

18133

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Diane G. Balistreri
Coordinator, Office for Women

DATE: March 30, 2011

SUBJECT: Authority to enter into an agreement with My Sisters' Place, Inc. to provide a coordinator of training for an amount not-to-exceed \$42,576 for the period January 1, 2011 to December 31, 2011

The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement (the "Agreement") with My Sisters' Place, Inc. ("My Sisters' Place") to provide a coordinator of training.

The proposed Agreement will have a term of one year beginning January 1, 2011 and ending December 31, 2011, for an amount not-to-exceed Forty-Two Thousand Five Hundred Seventy-Six Dollars (\$42,576), to be paid quarterly pursuant to an approved budget, of which

- the County's share will be \$17,456, which is the County's share of the Federal/State/County domestic violence money administered by the Office for Women under an Interdepartmental Cooperative Plan with the Department of Social Services;
- New York State's share will be \$15,327, which is the State share of the Federal/State/County domestic violence money administered by the Office for Women under an Interdepartmental Cooperative Plan with the Department of Social Services; and
- the Federal government's share will be \$9,793, which is the Federal share of the Federal/State/County domestic violence money administered by the Office for Women under an Interdepartmental Cooperative Plan with the Department of Social Services.

Please be advised that Section 459-c of the New York Social Services Law directs social services districts, such as the County, to offer and provide non-residential services to victims of domestic violence, whether eligible or ineligible for public assistance. Non-residential services programs must have the ability to provide the following services:

- 1) Information and Referral services
- 2) Advocacy

- 3) Counseling
- 4) Community education and outreach activities
- 5) Hotline services

As a result of the need to update and expand education and outreach trainings for outside agencies as well as for its own staff, My Sisters' Place hired a Training Coordinator to be responsible for the research, development of curricula and provision for their presentation; for training of My Sisters' Place staff on the content of these curricula; for presentations in response to community requests; and for training of My Sisters' Place staff to make presentations in the community using the new curricula.

The proposed Agreement will promote the public health, safety and general welfare by enhancing the quality of services provided and responses to victims of domestic violence. A number of curricula developed by My Sisters' Place will be implemented in internal and external trainings and presentations. As a result, domestic violence service providers will be better equipped to assist victims with the struggles they face. This program not only increases the safety of victims, but also reduces duplication of services within the domestic violence community by educating service providers on the specific needs of victims, preventing them from having to go to numerous agencies for assistance. This ultimately saves time and taxpayer dollars.

The goals and objectives of the proposed Agreement (as more fully described in Schedule A) are for My Sisters' Place to provide 22 internal trainings, 34 external trainings, community trainings, as well as develop one new curriculum on oppression, intersectionality, and domestic and intimate partner violence. During the previous contract term, My Sisters' Place provided 29 internal trainings, 39 external trainings, and developed one new curriculum on domestic violence screening for service providers.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women, which will be responsible for monitoring My Sisters' Place's performance by means of site visits, as well as their monthly statistics and quarterly narratives. The effectiveness of the training program will be determined by in-depth evaluation forms. These forms will evaluate the trainer(s) as well as the content covered and quality of the overall presentations. Outcome results will be measured by participants' knowledge about the dynamics of domestic violence and other forms of victimization; ability to relate the importance of domestic violence awareness to their professional or personal lives; and knowledge about domestic violence services available in Westchester County. For example in 2010, 783 evaluations showed that:

- 99% of trainees had increased knowledge about the dynamics of domestic violence and other forms of victimization
- 98% of trainees were able to relate the importance of domestic violence awareness to their professional or personal lives
- 94% of trainees had increased knowledge about domestic violence services available in Westchester County

Since the inception of the training coordinator position in 2006, My Sisters' Place has more than exceeded its goals and effectively provided 265 trainings. The in-depth trainings have included collaborations with various groups such as police departments, the County's Probation Department, mental health providers, faith-based groups, community organizations (YMCAs, libraries, etc.), employers, universities, housing authorities, and other service providers.

The procurement for the training program is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(ix), which exempts contracts with "teachers, lecturers and other education professionals or experts."

Accordingly, I recommend approval of the attached proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-21-2011 - JOMARY VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement (the "Agreement") with My Sisters' Place, Inc., for the period January 1, 2011 to December 31, 2011, for provision of a coordinator of training; and be it further

RESOLVED, that in consideration for services to be rendered, My Sisters' Place, Inc. shall be paid an amount not-to-exceed Forty-Two Thousand Five Hundred Seventy-Six Dollars (\$42,576), to be paid quarterly pursuant to an approved budget, of which:

- the County's share will be \$17,456, which is the County's share of the Federal/State/County domestic violence money administered by the Office for Women under an Interdepartmental Cooperative Plan with the Department of Social Services,
- New York State's share will be \$15,327, which is the State share of the Federal/State/County domestic violence money administered by the Office for Women under an Interdepartmental Cooperative Plan with the Department of Social Services, and
- the Federal government's share will be \$9,793, which is the Federal share of the Federal/State/County domestic violence money administered by the Office for Women under an Interdepartmental Cooperative Plan with the Department of Social Services; 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 be and hereby is authorized and empowered to execute any and all documents and take any actions 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	Funding Year
263	11	111L	4380	T111	\$42,576	2011

Budget Funding Year(s) 2011

(must match resolution)

Start Date: 1/1/2011

End Date: 12/31/2011

\$42,576

(must match resolution)

Funding Source:

Tax Dollars \$17,456

State Aid \$15,327

Federal Aid \$9,793

Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-21-2011 - JOMARY VIEIRA, SECRETARY

Schedule A

TRAINING

Raising awareness of intimate partner violence and other forms of violence is an essential component of the work of ending domestic and intimate partner violence. My Sisters' Place plans to continue this ongoing work of raising awareness of and preparing individuals, communities, and professional organizations to recognize and better work with the victims and survivors of domestic and intimate partner violence through its trainings and presentations. These trainings will target community service providers, government and county agencies, and spiritual/faith communities. Additionally, funding through the Office for Women has enabled My Sisters' Place to provide the 70+ staff of the agency with professional, up-to-date staff development trainings on a variety of topics affecting their everyday work with victims and their families.

The Deputy Director of Programs, along with the Training Coordinator, will be responsible for the provision of all such trainings, for a total of **56** in 2011 (**22 internal and 34 external**).

In addition to MSP's existing training curricula, **one new curriculum** will be developed in 2011 on oppression, intersectionality, and domestic and intimate partner violence. This curriculum will describe the ways socially constructed oppressions are experienced in concert. Additionally, it will then explain how this intersection of oppressions impacts the lives of and service provision to victims/survivors of domestic and intimate partner violence.

As part of our targeted outreach plan for 2011, the Deputy Director of Programs and the Training Coordinator will work to continue collaborative training efforts on an ongoing basis with community service agencies, government agencies, police departments, CPS, DSS, and the Family Justice Center.

As a result of workshops and seminars conducted, the following outcomes are expected:

- 85% of attendees will increase their knowledge about the dynamics of domestic violence and other forms of victimization.
- 85% of attendees will be able to relate the importance of domestic violence awareness to their professional or personal life.
- 85% of attendees will increase their knowledge about domestic violence services available in Westchester County.

These outcomes will be measured through evaluation forms collected at the time of training.