

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

Philippe Gille  
First Deputy Commissioner

**38501**

DATE: February 18, 2014

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Westhab, Inc. to operate a Housing Resources for Adults Program (HRA) at two facilities: Vaughn Glanton Employment Residence in Mt. Vernon and Windham Residence in Yonkers, providing transitional shelter and related services for homeless employable single adults for the period January 1, 2014 through December 31, 2014 for an amount not to exceed \$1,422,656 to be paid monthly pursuant to an approved budget and subject to appropriation

The County of Westchester requests authorization to enter into an agreement with Westhab, Inc. to operate a Housing Resources for Adults Program at two facilities: Vaughn Glanton Employment Residence in Mt. Vernon and Windham Residence in Yonkers; providing transitional shelter and related services for homeless employable single adults for the period January 1, 2014 through December 31, 2014 for an amount not to exceed \$1,422,656 to be paid monthly pursuant to an approved budget and subject to appropriation.

The **public purpose** of the proposed agreement is to assist homeless, single adults to transition from homelessness to economic independence and self-sufficiency, while providing them with shelter and supportive services.

The **goals and objectives** of the program are to provide immediate transitional housing to homeless, adults. This program also provides 24 hours on-site supervision, meals, supportive services to include assistance in finding permanent housing, job search and job placement services. Case management staff at both facilities form working linkages with local providers who provide substance abuse screening/treatment and mental health counseling.

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 the health and safety of the targeted population by providing immediate transitional housing and onsite supervision. By placing individuals in transitional housing, the County increases the likelihood that these individuals will participate and comply with appropriate programs to address their mental health, substance abuse, employment and permanent housing needs.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the services provided assist the targeted population in finding permanent housing, which is less costly than providing emergency housing. The opportunity to live in a supportive setting provides a greater likelihood of success for an individual's move from transitional to permanent housing.

**The goals and objectives will be tracked and monitored** through performance measurement indicators developed by the Department and approved by the County Budget Office. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with DSS staff in order to swiftly address any impediments to the program's success.

The **Department is able to report that the vendor's Performance Measurement Indicators** reflect that the Vaughn Glanton Employment Residence program met its goal of housing eligible population referred by the Department. The facility accepted 100% of appropriate referrals during the 2013 contract period. As of 12/31/13, the program served 123 program participants and succeeded in securing permanent housing for 54 program participants. The average length of stay was 146 days.

This contract is exempt from the Westchester County Procurement Policy under Section 3(a) (xiv) as the contract is for the purpose of providing aid, care and support to persons in need of public assistance.

Therefore, the County of Westchester is hereby requesting permission to enter into an agreement with Westhab, Inc. for the aforesaid purpose.

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

## 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 Westhab, Inc., to operate a Housing Resources for Adults Program (HRA) at two facilities: Vaughn Glanton Employment Residence in Mt. Vernon and Windham Residence in Yonkers, providing transitional shelter and related services for homeless employable single adults for the period January 1, 2014 through December 31, 2014 for an amount not to exceed \$1,422,656 to be paid monthly pursuant to an approved budget; and be it further

**RESOLVED**, that this agreement 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 empowered to execute any document necessary to implement this Resolution.

Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2014	101	22	8900	5860	-----	\$1,422,656

Budget Funding Year(s): 2014

Start Date: 1/1/14

End Date: 12/31/14

(must match resolution)

Funding Source

Tax Dollars: 71%

State Aid: 29%

\$1,422,656

Federal Aid:

(must match resolution)

Other: