budget of $37M and capital budget $17M.

April 1993 - February 2006: Tenet Health System
Tenet Health System has 13 facilities in South Florida. I served at three facilities in overarching roles as Director, coordinating Y2K and HIPAA administration for all three. I served as Director which is the highest ranking I.T. position within each Tenet facility for seven years. I attended executive meetings on behalf of the I.T. Department and was responsible for all I.T. decisions at the facility level. Custom wrote and implemented a surgical scheduling system utilized at two Tenet facilities. I had four evolving roles at Tenet starting as a Customer Support Specialist into an Applications Manager, then onto a Director at two facilities. I was promoted through recognition of my capabilities, initiative and leadership skills.

North Ridge Medical Center (430 beds) November 2001 - February 2006: Director of Information Systems responsible for clinical, patient financial and core business application systems.
- Converted clinical system to McKesson's STAR for Patient Management, Order Entry, Radiology, Pharmacy and Medical Records.
- Converted to Tenet PBar financial system.
- Implemented Horizon Patient Folder for Electronic Medical Records.
- Implemented McKesson PACS with integration to clinical information system.
- Manage the daily operations of IS Department by directing staff, evaluating and recommending hardware and software acquisitions.
- Define, develop, and maintain strategic and operational plans for systems and services that support hospital's mission, values and business objectives.
- Administer WAN, LAN, computer operations, system applications, and departmental operation.
- SQL report writing and relational database programmer.
- Coordinate and provide support, repairs, recommendation and training in all hardware/software related systems.

Hollywood Medical Center (280 beds) July 1999 – January 2002: Director of Information Systems and Communications Departments. Responsibilities include administration and oversight of clinical, financial, interface and ancillary hospital information systems.
- Administration of WAN, LAN, data processing activities, systems design, programming, report writing, and development of policies / procedures
- Purchase and implementation of PBX phone switch.
- Provide management direction and leadership in computer applications development and computer operations. Provide advice to management concerning the application of computing techniques to hospital requirements. Coordinate and provide support, repairs, recommendations and training in all hardware/software related systems.

North Shore Medical Center (465 beds) April 1993 – July 1999: Clinical Applications Manager. Promoted from Customer Support Specialist to Customer Support Manager.
- Coordinated the conversion of two independent hospital's proprietary clinical systems to McKesson's Star clinical system.
- Served as liaison between MIS and all other departmental systems in the hospital.
- Analyze user routines and developed customized fully documented applications based on needs and resources. Designed and implemented help desk tracking application.

April 1992 - April 1993: Omega Research, Inc. Software Technician/Programmer. Responsibilities include hardware, software, and programming support to over 1000 users of a popular trading / investment application for Windows. Extensive utilization of verbal and written communication skills.

1982-1992: (May-Oct) Maxwell Associates, Inc. Maxwell's produced the Acapulco Cliff Diving and World High Diving Championships as seen on ABC's Wide World of Sports. I progressed through the ranks starting as a performing diver for three years into a site manager at Busch Gardens for two years before promotion to the corporate headquarters as Operations Manager for six years. As a performer and site manager I was a member of the Great American High Diving Team, performing in shows at Major Theme Parks (Disney, Sea World, Busch Gardens, Six Flags) and special events (World's Fair) around the world. As the Operations Manager, I designed and implemented corporate computer hardware & software systems including inventory data base, payroll, and accounting programs. Responsibilities included customer support to client base of theme park executives around the world, contract negotiations with both revenue generating accounts and expense based performers. Responsibility for transportation logistics for over 23 concurrent live shows around the world with over 300 performers and equipment. This life changing experience exposed me to several responsible roles. It enhanced my public speaking and presentation skills along with focusing strength on project time frames and deadlines.

1984-85: (June-May) Engineering Computer Services, Computer Operator, responsible for operations of Cyber 170/370 main frame computer system including nightly backups, system shut down, lock up facility.

Additional:
College of Healthcare Information Management Executives (CHIME)
The Advisory Board Company's Academy Fellowship Executive Leadership Program
Lean Six Sigma Champion – Deivin Corporation
Boy Scouts of America Scout Leader
Active Member in Arch Diocese of Miami
All American Junior College Springboard Diver
Member of US Masters Diving Team
Fragile-X Family Life Member