

15471

November 22, 2010

TO: The Honorable Board of Acquisition and Contract

FROM: George N. Longworth
Commissioner-Sheriff of Public Safety

SUBJECT: Authority to enter into an agreement with the Student Assistance Services Corporation ("SAS") pursuant to which SAS will coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth (the "Coalition") to strengthen the Coalition's efforts to prevent and reduce youth substance abuse for the period September 30, 2010 through September 29, 2011 for a total amount not to exceed \$93,690.00

Authority is requested for the County of Westchester, acting by and through its Department of Public Safety Services, Office of Drug Prevention and Stop DWI, to enter into an agreement with Student Assistance Services Corporation ("SAS") pursuant to which SAS will coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth (the "Coalition") to strengthen the Coalition's efforts to prevent and reduce youth substance abuse and enhance collaboration among all sectors. The term of the proposed Agreement will commence on September 30, 2010 and continue through September 29, 2011. In consideration for services to be rendered, SAS will be paid an amount not to exceed \$93,690.00, in accordance with an approved budget.

Since 1985, SAS has provided substance abuse prevention and early intervention services, programming, and training in schools, residential facilities, and communities in Westchester County and neighboring areas. SAS has touched the lives of thousands, working with students, parents, teachers, human service professionals, community leaders, health care providers, business people and clergy.

Student Assistance Services is a multi-faceted not for profit agency partner as required by the terms of the Drug Free Communities Grant. The Office of Drug Prevention and STOP-DWI utilizes the Quarterly COMET reports required by the Substance Abuse and Mental Health Services Agency to measure compliance with the terms of this agreement and effectiveness for yearly renewal. STOP-DWI also monitors detailed records of expenditures, in kind services and budget analysis as required by SAMHSA.

It is recognized and understood that the County shall evaluate the performance of this contract by the Agency and shall use such evaluation in deciding to award future contracts to the Agency. The performance requirements for this Agreement are as follows:

A. Technical Assistance and Reporting

- Assist the County in preparing all reports for CSAP pertaining to the project, including the quarterly progress reports
- Supervise the Coalition Coordinator

B. Evaluation

- Create the Countywide Youth Survey data set
- Create and analyze evaluation forms for all programs of the coalition including: Coalition Training, Student Leader Training, media campaigns, and point of sale materials
- Assist with the preparation of the evaluation section of the reapplication and COMET report

C. Coalition Coordination

- Facilitate coalition meetings
- Keep all records of meetings including minutes and attendance
- Facilitate the meetings of all committees
- Keep track of the committees' work
- Oversee all grant activities including Coalition Training, Student Leader Training, model policy development, media campaigns, point of sale materials, and sustainability plan development

D. Prevention Specialist

- Coordinate services with the local College Consortium
- Provide educational programs to local college students

The Results for the 2009-2010 Program are indicated below:

Objective 1: Improve the knowledge of 80 health care professionals to identify and intervene with adolescent substance abusers.

Outcome: We held four training sessions for health care providers (primarily pediatricians) that reached over 100 people. Evaluations indicated that the physicians felt the training improved their skills to recognize and intervene with children, adolescents and families experiencing substance abuse issues.

Objective 2: Offer training for Law Enforcement Professionals on prescription drug abuse.

Outcome: Our training session on prescription drug abuse was well attended and well received. Over 50 police officers attended and reported that the training improved their awareness of the prescription drug abuse issues in the County.

Objective 3: Improve the skills of 100 student leaders representing six colleges to promote an alcohol and drug free message on their campus.

Outcome: We reached over 100 student leaders representing at least six colleges through our work with the College Consortium, provided assistance in planning for and participating in college leadership conferences and workshops held at individual campuses. Student representatives and leaders from the colleges indicated that the information and support they received gave them tools to work more effectively with the members of the college campuses and they were able to see a marked difference in attitudes among the students and how they made decisions regarding alcohol and drugs.

Objective 4: Improve the skills of 75 student leaders representing 10 different high schools to promote an alcohol and drug free message on their campus.

Outcome: The Teen Drinking Action Council had active participation from over 100 students representing at least 10 high schools. The students completed numerous activities including: a PSA on "choosing not to use;" two radio talk shows; a county-wide prom education event; a county-wide reality wall; a holiday toy drive for children whose parents are in treatment. The participants reported that the encouragement and support they received by participating in these events helped to empower them to reach out, in a more effective way, to the students in their respective high schools.

Objective 5: Increase membership of the Coalition by 5 new members from underrepresented sectors including the Faith and Business Communities.

Outcome: We conducted outreach to 10 members of the faith community and 10 business members and received support for the Coalition's activities from all participants. The leaders from both sectors indicated that they were able to use the skills they learned to reach out to their communities. The business leaders were able to spread the word to their fellow business associates and the faith based community participants indicated that they were able to strengthen the message in their weekly sermons and in the development of programs for their youth groups.

Objective 6: Enhance the coalition development skills of 25 participating coalition leaders.

Outcome: Our monthly meetings reached over 30 coalition leaders and increased their skills in areas such as environmental strategies and youth involvement. The participants have been able to develop and strengthen new programs in their communities and have been able to grow the participation in their individual coalitions by sharing the skills and ideas that have learned about what has worked in other communities.

Objective 7: Conduct a media campaign based on the results of the parent survey administered in Year One.

Outcome: The students created Public Service Announcements that aired widely and received positive feedback.

The Agency shall provide the County with monthly written reports of its progress in achieving the above goals and objectives of this Agreement. In addition, the County may request additional reasonable documentation from the Agency to verify performance of the terms of this Agreement, which the Agency shall provide. The County may also make site visits and/or accompany the Agency to the location(s) where the work is being performed to both review the Agency's records and observe and monitor the performance of the contract.

These services will be funded through a grant from the Substance Abuse and Mental Health Services Administration (SAMHSA), a division of the U.S. Department of Health and Human Services.

This agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to section 3(a)xviii thereof.

Accordingly, I most respectfully recommend your Board's favorable consideration of the annexed proposed Resolution.

RESOLUTION

Upon a communication from the Commissioner-Sheriff of Public Safety, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Public Safety, Office of Drug Prevention and Stop DWI, is authorized to enter into an agreement with the Student Assistance Services Corporation ("SAS"), pursuant to which SAS will coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth (the "Coalition") to strengthen the Coalition's efforts to prevent and reduce youth substance abuse and enhance collaboration among all sectors, for a term commencing on September 30, 2010 and continuing through September 29, 2011 (the "Agreement"); and be it further

RESOLVED, that in consideration for services to be rendered, SAS will be paid an amount not-to-exceed \$93,690.00, in accordance with an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all action necessary and appropriate to effectuate the purpose hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT - 02-16-2010 PRIMARY VENDOR SECRETARY

Account to be
Charged/Credited

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2010/2011	711	71	013K	4380	T013	\$ 93,690.00

Budget Funding Year(s) **2010-2011**

Start Date: **September 30, 2010**; End Date: **September 29, 2011**

(must match resolution)

Funding Source

\$ 93,690.00

(must match resolution)

Tax Dollars _____

State Aid _____

Federal Aid **(\$93,690.00)**

Other:

APPROVED BOARD OF ACQUISITION & CONTRACTS 12/16/2010 JOMARY VIEIRA, SECRETARY