

52592

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

**FROM:** Robin Schlaff  
Director, Office for Women

**DATE:** August 15, 2016

**SUBJECT:** Request for authority for the County of Westchester (the "County") to enter various agreements with (1) mentors pursuant to which the County will indemnify mentors in exchange for mentors' volunteer mentoring services and (2) mentors and mentors' employers pursuant to which the County will indemnify mentors and mentors' employers in exchange for mentors' volunteer mentoring services in connection with the "Her Honor" program.

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Authority is hereby requested for the County to enter into various volunteer agreements with mentors, pursuant to which the County will indemnify mentors in exchange for mentors' volunteer mentoring services in connection with the County co-sponsored "Her Honor" program, for a one-year term commencing September 1, 2016 and terminating August 31, 2017. In consideration for the volunteer services to be rendered, the County will indemnify mentors pursuant to County Charter Section 297.31 following the mentor's full compliance with all provisions of the mentor agreement, including but not limited to receipt by the County of criminal background investigation. No County expenditure is required hereunder except as may be necessary pursuant to the indemnification provisions.

In addition, authority is hereby requested for the County to enter various tri-party agreements with various mentors and said mentors' respective employers (the "Employers"), pursuant to which the County will (1) indemnify Employer from claims arising from mentee's mentoring-related presence on Employer's property, and (2) provide the mentor the same degree of indemnification provided to all mentors participating in the "Her Honor" program.

The County co-sponsors the Her Honor program to encourage the growth of young women, including young women who attend disadvantaged schools, ("Mentees"). The program promotes responsible work habits, social etiquette and financial skills and connects professionals who act as role models to instill self-esteem in the Mentees. Over the course of a school year, the program enables Mentees to develop their professional interests and in some

cases, develop long-standing relationships with their mentors. These skills can alter the course of a Mentee's life by providing principles and standards of behavior which will give Mentees an advantage in business and social situations.

The goals and objectives of the County's agreements with the mentors are to provide a platform for Mentees to reach their full potential. Practical skills to realize a life full of promise will be attained through a structured framework for learning and growth. The program endeavors to reinforce the importance of college education and ultimately a professional career. Mentees will be assisted in achieving a sense of confidence and independence that will lead them to a career guided by their passion.

Achievement of the program goals and objectives will be tracked and monitored by measurement of attendance at worksites and life skills seminars. The seminar topics are as follows:

- Financial Planning
- Business Attire
- Honesty, integrity and responsibility
- Personal well-being and healthy relationships
- Dining etiquette
- Social responsibility
- Negotiation and advocacy

Attached for your consideration is a proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/15/2016 - LICIA M. J. SECRETARY

# RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester (the "County") is hereby authorized to enter into various volunteer agreements with mentors, pursuant to which the County will indemnify mentors in exchange for mentors' volunteer mentoring services in connection with the County co-sponsored "Her Honor" program, for a period of one year from September 1, 2016 through August 31, 2017; and be it further

**RESOLVED**, that the County is hereby authorized to enter various tri-party agreements with various mentors and said mentors' respective employers (the "Employers") pursuant to which the County will (1) indemnify Employers from claims arising from mentee's mentoring-related presence on Employer's property, and (2) provide the mentor the same degree of indemnification provided to all mentors participating in the "Her Honor" program; and be it further

**RESOLVED**, that in consideration for services to be rendered, the County will indemnify mentors pursuant to County Charter Section 297.31 following full compliance with requirements of the agreement; 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 is authorized to execute said agreement and all documents necessary to effectuate the purposes hereof.

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars
					\$0

**Budget Funding Year(s)** 2016-2017      **Start Date:** 9/1/2016    **End Date:** 8/31/2017

(must match resolution)

**Funding Source:**      Tax Dollars \_\_\_\_\_  
    State Aid \_\_\_\_\_  
    Federal Aid \_\_\_\_\_

\$0  
 (must match resolution)