

George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**62048**

DATE: February 27, 2018

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to amend a resolution approved on April 13, 2017, as amended by resolutions approved on August 3, 2017, November 16, 2017 and February 22, 2018, which together authorized the County of Westchester, acting on behalf of the Westchester-Putnam Local Workforce Development Board, to enter into agreements with each of the one hundred and eighteen (118) employers listed in said resolutions, pursuant to which each employer would provide On-the-Job Training and/or Customized Incumbent Worker Training to eligible participants in accordance with the provisions of Title I of the Workforce Innovation and Opportunity Act of 2014, as amended, and/or other applicable local, state or federal laws, rules or regulations, for the period from January 1, 2017 through June 30, 2021 for a total aggregate amount not-to-exceed \$1,200,000, by adding four (4) additional employers to the list of employers set forth in the previous resolutions

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By resolution approved on April 13, 2017 (the “April 13<sup>th</sup> Resolution”), your Honorable Board authorized the County of Westchester, acting on behalf of the Westchester-Putnam Local Workforce Development Board (the “County”), to enter into agreements with each of the thirty-six (36) employers listed in the April 13<sup>th</sup> Resolution, pursuant to which each employer would provide On-the-Job Training (“OJT”) and/or Customized Incumbent Worker Training (“CIWT”) to eligible participants in accordance with the provisions of Title I of the Workforce Innovation and Opportunity Act of 2014, as amended (“WIOA”), and/or other applicable local, state or federal laws or regulations, for the period from January 1, 2017 through June 30, 2021, for a total aggregate amount not-to-exceed \$1,200,000.

Thereafter, by resolution approved on August 3, 2017 (the “August 3<sup>rd</sup> Resolution”), your Honorable Board authorized the County to amend the April 13<sup>th</sup> Resolution by adding sixteen (16) additional employers, as set forth in the August 3<sup>rd</sup> Resolution, to the list of employers previously authorized under the April 13<sup>th</sup> Resolution, thereby increasing the total number of employers authorized to contract with the County under this initiative from thirty-six (36) to fifty two (52).

Thereafter, by resolution approved on November 16, 2017 (the "November 16<sup>th</sup> Resolution"), your Honorable Board authorized the County to amend the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution, by adding forty-three (43) additional employers, as set forth in the November 16<sup>th</sup> Resolution, to the list of employers previously authorized under the April 13<sup>th</sup> Resolution and the August 3<sup>rd</sup> Resolution, thereby increasing the total number of employers authorized to contract with the County under this initiative from fifty two (52) to ninety-five (95). The November 16<sup>th</sup> Resolution further authorized the County to amend the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution, in order to change the name of one of the previously approved employers from VeeKast d/b/a Debo Media, Inc. to Debo Media, Inc. d/b/a VeeKast.

Thereafter, by resolution approved on February 22, 2018 (the "February 22<sup>nd</sup> Resolution"), your Honorable Board authorized the County to amend the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution and the November 16<sup>th</sup> Resolution, by adding twenty three (23) new employers, as set forth in the February 22<sup>nd</sup> Resolution, to the list of employers previously authorized by your Honorable Board under the previous resolutions, thereby increasing the total number of employers from ninety-five (95) to one hundred and eighteen (118).

Four (4) additional employers, as listed below, have expressed an interest in participating in this program. Accordingly, authority is respectfully requested to further amend the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution, the November 16<sup>th</sup> Resolution and the February 22<sup>nd</sup> Resolution, to add the four (4) new employers set forth below to the list of employers previously authorized by your Honorable Board under the previous resolutions, thereby increasing the total number of employers from one hundred eighteen (118) to one hundred twenty-two (122).

The four (4) new employers\* are:

1. Babo Botanicals, LLC;
2. Candela Systems Corporation;
3. Hudson Valley Community Services, Inc.; and
4. Motion Laboratories, Inc.

\* There is no set dollar amount for any individual employer.

Each of these employers has submitted to the County an On-Line Business Training Application, and the County has conducted a due diligence review of each employer's application. The employers will be reimbursed for training services rendered in accordance with the requirements of the particular funding source involved, which requirements shall be specified in each employer's individual Training Voucher, which shall be generated for each training request made. It should be noted that there is no set dollar amount for each individual training provider contract. However, the total aggregate amount for all contracts shall not exceed the sum of \$1,200,000.

The Department of Social Services has complied with County and federal procurement rules and procedures by posting an open and continuous solicitation in which qualified businesses can submit an online application on the internet at

<https://www.westchesterputnamonestop.com/employer/training-programs>.

Except as specifically amended hereby, all remaining terms and conditions set forth in the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution, the November 16<sup>th</sup> Resolution and the February 22<sup>nd</sup> Resolution, shall remain in full force and effect.

The proposed Agreements shall serve a public purpose by providing skills training to existing employees to upgrade skill sets and prevent layoffs.

The goals and objectives of the Agreements shall be to provide employees with training to upgrade their employee skill sets and competencies to meet current and future needs.

The goals and objectives of the proposed Agreements are in the County's best interest regarding fiscal responsibility as the upgrading of employee skill sets and competencies benefits both the employer and employee through mutually increased productivity and increased income resulting in beneficial economic benefits to the County through increased tax revenues and reduced dependence on public assistance.

The goals and objectives of the proposed agreements will be tracked and monitored through monthly progress reports submitted by the training providers, program staff and through a review of customer data including services and outcomes in the New York State Department of Labor One Stop Operating System.

I respectfully recommend the adoption of the attached Resolution.

KMM/BF/jpg/nn

## RESOLUTION

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

**RESOLVED**, that the resolution approved on April 13, 2017 (the “April 13<sup>th</sup> Resolution”), as amended by resolutions approved on August 3, 2017 (the “August 3<sup>rd</sup> Resolution”), November 16, 2017 (the “November 16<sup>th</sup> Resolution”) and February 22, 2018 (the “February 22<sup>nd</sup> Resolution”), which together authorized the County of Westchester, acting on behalf of the Westchester-Putnam Local Workforce Development Board (the “County”), to enter into agreements with each of the one hundred and eighteen (118) employers listed in the previous resolutions, pursuant to which each employer would provide On-the-Job Training (“OJT”) and/or Customized Incumbent Worker Training (“CIWT”) to eligible participants in accordance with the provisions of Title I of the Workforce Innovation and Opportunity Act of 2014, as amended, and/or other applicable local, state or federal laws, rules or regulations, for the period from January 1, 2017 through June 30, 2021 for a total aggregate amount not-to-exceed \$1,200,000, is hereby further amended by adding four (4) additional employers, as set forth below, to the list of employers previously authorized under the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution, the November 16<sup>th</sup> Resolution and the February 22<sup>nd</sup> Resolution, thereby increasing the total number of employers authorized to contract with the County under this initiative from one hundred eighteen (118) to one hundred twenty-two (122).

The four (4) new employers\* are:

1. Babo Botanicals, LLC;
2. Candela Systema Corporation;
3. Hudson Valley Community Services, Inc.; and
4. Motion Laboratories, Inc.

\* There is no set dollar amount for any individual employer.

; and be it further

**RESOLVED**, that except as otherwise specifically amended hereby, all remaining terms and conditions set forth in the April 13<sup>th</sup> Resolution, as amended by the August 3<sup>rd</sup> Resolution, the November 16<sup>th</sup> Resolution and the February 22<sup>nd</sup> Resolution, shall remain in full force and effect; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effect the purpose of this resolution.

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

Budget Funding Year(s):N/A Start date: N/A End date: N/A  
(must match resolution)

Funding source:

\$N/A  
(must match resolution)

Tax Dollars: N/A  
State Aid: N/A  
Federal Aid: N/A  
Other: N/A

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/05/2018 - LISA MRIJAJ, SECRETARY