

Robert P. Astorino
County Executive

Department of Social Services

Grant E. Mitchell, MD
Acting Commissioner

15073

Date: November 4, 2010

To: The Board of Acquisition and Contract

From: Grant E. Mitchell, MD
Acting Commissioner
Department of Social Services

Re: Authority for the County of Westchester to enter into an agreement with Dr. Anne H. Meltzer, a licensed consultant, for the provision of comprehensive psychosocial evaluations of children and adolescents alleged to be victims of sexual abuse, for the period January 1, 2011 through December 31, 2011 in an amount not to exceed \$44,073 to be paid at an hourly rate of \$180 pursuant to an approved budget and subject to appropriation

Authority is hereby requested for the County of Westchester, acting by and through its Department of Social Services, to enter into an agreement with Dr. Anne H. Meltzer, a licensed sexual abuse validator, trained to administer comprehensive psychosocial evaluations to children and adolescents alleged to be victims of sexual abuse, for the period January 1, 2011 through December 31, 2011, in an amount not to exceed \$44,073 to be paid at an hourly rate of \$180 pursuant to an approved budget and subject to appropriation. The contract amount requested is 6% less than that of 2010.

This Agreement will serve a **public purpose** by providing a State mandated service. Dr. Meltzer provides professional expertise in the area of comprehensive psychosocial evaluations of children and adolescents alleged to be victims of sexual abuse, thereby enabling the Department to provide appropriate referrals and services as recommended.

The **goals and objectives** of this contract are to provide timely, professional, expert assessments and evaluations of children alleged to have been sexually abused. Dr. Meltzer completes psycho/social assessments for victims of child sexual abuse. She conducts interviews with the child and other persons significant to the allegations, such as the parents, caretakers, and other relevant persons such as Child Protective Services Caseworkers, Supervisors, County Attorneys and Law Guardians. The interview with the child is face-to-face, while the other contacts may



include telephone interviews. Interviews may be videotaped at the request of CPS or when ordered by the court. An oral report is provided to CPS upon completion of the evaluation. A written report delineating the findings is also provided to CPS. As Dr. Meltzer specializes in the dynamics surrounding child sexual abuse, she can provide direction for CPS staff when there is no physical evidence or witness to corroborate the allegations. These assessments are extremely useful when the victim is young, and/or has limited language, and when the CPS interview alone is unproductive. The assessment and testimony are used to support CPS determinations and to obtain a finding in Court.

The **goals and objectives are in the best interest of the County in terms of public safety and public health** because these evaluations assist the Department to obtain mental health evidence used to validate whether or not sexual abuse occurred with young children. This service is closely monitored by the Child Protective Services Program Office, which reviews and approves all requests for this service. High risk cases that need this type of expert consultation are pre-approved and monitored for results. The Department receives expert quality services at a competitive price for this geographic area.

The **goals and objectives are in the best interest of the County in terms of fiscal responsibility** in that the services provided by the Consultant assist the Department in determining the appropriate level of services needed by the clients, thereby helping to avert placements and the costs associated with placements.

The **goals and objectives as stated in the resolution will be tracked and monitored** to evaluate success through the monitoring of established performance measures as stipulated in the contract as well as reviewing periodic reports submitted by the vendor.

Based on the **Performance Measurement Indicators** reported as of August 31, 2010, the Department is able to report that Dr. Meltzer has met the established measurements indicators set forth in the Scope of Work. Dr. Meltzer has accepted and evaluated 100% of all referrals received.

This contract is exempt from the procurement policy pursuant to section 3(a)(vii) of said policy

We respectfully request approval of the attached Resolution.

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Dr. Anne H. Meltzer, a licensed sexual abuse validator, trained to administer comprehensive psychosocial evaluations to children and adolescents alleged to be victims of sexual abuse, for the period from January 1, 2011 through December 31, 2011, in an amount not to exceed \$44,073 to be paid at an hourly rate of \$180 pursuant to an approved budget; 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 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 the agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub-Object	Trust Account	Dollars
2011 101	22	8900	5960	-----	\$44,073

Budget Funding Year(s): 2011 Start Date: 01/01/2011 End Date: 12/31/2011
 (must match resolution)

Funding Source Tax Dollars: 41%
 State Aid: 36%
\$44,073 Federal Aid: 23%
 (must match resolution) Other: