



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

23201

DATE: November 22, 2011

TO: 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 Community Housing Innovations, Inc. (CHI), to manage and operate scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,346,017 to be paid monthly based on utilization pursuant to an approved budget and subject to appropriation

The County of Westchester requests authorization to enter into an agreement with Community Housing Innovations, Inc. (CHI), to manage and operate scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,346,017 to be paid monthly based on utilization pursuant to an approved budget and subject to appropriation. There has been an increase in the amount requested for 2012 and this increase is to cover the cost associated with the operation of the additional transitional housing units. CHI would be operating up to 45 units of transitional housing under the proposed agreement.

The **public purpose** of the program is to assist the homeless families in Westchester County in a successful transition from welfare to self-sufficiency and to promote economic independence by providing emergency housing and supportive services.

The **goals and objectives** of the program are to obtain and manage temporary scattered site apartments for families currently living in a shelter. This program also provides supportive services to include, but not limited to, case management services to address the barriers to obtaining and maintaining permanent housing, life skills and budget management training, information and referrals to address the individual and family's barriers, and coordinating with community agencies to find jobs and permanent housing.

The goals and objectives of this program are in **the best interests of the County in terms of public health and public safety** as they are aimed at enhancing and ensuring the health and

safety of the targeted population by providing immediate transitional housing and onsite supervision. This program creates a safe haven for the targeted population, thereby reducing the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the services provided assist the targeted population in finding permanent housing which in turn would decrease the cost associated with providing emergency housing. Additionally, program participants, through referrals to employment services, may become gainfully employed, thereby reducing their dependency on public assistance.

The goals and objectives will be tracked and monitored through performance measurement indicators developed by the Department and approved by the County Budget Office. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with the D.S.S. staff in order to swiftly address any impediments to the program's success.

The **Department is able to report that the vendor's Performance Measurement Indicators** reflect that Community Housing Innovations, Inc. (CHI), -EHAP program met its goal of housing eligible customers referred by the Department. The facility accepted 100% of appropriate referrals during the 2011 contract period. As of 10/31/11, the program served 40 families with an average length of stay of 517 days. We are also able to report the following outcome:

- Secured Permanent Housing: 8 Families

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

Accordingly, the County of Westchester is seeking authority from your Honorable Board to enter into an agreement with Community Housing Innovations, Inc. for the aforesaid purpose.

A resolution requesting the same is attached for your Honorable Board's approval.

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 with Community Housing Innovations, Inc. (CHI), to manage and operate up to 45 scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,346,017, to be paid monthly based on utilization pursuant to an approved budget; 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 authorized designee is hereby empowered to execute all documents and take all actions necessary and appropriate to effectuate the purposes hereof.

Account to be charged/credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2012	101	22	8900	5850	-----	\$1,346,017

Budget Funding Year(s): 2012
(must match resolution)

Start Date: 1/1/12

End Date: 12/31/12

Funding Source

\$1,346,017
(must match resolution)

Tax Dollars:

State Aid:

Federal Aid: 100%

Other: