

George Latimer  
County Executive

Department of Social Services  
Kevin M. McGuire  
Commissioner

60623

**DATE:** January 3, 2018

**TO:** Honorable Members of the 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 North American Family Institute, Inc. (“NAFI”) pursuant to which NAFI will provide its Enhanced Family Wraparound Program for the period from January 1, 2018 through December 31, 2018 for an amount not to exceed \$162,214.**

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Authorization is requested for the County of Westchester acting by and through its Department of Social Services (“the Department”) to enter into an agreement with North American Family Institute, Inc. (“NAFI”) pursuant to which NAFI will provide its Enhanced Family Wraparound Program for the period from January 1, 2018 through December 31, 2018 for an amount not to exceed \$162,214, to be paid on a monthly basis pursuant to an approved budget and subject to appropriation.

The services to be provided pursuant to this agreement will serve a **public purpose** by providing intensive prevention services to parents, relative caregivers and/or adoptive parents, with a focus on children’s safety and family stability. NAFI Enhanced Family Wraparound staff will connect families with community resources to respond to unmet needs in order to minimize stress and reduce risk of abuse or neglect to children.

The **goals and objectives of this agreement** are to support families through intensive in-home intervention. In-home therapy produces the following positive impacts for clients:

- Allows the clinician to engage in assertive outreach for clients who may be initially resistant (for example, adolescents) or who may not initially see the benefits of the service.
- Eases the burden for caregivers and parents who may have many children at home, or children with special needs, because finding and paying for child care can be challenging and may prevent them from seeking out and regularly attending clinic/community-based services.

- Parenting and relationship interventions are more effective with in-home treatments because they occur in a live laboratory for learning. The therapist can witness firsthand how a conflict can develop and escalate.
- In-home therapy is also highly effective for persons with social phobias or depression or even health and mobility concerns (as can often be the case with grandparents caring for their grandchildren) which may prevent them from leaving their home.

The **goals and objectives of this agreement are in the best interest of the County** as the services provided through the Enhanced Family Wraparound Program will support the need for children to be maintained in their home communities, with their birth families whenever possible, and build on the strengths of the birth parents or relative caregivers to create a stable environment in which children can thrive.

The **goals and objectives will be tracked and monitored using performance measurement indicators developed by the Department** and approved by the County Budget Office. NAFI will submit monthly and quarterly statistical reports in a format approved by the Department. The Department will be responsible for setting the milestones and tracking the NAFI's performance. Other monitoring efforts will include periodic review of records and site visits.

**Based on the Performance Measurement Indicators, the Department is able to report** that NAFI has satisfactorily met their performance goals; serving 44 families and 112 children as of the close of the third quarter of 2017.

This agreement is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xviii as the services provided hereunder are to advance the moral, physical, mental and social well-being of children in the County of Westchester.

It should be noted that this agreement is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) as the federal funding for this program falls under Social Services Block Grant.

Accordingly, the County of Westchester is hereby requesting authority to enter into an agreement with NAFI for the aforesaid purpose.

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

## **RESOLUTION**

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

**RESOLVED**, that the County of Westchester (the “County”) acting by and through its Department of Social Services, is hereby authorized to enter into an agreement with North American Family Institute, Inc. (“NAFI”) pursuant to which NAFI will provide its Enhanced Family Wraparound Program for the period from January 1, 2018 through December 31, 2018 for an amount not to exceed \$162,214 to be paid on a monthly basis 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 hereby authorized to take such action and execute such documents as may be necessary and proper to effectuate the purposes hereof.

Account to be charged/credited:

	<b>FUND</b>	<b>DEPT</b>	<b>Major Program, Program &amp; Phase, Or Unit</b>	<b>Object/ Sub-Object</b>	<b>Trust Account</b>	<b>Dollars</b>
2018	101	22	8900	5960		\$162,214

**Budget Funding Year(s):** 2018      **Start Date:** 1/1/2018      **End Date:** 12/31/2018  
(must match resolution)

<b>Funding Source:</b>	Tax Dollars:	33%
<b><u>\$162,214</u></b>	State Aid:	44%
(must match resolution)	Federal Aid:	23%