

**Robert P. Astorino**  
County Executive

Department of Social Services  
Grant E. Mitchell, M.D. - Acting Commissioner

**14758**

**DATE:** October 16, 2010

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Grant E. Mitchell, M.D., Acting Commissioner  
Department of Social Services

**RE:** Authority to amend a resolution approved by your Honorable Board on September 23, 2010 which authorized the County to enter into agreements with the 4 agencies listed below to provide an occupational skills training, employment, and job placement program for fifty (50) eligible TANF recipients under a grant from the New York State Office of Temporary Disability Assistance (“OTDA”) for a total aggregate amount not-to-exceed \$261,200 for the period July 1, 2010 through December 31, 2010, in order to add one additional agency, Hire Choice Staffing, Inc., to the list of agencies already approved, and to increase the total aggregate amount not to exceed by \$50,000 in order to provide services for an additional ten (10) recipients from fifty (50) recipients to be served to a new aggregate total of sixty (60) eligible TANF recipients to be served, and for a new total aggregate amount not to exceed \$311,200, to be paid pursuant to approved budgets in the individual amounts set forth for each agency

By Resolution approved on September 23, 2010 (the “September 23<sup>rd</sup> Resolution”), your Honorable Board authorized the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”), on behalf of the Westchester-Putnam Local Workforce Investment Board (“WPWIB”), to enter into a total of four (4) agreements (collectively, the “Agreements”) with the four (4) agencies listed below, pursuant to which each of the four (4) agencies would provide an occupational skills training, employment, and job placement program for fifty (50) eligible TANF recipients, for the period July 1, 2010 through December 31, 2010, for a total aggregate amount not-to-exceed \$261,200. The Agreements have not yet been executed.

Authority is now requested to amend the September 23<sup>rd</sup> Resolution, in order to add one more agency, to the list

Agency Name	Position	TANF recipients to be served	Funding per TANF recipient	Funding Amount
Concorde Temporary Staffing Inc.	Customer Services Call Center Representatives	10	\$5,460	\$54,600
Westchester Institute of Computer Technology, Inc.	Security guards	10	\$5,540	\$55,400
Westchester School for Dental Assistants, LLC	Dental Assistants	10	\$5,040	\$50,400
Westchester Community Opportunity Program, Inc.	Office Assistants	20	\$5,040	\$100,800
Total		50		\$261,200

of agencies already approved by your Honorable Board, and to increase the total aggregate amount not to exceed by an additional \$50,000, to a new total aggregate amount not to exceed \$311,200, in order to provide services for an additional ten (10) recipients from fifty (50) recipients to be served to a new aggregate total of sixty (60) eligible TANF recipients to be served.

Agency Name	Position	TANF recipients to be served	Funding per TANF recipient	Funding Amount
Hire Choice Staffing, Inc.	Electrician Helpers	10	\$5000	\$50,000

The funds to be used for these five (5) agreements come from a grant agreement between the New York State Office of Temporary Disability Assistance (“OTDA”) and the County, acting through the Department, pursuant to which OTDA awarded the Department \$968,622 to operate the Transitional Jobs and the Green Wage Subsidy Programs.

The **proposed agreements will serve a public purpose** by providing occupational skills training, and subsidized job placements for TANF-eligible customers of the Westchester County Department of Social Services. These programs will help them gain work experience and reduce their reliance on public assistance.

The **goals and objectives** of the proposed agreements are to provide occupational skills training, and subsidized job placements for up to sixty (60) eligible TANF recipients who lack adequate job skills and/or work history.

The **goals and objectives of the proposed agreements are in the best interests of the County in terms of fiscal responsibility** because the proposed agreements will all be funded by the aforementioned grant from OTDA, which will allow all of the aforementioned education, training, and subsidized employment to take place at no cost to the County or the WPWIB. Accordingly, the possible reduced need for public assistance and increases in tax contributions by those employed will all be of direct benefit to the County and the entire WPWIB area.

The **goals and objectives of the proposed agreements will be tracked and monitored** using monthly reports and site visits.

Except as specifically amended hereby, all remaining terms and conditions of the September 23<sup>rd</sup> Resolution shall remain in full force and effect. The amendment is to the resolution because the contracts have not been executed.

Accordingly, I most respectfully recommend approval of the attached resolution.

APPROVAL BOARD ON ACQUISITION & CONSTRUCTION - 12-2010 - SOMAN YUJRA, SECRETARY

**RESOLUTION**

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

**RESOLVED**, that the resolution approved by your Honorable Board on September 23, 2010 (the "September 23<sup>rd</sup> Resolution"), which authorized the County, acting by and through its Department of Social Services (the "Department"), on behalf of the Westchester-Putnam Local Workforce Investment Board, to enter into agreements with 4 agencies to provide an occupational skills training, employment, and job placement program for fifty (50) eligible TANF recipients, under a grant from the New York State Office of Temporary Disability Assistance ("OTDA") for a total aggregate amount not-to-exceed \$261,200 for the period July 1, 2010 through December 31, 2010, is hereby amended by adding one more agency, Hire Choice Staffing, Inc., to the list of agencies already approved, and to increase the total aggregate amount not to exceed by an additional \$50,000, to a new total aggregate amount not to exceed \$311,200, in order to compensate Hire Choice Staffing, Inc. for services to be rendered, to be paid pursuant to an approved budget; and be it further.

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions of the September 23<sup>rd</sup> Resolution shall remain in full force and effect; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take all actions necessary to effectuate the purpose hereof.

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Original resolution:	\$261,200
Amendment to resolution	50,000
Total	\$311,200

Account to be Charged/credited	Fund	Dept.	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
	275	22	983J	7340	T983	\$50,000

Budget Funding Year(s) 2009 (Grant Year) Start Date: July 1, 2010 End Date: December 31, 2010  
 (Must match resolution)

Funding Source	Tax Dollars	_____
	State Aid	_____
\$50,000	Federal Aid	<u>100%</u>
(must match resolution)	Other	_____