

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M McGuire  
Commissioner

25959

**DATE:** March 30, 2012

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

**FROM:** Kevin M. McGuire                      Marguerite Beirne  
Commissioner                                      Chief Information Officer  
Department of Social Services      Department of Information Technology

**RE:** Authority to amend a Memorandum of Agreement with the State of New York, acting by and through its Office of Children and Family Services ("OCFS"), pursuant to which OCFS provided the Department of Social Services with laptop/desktop equipment and related services valued at \$63,706.80 to support caseworkers in documenting face-to-face contacts with children placed in foster care in order to receive additional laptops and related services valued at \$4,247.12

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OCFS was awarded a grant in the amount of \$2,588,465 under the "Child and Family Services Improvement Act of 2006 (P.L. 109-288), Promoting Safe and Stable Families Program," for services and expenses to support and enhance monthly caseworker visits to children who are in foster care. The Department was selected by OCFS to participate in this program. OCFS purchased the laptop/desktop equipment and services using a portion of the grant award and made them available to the Department.

Accordingly, through Resolution approved on December 30, 2009, your Honorable Board authorized the County of Westchester, acting by and through the Department of Social Services (the "Department"), to enter into a Memorandum of Agreement ("MOA") with the State of New York, acting by and through its Office of Children and Family Services ("OCFS"), pursuant to which OCFS provided the Department with laptop/desktop equipment as well as installation and maintenance services valued at \$63,706.80 to support caseworkers in documenting face-to-face contacts with children placed in foster care. The MOA was subsequently executed.

To continue with the aforesaid initiative, the State of New York, acting by and through its Office of Children and Family Services ("OCFS"), would like to provide additional laptops and related services to Westchester County Department of Social Services valued at \$4,247.12 by amending the aforesaid MOA.

Accordingly, authority is now requested for the County of Westchester, acting by and through the Department of Social Services (the "Department"), to amend the Memorandum of Agreement ("MOA") with the State of New York, acting by and through its Office of Children and Family Services ("OCFS"), pursuant to which OCFS will provide the Department additional laptop equipment and related services valued at \$4,247.12 increasing the total value of laptop equipment and related services provided hereunder from \$63,706.80 to \$67,953.92. This Amendment will take effect upon signature by both parties. Except as specifically amended hereby, all other terms and conditions of the original MOA shall remain in full force and effect.

The MOA will serve a public purpose by enhancing the delivery of child welfare and foster care services.

The goals and objectives of the MOA are to provide the Department with laptop/desktop equipment as well as installation and maintenance services for the equipment. The goals and objectives are in the best interest of the County in terms of public health and safety because the equipment will improve caseworker retention, recruitment, and training, through timely documentation of monthly casework contact visits. The goals and objectives will be monitored and tracked by OCFS staff with oversight authority who will be authorized to utilize the laptops to assess compliance with casework contacts and the overall quality of work with a family.

Accordingly, I recommend adoption of the proposed resolution.

APPROVED BOARD OF ACQUISITION & CONTRACTS

JOMARY VIEIRA, SECRETARY

# RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER, WESTCHESTER COUNTY DEPARTMENT OF SOCIAL SERVICES AND THE CHIEF INFORMATION OFFICER, DEPARTMENT OF INFORMATION TECHNOLOGY, BE IT HEREBY:

RESOLVED, that the County of Westchester, acting by and through the Department of Social Services (the "Department"), is hereby authorized to amend a Memorandum of Agreement ("MOA") with the State of New York, acting by and through its Office of Children and Family Services ("OCFS"), pursuant to which OCFS provided the Department of Social Services with laptop/desktop equipment and related services valued at \$63,706.80 to support caseworkers in documenting face-to-face contacts with children placed in foster care in order to receive additional laptops and related services valued at \$4,247.12 increasing the total value of equipment and related services provided hereunder from \$63,706.80 to \$67,953.92; and be it further

RESOLVED, that this Amendment will take effect upon signature by both parties; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the Original MOA shall remain in full effect; 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.

Agreement #  
Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
N/A	N/A	N/A	N/A	N/A	N/A	N/A

Budget Funding Year(s): N/A Start Date: Upon Execution End Date: N/A  
(must match resolution)

Funding Source Tax Dollars: N/A

State Aid: N/A

\$N/A Federal Aid: N/A

(must match resolution) Other: N/A