

13747

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Diane G. Balistreri
Coordinator, Office for Women

DATE: September 2, 2010

SUBJECT: Authority to amend an agreement with Empire Justice Center, pursuant to which Empire Justice Center will provide various legal services for immigrant men and women who present problems associated with immigration, housing, employment, education, health and other systems, by extending the authorized term of the agreement by three months, October 1, 2010 through December 31, 2010, and by increasing the not-to-exceed amount by \$25,000

On November 19, 2009, your Honorable Board approved a resolution authorizing the County of Westchester (the "County") to enter into an agreement with Empire Justice Center, pursuant to which Empire Justice Center will provide various legal services for immigrant men and women who present problems associated with immigration, housing, employment, education, health and other systems, for the period from October 1, 2009 through September 30, 2010, for an amount not-to-exceed \$100,000, pursuant to an approved budget (the "Agreement"). The Agreement has subsequently been executed.

The County now respectfully requests that your Honorable Board amend the Agreement to extend the authorized term by three months, from October 1, 2010 through December 31, 2010, and increase the total amount by \$25,000, from an amount not-to-exceed \$100,000 to an amount not-to-exceed \$125,000.

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

The Agreement, as amended, will serve a public purpose by promoting the public health, safety and general welfare by providing legal assistance to immigrant men and women. Immigrants seeking legal relief have extra burdens such as language and cultural barriers vis-à-vis using the courts and the legal system. Because of immigration issues, they may be fearful of the legal system. Legal assistance can keep these individuals from having to remain dependent on social service systems and help them mainstream into the American culture.

The goals and objectives this Agreement, as amended, are for Empire Justice Center to provide approximately 312 individuals (originally 250) with advice and counsel as well as initiate 87 new cases (originally 70) during the term of the Agreement. In addition, they will provide seven educational community events (originally six events). The primary focus of the legal assistance to be provided will be on assisting immigrants with immigration proceedings, especially as they relate to securing work authorizations which will help provide financial stability to these immigrants and their families, and in ensuring that they are paid the corresponding wage for the work they perform.

The goals and objectives of the Agreement, as amended, are in the best interests of the County in terms of public health and safety because of the aforementioned anticipated results of keeping immigrant men and women from having to remain dependent on social service systems and help them mainstream into the American culture.

The goals and objectives of the Agreement, as amended, will be tracked and monitored by the Westchester County Office for Women, which will be responsible for monitoring Empire Justice Center'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 the outcomes of closed cases. Outcome areas include matters dealing with consumer/finance; education; employment; family; health; housing; income maintenance; individual rights and miscellaneous benefits.

I most respectfully recommend approval of the attached Resolution.

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with Empire Justice Center, pursuant to which Empire Justice Center will provide various legal services for immigrant men and women who present problems associated with immigration, housing, employment, education, health and other systems, for the period October 1, 2009 through September 30, 2010, for an amount not-to-exceed \$100,000, pursuant to an approved budget (the "Agreement"), by extending the authorized term of the Agreement by three months, from October 1, 2010 through December 31, 2010, and by increasing the total amount by \$25,000, from an amount not-to-exceed \$100,000 to an amount not-to-exceed \$125,000 in accordance with the amended Schedules A-1 and B-1 annexed hereto and made a part hereof; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of 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.

Original Agreement	\$100,000
This Agreement	<u>\$ 25,000</u>
Total	\$125,000

Account to be charged/credited:

Fund	Dept.	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
101	41	0900	4380	N/A	\$25,000	2010

Budget Funding Year(s) 2010 **Start Date:** 10/1/2010 **End Date:** 12/31/2010
 (must match resolution)

\$25,000
 (must match resolution)

Funding Source: Tax Dollars \$25,000
 State Aid _____
 Federal Aid _____
 Other _____

Schedule A-1

Empire Justice Center

Representation

We will provide representation, primarily, in a comprehensive range of immigration law matters; and we will also represent immigrants in housing, labor, and health matters, and in other systems.

Provision of services

Services will be provided in our White Plains and Mt. Vernon offices, and in the field as required. Services will be provided chiefly by Spanish-speaking attorney Daniel Villena. The attorney is a full time attorney with 100% of his time committed to the project. Forty percent of Robert Cisneros' time (staff attorney) will be dedicated to the initiative, primarily in a supervisory role. Pace law students will also be utilized.

Goals and Outcomes

We will provide advice and counsel 312 times. We will provide representation to 62 persons in up to 87 legal matters. We will conduct seven community education events.

Our progress toward service goals will be recorded on the agreed upon "Empire Justice Stats" Microsoft Excel spreadsheet and will be submitted monthly.

Schedule B-1

Westchester County Office for Women

2009-2010 Budget: October 1, 2009 - December 31, 2010

A. Personal Services	Empire Justice
1. Salaries/Wages (2 attorneys - one at Step 16, one at Step 3)	\$ 80,651
2. Fringe	\$ 20,162
Total Personal Services	\$ 100,813
B. Other Than Personal Services	
3. Space/Tel/Internet	\$ 2,535
4. Supplies/Postage	\$ 4,003
5. Travel/Parking	\$ 300
6. Contract Services: Insurance/ Lexis / Payroll / Audit / etc.	\$ 2,502
7. Other: Library / Litigation / Training/Conf Fees / Dues / etc.	\$ 3,433
8. Administration	\$ 11,414
TOTAL OTPS	\$ 24,187
C. TOTAL PROJECT COSTS	\$ 125,000