

Robert P. Astorino
County Executive

Office for Women

Camille Failla Murphy
Director

11096

April 30, 2010

To: Board of Acquisition and Contract

From: Camille Failla Murphy
Director, Office for Women

Re: Authority to enter into an agreement with My Sisters' Place, Inc. whereby My Sisters' Place, Inc. will provide a coordinator of training for a term of one year commencing January 1, 2010 and terminating December 31, 2010 in an amount not-to-exceed Forty-Two Thousand One Hundred Forty-Six Dollars (\$42,146) to be paid quarterly for services rendered pursuant to the workplan and budget appended to the Resolution as Schedules A and B.

New York Social Services Law section 459-c requires social services districts, such as the County of Westchester (the "County") to offer and provide non-residential services to victims of domestic violence, whether eligible or ineligible for public assistance. Non-residential services include, but are not limited to, the following services to victims of domestic violence:

- 1.) Information and Referral
- 2.) Advocacy
- 3.) Counseling
- 4.) Community education and outreach
- 5.) Hotline services

As a result of the need to update and expand education and outreach trainings for outside agencies as well as for its own staff, My Sisters' Place, Inc. ("My Sisters' Place") hired a Training Coordinator to be responsible for the research, development and provision of curricula for their presentations; for training of My Sisters' Place staff on the content of these curricula; for presentations in response to community requests; and for training of My Sisters' Place staff to make presentations in the community using the new curricula.

The attached Resolution, if approved by your Honorable Board, would authorize the County to enter into an agreement (the "Agreement") with My Sisters' Place whereby My Sisters' Place will provide such a Training Coordinator.

The proposed Agreement will have a term of one year commencing January 1, 2010 and terminating December 31, 2010 in an amount not-to-exceed Forty-Two Thousand One Hundred Forty-Six Dollars (\$42,146), of which the County's share will not exceed Sixteen Thousand Eight Hundred Fifty-Eight Dollars (\$16,858), the New York State share shall be Sixteen Thousand Four Hundred Thirty-Seven Dollars (\$16,437), and the Federal share shall be Eight Thousand Eight Hundred Fifty-One Dollars (\$8,851). This amount will be paid quarterly for services rendered pursuant to the workplan and budget appended to the Resolution as Schedules A and B.

The proposed Agreement will promote the public health, safety and general welfare by enhancing the quality of services provided for and responses to victims of domestic violence. A number of curricula developed by My Sisters' Place will be implemented in internal and external trainings and presentations, such as Dynamics of Domestic Violence; Effects of Domestic Violence on Children; Stalking 101; Women, the Media and Violence; Train-the-Trainer; Human Trafficking; Domestic Violence and Pet Abuse; Immigrant Victims of Domestic Violence; Hotline Skills; and Domestic Violence in Same Sex Relationships. As a result, domestic violence service providers will be better equipped to assist victims with the struggles they face. This program not only increases the safety of victims, but also reduces duplication of services within the domestic violence community by educating service providers on the specific needs of victims, preventing them from having to go to numerous agencies for assistance. This ultimately saves time and taxpayer dollars. In 2009, 17 internal and 44 external trainings were held. My Sisters' Place expects to conduct 14 internal and 36 external trainings during the proposed contract term. In addition, one new curriculum will be developed on Domestic Violence Screening for Service Providers.

If this resolution is not approved, service providers may not gain the proper education and training required to properly respond to the specific needs of domestic violence victims. The consequences of this may include victims being forced to go to a number of other agencies seeking services, as well as an inability to properly safety plan, potentially endangering their lives.

In accordance with the attached workplan, the effectiveness of this training program will be determined by in-depth evaluation forms. These forms will evaluate the trainer(s) as well as the content covered and quality of the overall presentation. Outcome results will be measured by participants' knowledge about the dynamics of domestic violence and other forms of victimization; ability to relate the importance of domestic violence awareness to their professional or personal lives; and knowledge about domestic violence services available in Westchester County. For example in 2009, 682 evaluations showed that:

- 99% of trainees had increased knowledge about the dynamics of domestic violence and other forms of victimization
- 98% of trainees were able to relate the importance of domestic violence awareness to their professional or personal lives
- 92% of trainees had increased knowledge about domestic violence services available in Westchester County

Payments will be made to My Sisters' Place on a quarterly basis for services rendered, in accordance with the attached Schedules A and B. The Westchester County Office for Women will be responsible for monitoring My Sisters' Place's performance under this Agreement by means of site visits, as well as their monthly statistics and quarterly narratives.

Since the inception of the training coordinator position in 2006, My Sisters' Place has more than exceeded its goals. The in-depth trainings included collaborations with various groups such as police departments, Probation Department, mental health providers, faith-based groups, community organizations (YMCAs, libraries, etc.), employers, universities, housing authorities, and other service providers.

The proposed Agreement is exempt from the Westchester County Procurement Policy pursuant to §3(a)(ix), which exempts contracts with teachers, lecturers and other education professionals or experts.

I recommend approval of the attached proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-27-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with My Sisters' Place, Inc. whereby My Sisters' Place, Inc. will provide a coordinator of training to provide services in accordance with the workplan attached as Schedule A for a term of one year commencing January 1, 2010 and terminating December 31, 2010 in an amount not-to-exceed Forty-Two Thousand One Hundred Forty-Six Dollars (\$42,146), of which the County's share will not exceed Sixteen Thousand Eight Hundred Fifty-Eight Dollars (\$16,858), the New York State share shall be Sixteen Thousand Four Hundred Thirty-Seven Dollars (\$16,437), and the Federal share shall be Eight Thousand Eight Hundred Fifty-One Dollars (\$8,851); and be it further

RESOLVED, that payments shall be made to My Sisters' Place, Inc. on a quarterly basis, for services rendered pursuant to the workplan and budget appended to this Resolution as Schedules A and B; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be charged / credited:

FUND	DEPT.	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	11	111K	4380	T111	\$42,146

Budget Funding Year(s) 2010 Start Date 1/1/2010 End Date 12/31/2010

(Must Match Resolution)

FUNDING SOURCE	Tax Dollars	<u>\$16,858</u>
	State Aid	<u>\$16,437</u>
	Federal Aid	<u>\$8,851</u>
	Other	<u> </u>

\$42,146
(Must Match Resolution)

Westchester County Office for Women
2010 Schedule A for Training – Revised as of 4/1/2010

Understanding that victim's services alone will not end the devastating cycle of family violence, My Sisters' Place plans to continue its ongoing work towards raising awareness of intimate partner violence and other forms of victimization through professional and community training. These trainings will target staff at governmental and county agencies who come into contact with survivors of domestic violence on a regular basis.

Additionally, funding through the Office for Women has enabled My Sisters' Place to provide the 70+ staff of the agency with professional, up-to-date trainings on a variety of topics affecting their everyday work with victims and their families. The Deputy Director of Policy and Training, along with a Training Specialist, will be responsible for the provision of such trainings, for a total of **50** in 2010 (**14 internal and 36 external**).

In addition to MSP's existing training curricula, **one new curricula** will be developed in 2010 on DV Screening for Service Providers.

As part of our targeted outreach plan for 2010, the Deputy Director of Policy and Training and the Training Specialist will work to create collaborative training efforts on an ongoing basis with government agencies, police departments, probation, CPS, the courts, DSS, the District Attorney's Office and the Family Justice Center.

As a result of workshops and seminars conducted, the following outcomes are expected:

- 85% of attendees will increase their knowledge about the dynamics of domestic violence and other forms of victimization.
- 85% of attendees will be able to relate the importance of domestic violence awareness to their professional or personal life.
- 85% of attendees will increase their knowledge about domestic violence services available in Westchester County.

These outcomes will be measured through evaluation forms collected at the time of training.

Schedule B
My Sisters' Place, INC
Training
Budget 1/01/10 to 12/31/2010

Expenses	Amount	
Personal Services		
Deputy Director of Policy & Training .29 FTE	\$	17,397.00
Training Coordinator .30 FTE	\$	10,500.00
Sub Total	\$	27,897.00
Fringe Benefits @ 20%	\$	5,579.40
Total Personal Services	\$	33,476.40
OTPS		
Office Supplies/Program Supplies	\$	1,050.00
Telephone	\$	570.00
Conference & Meetings	\$	350.00
Rent - Utilities-Parking	\$	6,700.00
Total OTPS	\$	8,670.00
 Total Expenses	 \$	 42,146.40

APPROVED BOAH