

**32064**

January 18, 2013

TO: Honorable Members  
Board of Acquisition and Contract

FROM: Grant E. Mitchell, M.D.  
Commissioner, Department of Community Mental Health

SUBJECT: **Authority for the County of Westchester, acting by and through its Department of Community Mental Health to (1) amend a grant agreement with the United States Department of Health and Human Services in order to extend the term of the agreement for by one year, from September 30, 2012 to September 29, 2013; and (2) amend each of three subcontracts expending the grant funds, to extend the term of each by one year and increase the not-to-exceed amount for two of the subcontracts and decrease the not-to-exceed amount for the other.**

By resolution approved on December 13, 2007, as amended by resolutions approved on April 9, 2009 and December 9, 2010, your Honorable Board authorized the County of Westchester, acting by and through its Department of Community Mental Health (the "County"), to enter into an agreement with the United States Department of Health and Human Services, Administration for Children and Families ("US HHS"), to accept a grant in the amount of \$2,500,000 to fund various services to aid children living with adult substance abusers, for the period September 30, 2007 to September 29, 2012 (the "Grant Agreement"); and 2) enter into each of three subcontracts (the "subcontracts") with the Lexington Center for Recovery, Inc. (the "Lexington Center"), the Julia Dyckman Andrus Memorial, Inc. ("Julia Dyckman"), and Social Policy Innovations, Inc ("SPI"), to provide various services to children living with adult substance abusers, for the period September 30, 2007 to September 29, 2012 for a total aggregate amount not-to-exceed \$1,831,707, and in the individual amounts set forth below, to be funded by the funds received under the Grant Agreement.

**Subcontractors Not-to-exceed ("NTE") Amount**

Lexington Center	\$ 1,336,099
SPI	\$ 95,000
Julia Dyckman	\$ 400,608
	<b>Total \$ 1,831,707</b>

The County has been granted a “no-cost” sixth year extension by US HHS in order to continue to use the unspent grant funds. Accordingly, authority is hereby requested to, (1) amend the Grant Agreement in order to extend the term by one year, from September 30, 2012 to September 29, 2013; (2) amend the subcontract with Julia Dyckman in order to extend the term by one year from September 30, 2012 to September 29, 2013 and reduce the total not-to-exceed amount by \$57,010 from \$400,608 to \$343,598; (3) amend the subcontract with the Lexington Center in order to extend the term by one year, from September 30, 2012 to September 29, 2013 and increase the total not-to-exceed amount by an additional \$44,350 from \$1,336,099 to \$1,380,449; and (4) amend the subcontract with SPI in order to extend the term by one year, from September 30, 2012 to September 29, 2013 and increase the total not-to-exceed amount by an additional \$16,002 from \$95,000 to \$111,002.

<b>Subcontractors</b>	<b>Current NTE</b>	<b>Proposed Change</b>	<b>New NTE</b>
Lexington Center	\$1,336,099	\$44,350	\$ 1,380,449
Julia Dyckman	\$ 400,608	(\$57,010)	\$ 343,598
SPI	\$ 95,000	\$16,002	\$ 111,002
		\$3,342	<b>Total \$ 1,835,049</b>

All other terms and conditions of the Grant Agreement and the Subcontracts, shall remain in full force and effect and unchanged.

These agreements will serve a public purpose by ensuring that at-risk children in Westchester County, who live with an adult substance abuser, have the services available to live in a safe and secure environment.

The goals and objectives of the Lexington Center agreement are to provide the Department with a mobile bilingual intensive Clinical Case Management Team to provide long-term family-centered clinical case management for a caseload of at least 50 high-need families of substance-abusing parents with young children at risk of entering foster care who have one or more children with complex mental health, developmental, or special education needs.

The goals and objectives of the Julia Dyckman agreement are to provide mentoring services to assigned chemical dependency treatment providers to increase positive outcomes for families with substance abuse through a process of “mentoring” substance abuse treatment counselors to 1) Utilize family focused screening tools—Pediatric Symptom Checklist, Family Functioning Assessment 2) Increase knowledge of available mental health services for children and adults 3) Improve integration of family focused treatment, and 4) Provide assistance with coordination of services with Andrus, counselors and project staff.

The goals and objectives of the SPI agreement are to provide the Department with the technical assistance to obtain, track and analyze data from multiple data sources and using this information to develop an access database and to provide training for staff on the use of the database and how to use the information that is collected and to verify the resulting data collected; create case-level data sets in a format suitable to be uploaded to a web-based system that will allow the Department to evaluate the success of the program; and to use the data to leverage additional funding resources.

The goals and objectives are in the best interest of Westchester County in terms of ensuring that at-risk children in Westchester County who live with an adult substance abuser, have the services available to live in a safe and secure home environment.

The goals and objectives of Lexington Center agreement will be tracked and monitored by requiring the provider to submit monthly progress reports, participate in monthly meetings and reporting of screening results every two weeks.

The goals and objectives of Julia Dyckman agreement will be tracked and monitored by requiring the provider to submit monthly progress reports, participate in monthly meetings and reporting of screening results every two weeks.

The goals and objectives of SPI agreement will be tracked, monitored and evaluated by the Director of Alcohol and Substance Abuse Services for progress during quarterly meetings.

Accordingly, adoption of the annexed proposed Resolution is recommended.

## RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through its Department of Community Mental Health ("County"), is authorized to amend a grant agreement (the "Grant Agreement") with the United States Department of Health and Human Services, pursuant to which the County received a grant in the amount of \$2,500,000 to fund various services to aid children living with adult substance abusers, in order to extend the term by one year, from September 30, 2012 to September 29, 2013; and be it further

**RESOLVED**, that the County is authorized to amend an agreement (the "JDAM Agreement") with Julia Dyckman Andrus Memorial, Inc., pursuant to which JDAM was to provide various services to children living with adult substance abusers, in order to extend the term by one year, from September 30, 2012 to September 29, 2013 and decrease the total not-to-exceed amount by \$57,010 from \$400,608 to \$343,598; and be it further

**RESOLVED**, that the County is authorized to amend an agreement (the "Lexington Center Agreement") with Lexington Center for Recovery, Inc., pursuant to which Lexington Center was to provide various services to children living with adult substance abusers, in order to increase the total not-to-exceed amount by an additional \$44,450 from \$1,336,099 to \$1,380,449 and extend the term by one year, from September 30, 2012 to September 29, 2013; and be it further

**RESOLVED**, that the County is authorized to amend an agreement (the "SPI Agreement") with Social Policy Innovations, Inc., pursuant to which SPI was to provide various services to children living with adult substance abusers, in order to increase the total not-to-exceed amount by an additional \$16,002 from \$95,000 to \$111,002 and extend the term by one year, from September 30, 2012 to September 29, 2013; and be it further

**RESOLVED**, that the except as specifically amended hereby all other terms and conditions of the Grant Agreement, JDAM Agreement, Lexington Center Agreement, and the SPI Agreement shall remain in full force and effect and unchanged; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute and deliver all instruments and take all actions necessary or 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
263	26	868M	4380	T868	\$3,342

Budget Funding Year(s) 2012-2013 Start Date 09/30/2012 End Date 09/29/2013  
(must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
State Aid \_\_\_\_\_  
\$3,342 Federal Aid \$3,342  
(must match resolution) Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/28/2013 - JOMARY VIEIRA, SECRETARY