



Robert P. Astorino
County Executive

Department of Social Services

Kevin P. Mahon
Commissioner

12885

DATE: July 14, 2010

TO: Board of Acquisition and Contract

FROM: Kevin P. Mahon, Commissioner
Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with the **Westchester Community Opportunity Program, Inc. ("WestCOP")** pursuant to which WESTCOP will operate an employment project to place, monitor and track TANF customers on worksites, provide job skills training and place these customers into unsubsidized jobs for a term commencing on **July 1, 2010** and continuing through **June 30, 2011** in a total amount not to exceed **\$135,000** to be paid monthly pursuant to an approved budgets and subject to appropriations

Attached for your consideration is a resolution which, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Department of Social Services (the "Department"), to enter into an agreement with the **Westchester Community Opportunity Program, Inc. ("WestCOP")**, pursuant to which WestCOP will operate an employment project to place, monitor and track TANF customers on worksites, provide job skills training and place these customers into unsubsidized jobs.

This agreement will commence on **July 1, 2010** and continue through **June 30, 2011**. In consideration for services rendered, WestCOP will be paid a total amount not to exceed **\$135,000** payable in monthly installments pursuant to an approved budget and subject to appropriations. **The Department was able to negotiate with the vendor a 10% budget reduction that was achieved as a result of cost savings in the areas of staff salaries, OTPS as well as administrative costs.**

The Public Purpose of the program is to provide assistance to the TANF population in Westchester County in finding gainful employment and achieving self-sufficiency. This

proposed agreement will allow for the continuation of a productive partnership with WestCOP to provide valuable employment services for DSS TANF customers. WestCOP has proven to be very successful in placing TANF customers into employment positions and helping them to achieve self-sufficiency.

The Goals and Objectives of this program are to help TANF customers obtain and retain employment and to achieve economic growth and self-sufficiency. The program has been successful in meeting the goals and objectives under the current contract. Services were provided in the area of assessments, individualized employment plans, job readiness training, job search, and Community Work Experience and job placements.

WestCOP conducts a comprehensive assessment of each customer to identify their barriers to employment and develop an individual employment plan. Job skills training and counseling are provided to improve participants' employability. Those with little or no experience are assigned to the Community Work Experience Program (CWEP). WestCOP makes sure that participants follow up with job readiness and any employment leads. Both compliance and non compliance are monitored closely and reported to DSS. An outline of the goals and objectives is as follows:

- Assess skills, interests, education and employment history for all customers
- Provide individual job counseling for all customers
- Develop an Individual Employment Plan for all customers
- Place customers in Unsubsidized Employment
- Provide structured job search/education/training activities for all customers

The Goals and Objectives are in the Best Interest of the County in terms of Fiscal Responsibility in that there is a significant economic cost for individuals in receipt of Public Assistance. Each TANF recipient receives \$11,316 per year. The continued use of these support services may lead to job placement and public assistance case closures which would in turn help in reducing Westchester County's fiscal burden. The success of these support services can create gainful employment within Westchester County which can stimulate the economy. As of June 2010, a total of 64 individuals found employment with the potential of achieving self sufficiency. With all 64 individuals remaining employed, the projected cost avoidance for Westchester County can be \$724,224.

The Goals and Objectives Will Be Tracked using the Performance Measurement Indicators developed by the Department and approved by the County Budget Office. They include, but are not limited to, submission of monthly statistics and quarterly reports as well as direct contact with the Department's Program Office.

The Results/Outcomes for the period of 7/09 – 6/10 are as follows:

- 268 Customers referred to Job Readiness Training (JRT) Program
- 64 Customers Placed in Unsubsidized Jobs

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (xiv).

Accordingly, authority is requested to enter into an agreement with Westchester Community Opportunity Program, Inc. (“WestCOP”) to operate the above said program.

An appropriate resolution is attached for your Honorable Board’s approval.

APPROVED BOARD OF ACQUISITION & CONTRACT - 8-5-2010 - JOMARY VIEIRA, SECRETARY

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 (the "Agreement") with the **Westchester Community Opportunity Program, Inc. ("WestCOP")** pursuant to which WestCOP will operate an employment project to place, monitor and track TANF customers on worksites, provide job skills training and place these customers into unsubsidized jobs for a term commencing on **July 1, 2010** and continuing through **June 30, 2011**; and be it further

RESOLVED, that in consideration for the services to be rendered under the Agreement, the County shall pay WestCOP a total amount not to exceed **\$135,000** payable in monthly installments pursuant to an approved budget; 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 empowered to execute all documents and take all actions necessary to effectuate the purposes hereof.

Account to be
Charged/Credited

2010

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	708K	4380	T708	\$135,000

Budget Funding Year(s): 2010 (Grant Year)_ Start Date: 7/1/10
(must match resolution)

End Date: 6/30/11

Funding Source

\$135,000
(must match resolution)

Tax Dollars: _____
State Aid: _____
Federal Aid: 100%
Other: _____