

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

30459

DATE: November 14, 2012

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, 2013 through December 31, 2013 for an amount not to exceed \$1,702,000 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, 2013 through December 31, 2013 for an amount not to exceed \$1,702,000 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 2013 and this increase is to cover the cost associated with operating additional transitional housing units.

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, thereby decreasing the cost associated with providing emergency housing. Additionally, program participants, through referrals to employment services, may result in becoming 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 through direct contact with the Department's staff in order to swiftly address any impediments to the program's success.

The **Department is able to report that as part of the Performance Measurement Indicators**, Community Housing Innovations, Inc. (CHI) -EHAP program provided transitional housing for 61 homeless families during the period January 1, 2012 through September 30, 2012. At the end of the 3rd quarter (September 30, 2012), the average length of stay was 457 days. This performance outcome represents a 12% decrease in the average length of stay as compared to the same performance outcome at the end of the 3rd quarter in 2011. Also, at the end of the 3rd quarter, 13 families secured permanent housing as compared to 8 families during the same period in 2011. This reflects a 63% increase in the number of homeless families securing permanent housing from 2011 to 2012.

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 scattered site transitional housing units for homeless families for the period January 1, 2013 through December 31, 2013 for an amount not to exceed \$1,702,000 to be paid monthly based on utilization pursuant to an approved budget; and be it further

RESOLVED, that this contract is subject to County Appropriation; 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 to effectuate the purposes hereof.

Account Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2013	101	22	8900	5850	-----	\$1,702,000

Budget Funding Year(s) 2013
(must match resolution)

Start Date: 01/01/13

End Date: 12/31/13

Funding Source

Tax Dollars: 1%

State Aid:

\$1,702,000

Federal Aid: 99%

(must match resolution)

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/21/2013 - JOMARY VIEIRA, SECRETARY