



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

17708

DATE: March 9, 2011
TO: Board of Acquisition & Contract
FROM: Kevin M. McGuire, Commissioner
Department of Social Services
RE: Authority To:

- a) Enter into an agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance, to accept a grant in the amount of \$72,596 to support subsidized employment opportunities under the Health Care Jobs 2 Program for the period January 1, 2011 to September 30, 2011
- b) Enter into an agreement with Westhab, Inc. to provide job readiness training and placement services in subsidized jobs under the Health Care Jobs 2 Program for the period January 1, 2011 through September 30, 2011 for an amount not to exceed \$72,596 made available through the above said grant agreement

The County of Westchester, acting by and through the Department of Social Services (the "Department"), seeks authority from your Honorable Board to enter into an Agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance (OTDA"), to accept a grant in the amount of \$72,596 to support subsidized employment opportunities under the Health Care Jobs 2 Program (the "Program") for the program period January 1, 2011 through September 30, 2011.

Authority is also sought to enter into an agreement with Westhab, Inc. ("Westhab") to provide job readiness training and placement services in subsidized jobs under the Program for the period January 1, 2011 through September 30, 2011 for an amount not to exceed \$72,596 made available through the aforesaid grant agreement. The late submission of the resolution was due to the delay in the award notification from New York State.

The Health Care Program is designed to place customers lacking adequate job skills or work history into subsidized employment for 4 weeks. Participants will also receive on-the-job training during the subsidized period through the respective employer. If unsubsidized employment is not achieved, then Westhab's Job Coach/Job Developer will continue to work with participants to help them find paid employment opportunities in health care industry as a focus. In addition, the Job Coach/Job Developer will provide such participants with a higher level of job readiness activities intended to better prepare them for full time unsubsidized employment.

The agreements will serve a **public purpose** in that they will create subsidized employment for TANF eligible individuals with the ultimate goal of finding permanent unsubsidized employment. As customers receive increased job training and overcome barriers to employment, they gain self-sufficiency as well as gain necessary skills required to retain long-term employment, thereby promoting the general health, safety and welfare of Westchester County residents.

The goals and objectives of this program are to decrease the dependence of "hard-to-serve" TANF eligible customers on Temporary Assistance by providing effective job placements for these individuals. By placing customers who are lacking adequate work history or who may have other barriers to employment in subsidized employment, the customer will develop positive work skills, employment readiness training, job search, job placement and retention with an emphasis on building relationships with customers and helping them develop the confidence needed to succeed.

The goals and objectives are in the best interest of the County regarding fiscal responsibility in that there is a significant economic cost for individuals in receipt of Temporary Assistance. For example, in 2010, it cost the County approximately \$9,840 per year for each TANF customer in the Family Assistance category. The use of this wage subsidy program may lead to job placement and significantly reduce the dollar amount of Westchester County's fiscal responsibilities. The financial impact of this program may be measured in terms of income earned through employment as a result of the services received under this contract.

The performance measurement indicators will be tracked through the submission of monthly statistics and quarterly reports, as well as through direct contact with the Department's Program Office. The performance data for the 2009/2010 contract year is listed below:

Out of the 115 customers referred:

- 96 customers received budgeting/financial literacy training.
- All received job readiness training to refine skills and improve employability
- 45 were placed in subsidized employment opportunities with participating employers and 19 customers directly placed in non-wage subsidy positions.
- A total of 64 customers were placed with salaries averaging at \$8.62/hr for wage subsidy placements and \$10.33/hr for non-wage subsidy placements.
- 64 received post employment support/retention services

The agreement with OTDA is exempt from the Westchester County Procurement Policy (the "Procurement Policy") pursuant to Section 3(a) (iii) thereof. The agreement with Westhab is exempt from the Procurement Policy pursuant to Section 3(a) (xiv) thereof as the program will serve TANF population.

Accordingly, the County of Westchester is hereby requesting authority to enter into agreements with the New York State Office of Temporary and Disability Assistance and Westhab, Inc. for aforesaid purpose.

An appropriate resolution is attached herewith for your Honorable Board's approval.

APPROVED BOARD OF ACQUISITION & CONTRACT - 3-31-2011 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the 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 the State of New York, acting by and through its Office of Temporary and Disability Assistance, to accept a grant in the amount of \$72,596 to support subsidized employment opportunities under the Health Care Jobs 2 Program for the program period January 1, 2011 to September 30, 2011; and be it further

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Westhab, Inc. ("Westhab") to provide job readiness training and placement services in subsidized jobs under the Health Care Jobs 2 Program for an amount not to exceed \$72,596 made available through the above said grant agreement for the same period; and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT - 3-31-2011 - HONORARY CLERK, SECRETARY

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	973K	4380	T973	\$72,596
263	22	973K	9853	T973	\$48,204
263	22	973K	9854	T973	\$24,392

Budget Funding Year(s) 2010 (Grant Year) Start Date: 01/01/11 End Date: 09/30/11
(must match resolution)

Funding Source

Tax Dollars: _____

State Aid: \$ 24,392 (33.6%)

Federal Aid: \$48,204 (66.4%)

Other : _____

\$72,596 (Revenue)

\$72,596 (Expense)

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACTS 3-3-2011 - JOMERY VIEIRA, SECRETARY