

**16345**

**DATE:** December 21, 2010

**TO:** Board of Acquisition and Contract

**FROM:** Cheryl Archbald, MD MPH  
Acting Commissioner of Health

**RE:** Authorization to enter into Contracts with the following Facilitated Enrollment Agencies and Consultants: Child Care Council of Westchester, Inc., United Community Center of Westchester, Hipolita Cabrera and Berta Pineyro, pursuant to approved budgets, for the term 1/01/11 through 12/31/11, for a total aggregate not-to-exceed amount of \$201,236, to be paid to each in accordance with approved budgets

The Westchester County Department of Health ("WCDH") seeks authorization to enter into contracts with the following Facilitated Enrollment agencies and consultants: Child Care Council of Westchester, Inc., United Community Center of Westchester, Hipolita Cabrera and Berta Pineyro, pursuant to approved budgets, for the term from 1/01/11 through 12/31/11, for a total aggregate not-to-exceed amount of \$201,236, to be paid to each in accordance with approved budgets.

These contracts are funded through the WCDH's Facilitated Enrollment grant, a component of New York's Health Care Reform Act of 2000. The Facilitated Enrollment grant is designed to increase the number of insured individuals who are able to receive preventive health care and ensure that all eligible children and adults are enrolled in a health insurance program. These contracts will promote the public health and general welfare of County residents by providing enrollment services for the Child Health Plus, Family Health Plus and Medicaid programs. The New York State Department of Health has approved the above agencies and consultants to provide these services.

The goal is to facilitate access to health care insurance through subcontracting with culturally sensitive and linguistically trained community based agencies and individual consultants that can assist with enrollment services into the Child Health Plus, Family Health Plus and Medicaid programs within the community. The use of individual consultants in addition to agencies provides a more robust outreach and enrollment strategy. The individual consultants enable us to target hard to reach populations while the agencies provide direct access to a pool of eligible children and adults who are served by the agency, as well as through linkages with a much broader network of other service agencies, to reach the uninsured.

The WCDH monitors enrollers' performance on a monthly basis through the number of submitted health insurance applications and their level of accuracy. Approximately 2,250 insurance applications are expected to be completed in 2011. Failure to comply with the standard may result in the initiation of a corrective action plan or termination of contract.

These contracts are exempt under Section 3 (a) viii of the Westchester County Procurement Policy, as medical and health related services.

Approval of the attached resolution is respectfully requested.

## RESOLUTION

UPON A COMMUNICATION FROM THE ACTING COMMISSIONER OF HEALTH, BE IT HEREBY

**RESOLVED**, that the County of Westchester, acting by and through its Department of Health ("WCDH") is authorized to enter into contracts with the following Facilitated Enrollment agencies and consultants: Child Care Council of Westchester, Inc., United Community Center of Westchester, Hipolita Cabrera and Berta Pineyro, pursuant to approved budgets, for the term from 1/01/11 through 12/31/11, for a total aggregate not-to-exceed amount of \$201,236; and, be it further

**RESOLVED**, that the total aggregate not-to-exceed amount of \$201,236 is to be distributed among the following two (2) agencies and two (2) consultants in the manner set forth below and to be paid to each according to approved budgets:

<u>Agency</u>	<u>Amount Not-to-Exceed</u>
Child Care Council of Westchester, Inc.	\$ 62,424
United Community Center of Westchester	\$ 48,450
Hipolita Cabrera (Consultant)	\$ 42,840
Berta Pineyro (Consultant)	<u>\$ 47,522</u>
<b>Total</b>	<b>\$ 201,236;</b>

and, be it further

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute all appropriate contracts or documents necessary to effectuate the purposes of this Resolution in the manner prescribed by law.

Department of Health  
 County of Westchester  
 145 Huguenot Street, 8<sup>th</sup> Floor  
 New Rochelle, New York 10801  
 December 21, 2010

Agreement #

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub-Object	Trust Account	Dollars
	263	27	364L	4380	T364	\$201,236
Budget Funding Year(s) (must match resolution) <u>2011</u> Start Date <u>1/01/11</u> End Date <u>12/31/11</u>						
Funding Source	Tax Dollars		_____			
	State Aid		_____			
<b>\$201,236</b>	Federal Aid		<u>50 % Federal funds pass thru NYSDOH</u>			
(must match resolution)	Other		<u>50 % State funds from NYSDOH</u>			