

Robert P. Astorino
County Executive

Department of Social Services

Kevin Mahon
Commissioner

12175

DATE: June 10, 2010

TO: Board of Acquisition and Contract

FROM: Kevin P. Mahon, Commissioner
Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Employable and Unemployable Safety Net Families in Westchester County through a program called **YRAP** (Yonkers Reach Achieve and Prosper) for the period **July 1, 2010** through **June 30, 2011** for an amount not to exceed **\$710,000** to be paid pursuant to an approved program budget and subject to appropriation.

Authority is requested for the County of Westchester, acting by and through its Department of Social Services (the “Department”), to enter into an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Employable and Non Employable Safety Net Families in Westchester through a program called **YRAP** for the period **July 1, 2010** through **June 30, 2011** for an amount not-to-exceed **\$710,000** to be paid pursuant to an approved program budget and subject to appropriation. **There has been no increase in the amount requested from that of last year. The Department was able to negotiate with the vendor to expand the scope of services as well as increase the performance targets at no additional cost.** The increase in support services will be: 1) conducting a full comprehensive assessment of each customer and 2) collecting attendance sheets from work activity providers in order to monitor the customers’ attendance and progress in their work activities on a weekly basis. In addition, Westhab is also responsible for referrals to Public Consulting Group (PCG) for clients seeking to obtain Supplemental Security Income (SSI) or Social Security Disability (SSD) Income. PCG is an agency that provides assistance in obtaining SSI or SSD for clients referred to them through an agreement with the County. The performance targets for the proposed agreement are 112 job placements and 100 job retentions. These targets were set based on the current economic environment where unemployment is high.

The services provided pursuant to the proposed agreement **serve a Public Purpose** by assisting the County to ensure the economic well being of the “hard-to-serve” Safety Net Families population in Westchester County. Many of these customers face multiple barriers to employment that prevent them from gaining employment and achieving self-sufficiency, including substance abuse, mental health

issues, health problems, domestic violence, low reading skills, poor math skills, language barriers, criminal records and lack of experience with workplace expectations.

These “hard-to-serve” families need ongoing assistance, such as basic needs, intensive job preparation services, social services and other interventions. Although they may exhibit a number of deficiencies and barriers to employment, most of these issues can be addressed through proper assessment, targeted services, industry-specific job readiness and employment services as well as intensive case management throughout the employment process. The above said skills can be learned with proper service integration and an incentive/reward system that provides positive feedback, proper goal settings and motivational support.

The Goals and Objectives of this program are to reduce reliance on Public Assistance for TANF families that have reached the federally established 60 month limit and have converted to SN MOE (Safety Net Maintenance of Effort) category. This program will end the dependence of “hard-to-serve” customers on temporary assistance by providing orientation, assessment, referrals, employment readiness, training, job search, job placement and retention services with an emphasis on building relationships with customers and helping them develop the confidence needed to succeed. This program will serve 1,000 customers for the contract year. The vendor will provide the following services:

- Assess skills, interests, education and employment history
- Provide intensive case management
- Provide individual job counseling
- Develop an Individual Employment Plan
- Place customers in employment
- Place customers in work activities such as structured job search/education/training/CWEP for their maximum hours required for participation
- Monitor customers’ attendance and progress in work activities
- Assist customers seeking SSI or SSD by referring them to Public Consulting Group to obtain those benefits

The Goals and Objectives are in the Best Interest of the County in terms of Fiscal Responsibility in that there is a significant economic cost for individuals in receipt of Public Assistance. Each Safety Net Family Assistance recipient receives \$15,684 per year. The continued use of these support services may lead to job placement and public assistance case closures that could significantly reduce Westchester County’s fiscal burden. The success of these support services can create gainful employment within Westchester County which can stimulate the economy. During the first 9 months of the program year, a total of 108 individuals found employment with the potential of achieving self sufficiency. If all 108 individuals remain employed, the anticipated cost avoidance for Westchester County can be as high as \$1,693,872.

The Negative Consequence of Not Entering into this Contract is that our customers would not receive the employment related trainings to equip them with the necessary tools to become employed and achieve self sufficiency. Additionally, without this program, Westchester County may not be able to meet the minimum participation standards and could face federal fiscal sanctions.

The Goals and Objectives will be tracked and monitored using the Performance Measurement Indicators adopted by the Department and approved by the County Budget Office. They include, but are not limited to, the submission of monthly statistics and quarterly reports as well as direct contact with the Department’s Program Office. During the period starting 7/1/09 through 3/31/10, the

Department is able to report that the vendor is on track to meeting the performance goals as indicated below:

- A total of 810 customers were served
- 108 Job Placements
- 78 Job Retentions

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xiv.

Accordingly, authority is requested to enter into an agreement with Westhab Inc., to operate the above said program.

An appropriate resolution is attached herewith for your Honorable Board's approval.

APPROVED BOARD OF ACQUISITION & CONTRACT - 6-24-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester be and is hereby authorized to enter into an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Employable and Non Employable Safety Net Families in Westchester through a program called **YRAP** (YONKERS REACH ACHIEVE & PROSPER) for the period from **July 1, 2010** through **June 30, 2011** for an amount not-to-exceed **\$710,000** to be paid pursuant to an approved program budget; and be it further

RESOLVED, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effect the purpose of this resolution.

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	263	22	708K	4380	T708	\$710,000

Budget Funding Year(s): 2010/2011
(must match resolution)

Start Date: **07/01/10**

End Date: **6/30/11**

Funding Source

Tax Dollars:

State Aid:

Federal Aid: 100%

Other:

\$710,000

(must match resolution)

APPROVED BOARD OF ACQUISITION & COMPASSIONATE CARE - 2010 - JOMARY VIEIRA, SECRETARY