



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

30268

DATE: November 7, 2012

TO: Board of Acquisition & Contract

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

RE: Authority To Amend: 1) a grant agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance, in the amount of \$178,265 to support subsidized employment opportunities combined with paid education and training under the Transitional Jobs 2 Program for the period January 1, 2011 to December 31, 2012 by extending the end date from December 31, 2012 to June 30, 2013; and 2) a separate agreement with Westhab, Inc. to provide education, training and subsidized job placement services under the Transitional Jobs 2 Program for the period January 1, 2011 through December 31, 2012 for an amount not to exceed \$178,265 made available through the above said grant agreement by extending the end date from December 31, 2012 to June 30, 2013

Through a resolution approved on March 18, 2011, your Honorable Board authorized the County of Westchester, acting by and through the Department of Social Services (the "Department"), 1) to enter into an Agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance ("OTDA"), to accept a grant in the amount of \$98,700 and 2) to enter into a separate agreement with Westhab, Inc. to provide subsidized employment opportunities combined with paid education and training under the Transitional Jobs 2 Program (the "Program") for the period January 1, 2011 through September 30, 2011. The agreements were subsequently executed.

Through a resolution approved on April 5, 2012, your Honorable Board authorized the County of Westchester, acting by and through the Department of Social Services (the "Department"), 1) to amend the grant agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance (OTDA"), to accept additional funding in the amount of \$79,565, thereby making the new total not to exceed amount \$178,265 ("First Amendment"); and to extend the end date of the agreement from September 30, 2011 to June 30, 2012; and 2) to amend the agreement with Westhab, Inc. to provide education, training and subsidized job placement services using the aforesaid funding by

increasing the not to exceed amount by \$79,565 from an amount not to exceed \$98,700 to a new total not to exceed amount of \$178,265 and extending the end date from September 30, 2011 to June 30, 2012 (“First Amendment”). The amendments were subsequently executed.

Through a resolution approved by your Honorable Board on July 26, 2012, the end date of the grant agreement with the State of New York, acting by and through OTDA and that of the agreement with Westhab, Inc. was further extended from June 30, 2012 to December 31, 2012 (each a “Second Amendment”).

As there are unspent funds left in the contract and New York State OTDA has extended the claiming deadline for these funds, authority is now requested to further amend the grant agreement with OTDA, by extending the end date from December 31, 2012 to June 30, 2013 (“Third Amendment”); and also to further amend the agreement with Westhab, Inc. by extending the end date of the agreement from December 31, 2012 to June 30, 2013 (“Third Agreement”) at no additional cost to the County.

The Westhab Transitional Jobs Program is designed to place TANF eligible customers lacking in adequate job skills or work history into subsidized employment. Job placement, when combined with a training program and/or educational activity could lead to unsubsidized employment.

The program will serve a **public purpose** as the **goals and objectives** of the program are to decrease dependence of TANF eligible customers on Temporary Assistance by providing subsidized job opportunities with the ultimate goal of finding permanent unsubsidized employment. **The goals and objectives are in the best interest of the County in terms of fiscal responsibility** as the services provided pursuant to this program would enable the participants to secure employment that may lead to self sufficiency, ultimately resulting in the reduction or elimination of dependence on Temporary Assistance. Furthermore, Westchester County is required to engage all TANF customers in countable employment activities in order to meet the Federal participation rate requirements. Failure to meet these standards may result in Federal fiscal sanctions.

The Performance Measurement Indicators will be tracked through the submission of monthly statistics and quarterly reports, as well as through direct contact with the Department’s Program Office. The Department of Social Services is also required to report outcomes to New York State, OTDA. The program has been successful in meeting its goals and objectives ever since its inception.

Except as specifically amended hereby, all other terms and conditions of the original agreements as amended shall remain in full force and effect.

Accordingly, the County of Westchester is hereby requesting authority to further amend the agreements with the New York State Office of Temporary and Disability Assistance and Westhab, Inc. for the aforesaid purpose.

An appropriate resolution is attached herewith 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 further amend: 1) a grant agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance, in the amount of \$178,265 to support subsidized employment opportunities combined with paid education and training under the Transitional Jobs 2 Program for the period January 1, 2011 to December 31, 2012 by extending the end date of the grant agreement from December 31, 2012 to June 30, 2013; and 2) an agreement with Westhab, Inc. to provide education, training and subsidized job placement services under the Transitional Jobs 2 Program for the period January 1, 2011 through December 31, 2012 for an amount not to exceed \$178,265 made available through the above said grant agreement by extending the end date of the agreement from December 31, 2012 to June 30, 2013 at no additional cost to the County; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the original agreements as amended shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

	NYS Grant:	Westhab, Inc.
Original Contract Amount:	\$98,700	\$98,700
First Amendment:	\$79,565	\$79,565
Second Amendment:	-0-	-0-
This Amendment:	-0-	-0-
Total:	<u>\$178,265</u>	<u>\$178,265</u>

Account to be
Charged/Credited

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

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

Start Date: N/A End Date: **06/30/13**

Funding Source

Tax Dollars: N/A

State Aid: N/A

Federal Aid: N/A

\$N/A

(must match resolution)

Other: N/A

APPROVED BOARD OF ACQUISITION & CONTRACT 12/06/2012 - JOMAR VIEIRA, SECRETARY