

13424

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Diane G. Balistreri
Director, Office for Women

DATE: August 26, 2010

SUBJECT: Authority for the County of Westchester to amend an agreement with My Sisters' Place, Inc. to provide education and training and domestic violence expert assistance to hospitals and health care providers and facilities in Westchester County, by modifying the budget in order to reallocate funds due to staff turnover

On May 6, 2010, your Honorable Board approved a resolution authorizing the County of Westchester (the "County") to enter into an agreement with My Sisters' Place, Inc. ("My Sisters' Place), pursuant to which its "Operation Safety" program would provide education and training and domestic violence expert assistance to hospitals and health care providers and facilities in the County, for the period January 1, 2010 through December 31, 2010, for an amount not-to-exceed \$62,235, pursuant to an approved budget (the "Agreement"). The Agreement was subsequently executed.

Authority is now sought to amend the Agreement by modifying the budget in order to reallocate funds due to staff turnover. This will not change the not-to-exceed amount of \$62,235.

Except as specifically amended hereby, all other terms and conditions set forth in the Agreement shall remain the same.

The Agreement will serve a public purpose by promoting the public health, safety and general welfare by assisting victims of domestic violence in various healthcare settings throughout Westchester County to have their health care needs met.

The goals and objectives of the Agreement are for My Sisters' Place to provide approximately 85 domestic violence trainings and presentations to over 800 health care providers during the term of the Agreement, in order to improve their methods of assessing injuries, interviewing, documenting and responding to victims. In addition, outreach will be done throughout the year by means of meetings, calls, e-mails and literature distribution.

The goals and objectives of the Agreement are in the best interests of the County in terms of public health and safety because of the aforementioned anticipated results of assisting victims of domestic violence in various health care settings throughout Westchester County, to have their health care needs met.

The goals and objectives of the Agreement will be tracked and monitored by the Westchester County Office for Women, which 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. The effectiveness of this program will be determined by in-depth evaluation forms distributed to health care providers. Outcome results will be measured by participants' knowledge about the dynamics of domestic violence, their skill or comfort level in screening, assessing and/or responding to patients who may be victims of intimate partner violence, and their knowledge about domestic violence services available in Westchester County.

I most respectfully recommend approval of the attached Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 9-10-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with My Sisters' Place, Inc., pursuant to which My Sisters' Place, Inc. will provide educational training and domestic violence expert assistance to hospitals and health care providers and facilities in Westchester County, for the period January 1, 2010 through December 31, 2010, for an amount not-to-exceed \$62,235, pursuant to an approved budget (the "Agreement"), by modifying the budget in order to reallocate funds due to staff turnover; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the Agreement shall remain the same; 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	Funding Year
					\$0	2010

Budget Funding Year(s) 2010 **Start Date:** 1/1/2010 **End Date:** 12/31/2010
 (must match resolution)

Funding Source: Tax Dollars _____
 State Aid _____
 Federal Aid _____
 Other _____

Schedule B

**My Sisters' Place, Inc.
Operation Safety
Changes to Budget 1/01/10 to 12/31/2010**

Expenses	Original	Revised	Change
Personal Services			
Deputy Director of Programs .39 FTE	\$ 23,196.00	\$ -	\$ (23,196.00)
Director of Programs .033 FTE	\$ -	\$ 2,641.00	\$ 2,641.00
Deputy Director of Programs .32 FTE	\$ -	\$ 18,055.00	\$ 18,055.00
Training Coordinator .50 -->.54 FTE	\$ 17,500.00	\$ 20,000.00	\$ 2,500.00
Sub Total	\$ 40,696.00	\$ 40,696.00	\$ -
Fringe Benefits @ 20%	\$ 8,139.00	\$ 8,139.00	\$ -
Total Personal Services	\$ 48,835.00	\$ 48,835.00	\$ -
OTPS			
Office Supplies/Program Supplies	\$ 1,650.00	\$ 1,650.00	\$ -
Telephone	\$ 550.00	\$ 550.00	\$ -
Food	\$ 700.00	\$ 700.00	\$ -
Conference & Meetings	\$ 1,550.00	\$ 1,550.00	\$ -
Rent - Utilities-Parking	\$ 8,950.00	\$ 8,950.00	\$ -
Total OTPS	\$ 13,400.00	\$ 13,400.00	\$ -
Total Expenses	\$ 62,235.00	\$ 62,235.00	\$ -

Schedule B-1

**My Sisters' Place, Inc.
Operation Safety
Revised Budget 1/01/10 to 12/31/2010**

Expenses	Amount
Personal Services	
Director of Programs .033 FTE	\$ 2,641.00
Deputy Director of Programs .32 FTE	\$ 18,055.00
Training Coordinator .54 FTE	\$ 20,000.00
Sub Total	\$ 40,696.00
Fringe Benefits @ 20%	\$ 8,139.00
Total Personal Services	\$ 48,835.00
OTPS	
Office Supplies/Program Supplies	\$ 1,650.00
Telephone	\$ 550.00
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Conference & Meetings	\$ 1,550.00
Rent - Utilities-Parking	\$ 8,950.00
Total OTPS	\$ 13,400.00
Total Expenses	\$ 62,235.00

APPROVED BOARD OF ACQUISITION & CONTRACT - 9-10-2010 - JOMARY VIEIRA, SECRETARY