

**Ken Jenkins**

Chairman of the Board  
Legislator, 16th District



#25401

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

**FROM:** Hon. Kenneth W. Jenkins, Chairman  
Westchester County Board of Legislators

Diane Balistreri  
Coordinator, Office for Women

**DATE:** March 7, 2012

**SUBJECT:** Authority to enter into an agreement with My Sisters' Place, Inc. to provide case management services and on-site temporary child care through its Tot Drop program for an amount not-to-exceed \$60,600 for the period January 1, 2012 to December 31, 2012

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The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement (the "Agreement") with My Sisters' Place, Inc. ("My Sisters' Place") to provide:

- case management services for counseling programs serving victims of domestic violence, community training for service providers and healthcare workers, and outreach programs; and
- on-site temporary child care through its Tot Drop program for children whose mothers/caretakers are accessing non-residential domestic violence services (such as counseling, advocacy, legal services, and group support) in the agency's White Plains and Yonkers offices.

The proposed Agreement will be for an amount not-to-exceed Sixty Thousand Six Hundred Dollars (\$60,600), to be paid quarterly pursuant to an approved budget, for the period from January 1, 2012 to December 31, 2012.

The proposed Agreement will serve a public purpose by supporting state-mandated non-residential domestic violence services for abused women. Non-residential domestic violence services enable abused women to become safe and independent and to avoid returning to their abusers or becoming dependent on public assistance. In addition, women abused by a partner often spend their time having to watch and/or care for their children while obtaining these services. Children not having to be in their mothers' counseling sessions and thereby reliving trauma and being privy to information they should not need to be exposed to positively impacts the children's mental health.

The goals and objectives of the proposed Agreement are for My Sisters' Place to provide:

- case management services for residential and non-residential domestic violence programs, and overall management of program statistics and evaluation, contract development and reporting, program development and ensuring compliance with performance measures; and
- child care for approximately 25 children per month.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Westchester County Office for Women, which will be responsible for monitoring My Sisters' Place's performance by means of site visits, as well as their monthly statistics and quarterly narratives. The effectiveness of case management services will be determined in a variety of ways. Exit interviews will measure residents' increased knowledge of how to stay safe; and client surveys will measure satisfaction of non-residential counseling services. The effectiveness of the Tot Drop program will be determined by voluntary surveys distributed to parents. Outcome results will be measured by the parents' satisfaction with the quality of care served; the positive/negative impact the childcare availability had on their lives as it enabled them to receive confidential services; and the satisfaction that their child/children had the opportunity to be in a safe, enriched environment.

The procurement for case management services is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(viii), which exempts contracts with "agencies engaging healthcare workers."

The procurement for child care services is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xviii), which exempts contracts for the "advancement of the moral, physical, mental and social well being of the youth of Westchester County."

Please be advised that Section 459-c of the New York Social Services Law directs social services districts, such as the County, to offer and provide non-residential services to victims of domestic violence, whether eligible or ineligible for public assistance. Non-residential services programs must have the ability to provide the following services:

- 1.) Information and Referral services
- 2.) Advocacy
- 3.) Counseling
- 4.) Community education and outreach activities
- 5.) Hotline services

Accordingly, I recommend approval of the attached proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/05/2012 - JOMARY VIEIRA, SECRETARY

# RESOLUTION

Upon a communication from the Chairman of the Westchester County Board of Legislators and the Coordinator of the Office for Women be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement (the "Agreement") with My Sisters' Place, Inc., for the period January 1, 2012 to December 31, 2012, for provision of the following services:

- case management services for counseling programs serving victims of domestic violence, community training for service providers and healthcare workers, and outreach programs, and
- on-site temporary child care through its Tot Drop program for children whose mothers/ caretakers are accessing non-residential domestic violence services; and be it further

**RESOLVED**, that in consideration for services to be rendered, My Sisters' Place, Inc. shall be paid an amount not-to-exceed Sixty Thousand Six Hundred Dollars (\$60,600), to be paid quarterly 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 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 duly authorized designee be and hereby is authorized and empowered to execute any and all documents and take any actions necessary to effectuate the purposes hereof.

40,000 Case Management  
20,600 Tot Drop  
**60,600 Total**

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
101	52	5100	52K009	N/A	\$40,000	2012
101	52	5100	52L005		\$20,600	2012

**Budget**

**Year(s)** 2012      **Start Date:** 1/1/2012      **End Date:** 12/31/2012

(must match resolution)

**Funding**

**Funding Source:** Tax Dollars \$60,600

\$60,600

State Aid \_\_\_\_\_

(must match resolution)

Federal Aid \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/05/2012 - JOMARY VIEIRA, SECRETARY