



Robert P. Astorino
County Executive

Department of Social Services

Grant E. Mitchell, M.D.
Acting Commissioner

15251

DATE: October 14, 2010

TO: Board of Acquisition and Contract

FROM: Grant E. Mitchell, M.D.
Acting Commissioner

SUBJECT: Authority for the County of Westchester to enter into a contract with Community Housing Innovations, Inc. (CHI, Inc.) to operate up to Thirty (30) units of transitional housing for homeless families and provide case management and supportive services during the period January 1, 2011 through December 31, 2011 for an amount not to exceed \$944,825 to be paid on a monthly basis pursuant to an approved budget and subject to appropriation

The County of Westchester proposes to enter into a contract with Community Housing Innovations, Inc. (CHI, Inc.) to operate up to Thirty (30) units of transitional housing for homeless families and provide case management and supportive services during the period January 1, 2011 through December 31, 2011, for an amount not to exceed \$944,825 to be paid on a monthly basis pursuant to an approved budget and subject to appropriation. There has been a 10% reduction in the amount requested for 2011 from that of last year. The maximum capacity was reduced by three units, from 33 units to 30 units. It is anticipated that this number of units can appropriately support shelter demand fluctuations.

Families served in the apartments are provided supportive services including casework services, case management, life skills and budget management training, assistance in seeking permanent housing and counseling to pursue self-sufficiency and independence from public assistance.

The **public purpose** of the program is to assist families residing in emergency housing in a successful transition from welfare to self-sufficiency and promote their economic independence by providing supportive services and other tools designed to assist this transition process.

The **goals and objectives** of the program are as follows:

- to obtain and manage temporary scattered site apartments for families currently living in a shelter
- to provide case management services to address the barriers to obtaining and maintaining permanent housing
- to provide information and referrals to address the individual and family's barriers
- to coordinate with community agencies to find jobs and permanent housing for customers

The goals and objectives of this program are in **the best interests of the County in terms of public health and public safety** as they are aimed at ensuring and enhancing the health and safety of the targeted population.

- The County enhances public safety by providing vulnerable families with transitional housing
- Housing women and children will reduce the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter
- Eligible homeless families will receive direct supportive services: employment and training, case management sessions, life skills counseling, in addition to linkages to programs to address their housing needs
- These services are aimed at improving the quality of life of the homeless population in the County

These goals and objectives of this program are in the County's **best interests in terms of fiscal responsibility** as the supportive services provided under this program through the case management model will help families transition off welfare and thereby lower public assistance costs. As families obtain housing subsidies to secure permanent housing in conjunction with employment, their dependency on public assistance funding will be significantly reduced.

The **goals and objectives will be tracked and monitored** using the performance measurement indicators developed by the Department and approved by the County Budget Office. The contractor is required to submit to the Department quarterly statistical reports on all activities related to the program.

The **Department is able to report that the vendor's Performance Measurement Indicators** as of 9/30/10 reflect that the CHI housing program met its goals of housing eligible customers referred by the Department. The facility accepted 100% of appropriate referrals during the 2010 contract period. We are able to report that as of 9/30/10, the program has secured nine (9) customers in permanent housing.

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

Accordingly, the County of Westchester is seeking authority from your Honorable Board to enter into an agreement with Community Housing Innovations, Inc. (CHI, Inc.) for the aforesaid purpose.

A resolution requesting the same is attached for your Honorable Board's approval.

R E S O L U T I O N

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 Community Housing Innovations, Inc. (CHI, Inc.) to operate up to Thirty (30) units of transitional housing for homeless families and provide case management and supportive services during the period January 1, 2011 through December 31, 2011, for an amount not to exceed \$944,825 to be paid on a monthly basis pursuant to an approved budget; and be it further

RESOLVED, that this contract is subject to County Appropriation; 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 to 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 this agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby empowered to execute all documents and take all actions 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	5850	_____	\$944,825

Budget Funding Year(s): 2011 Start Date: 1/1/11 End Date: 12/31/11
 (must match resolution)

Funding Source	Tax Dollars	<u>25%</u>
	State Aid	<u>25%</u>
<u>\$944,825</u>	Federal Aid	<u>50%</u>
(must match resolution)	Other _____	

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/09/2010 - JOMARY VIEIRA, SECRETARY