



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**37658**

DATE: January 7, 2014

TO: Board of Acquisition and Contract

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

SUBJECT: **Authorization for the County of Westchester to enter into an agreement with Family Services of Westchester, Inc. (“FSW”) to provide the Family Preservation Step Down Program for the period January 1, 2014 through December 31, 2014 in an amount not to exceed \$160,000**

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Authority is respectfully requested from your Honorable Board for the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”), to enter into an agreement with Family Services of Westchester, Inc. (“FSW”) pursuant to which FSW will provide the Family Preservation Step Down Program for the period from January 1, 2014 through December 31, 2014 (the “Agreement”) in an amount not to exceed \$160,000 to be paid pursuant to an approved budget and subject to appropriation.

The program will serve a **public purpose** as it will serve approximately 20 youths under the age of 18, and their families, and will provide short-term, in-home family stabilization, direct intervention to restore family functioning and education to prevent the unnecessary placement of children in foster care. Services to be provided pursuant to the Agreement will include home-based casework, case management, direct therapeutic services and parent skills training.

The **goals and objectives** of this program are to preserve the family and reduce the need for foster care placement. The overall objective is to provide direct intervention that can restore and/or stabilize family functioning to an acceptable level. The following additional **goals and objectives are in the best interest of the County**:

- Promote the protection and well-being of children;
- Help parents improve their parenting abilities;

- Prevent, reduce or eliminate behavior which may place a child, family or community at risk;
- Prevent unnecessary long-term out-of-home placement of a child;
- Expedite the imminent return of a child and promote reunification of a family;
- Further the creation of a stable and nurturing family environment in which children can grow and develop;
- Improve family functioning;
- Intervene at the point of a family crisis with intensive family preservation services; and
- Reduce the incidence of child abuse and neglect.

The **goals and objectives** of the FSW Step Down Program **are in the best interest of the County in terms of fiscal responsibility** as this program is expected to reduce the number of future foster care placements and the cost associated with those placements. Preventing children from entering the foster care system can result in substantial savings for the County.

The **goals and objectives of the agreement will be tracked and monitored using the performance measurement indicators** developed by the Department and approved by the County Budget Office. FSW will submit monthly and quarterly statistical reports in a format approved by the Department. The Department will be responsible for setting the milestones and tracking FSW's performance. Other monitoring efforts will include periodic review of records and site visits. The FSW Step Down Program will seek to produce the following outcomes:

1. Diversion of foster care for special needs youth (target 80%)
2. Diversion of incidences of substance abuse and/or child abuse and neglect (target 80%)
3. Reduced incidences of substance abuse and/or child abuse and neglect (target 80%)

The Agreement is exempt from the requirements of the Federal Common Grant Rule as the Federal funding component is being provided under the Social Services Block Grant. The aforesaid agreement is also exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (xviii) of said Policy as the services provided hereunder are to advance the moral, physical, mental and social well-being of children in the County of Westchester.

Accordingly, your Honorable Board's approval of the attached Resolution authorizing the County to enter into an agreement with Family Services of Westchester, Inc. to provide the Family Preservation Step Down Program is requested.

**RESOLUTION**

Upon a communication from the Commissioner of Social Services, be it hereby:

**RESOLVED**, that the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), is hereby authorized to enter into an agreement with Family Services of Westchester, Inc. ("FSW") whereby FSW will provide the Family Preservation Step Down Program for the period January 1, 2014 through December 31, 2014 (the "Agreement") in an amount not to exceed \$160,000 to be paid 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 the further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of these Agreements. 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 the Agreement with FSW, or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate the Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive, or his authorized designee, is authorized to execute any and all documents 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
2014	101	22	8900	5960	-----	\$160,000

Budget Funding Year(s): 2014    Start Date: 01/01/14    End Date: 12/31/2014  
(must match resolution)

\$160,000  
must match resolution)

Tax Dollars: 32%  
State Aid: 47%  
Federal Aid: 21%  
Other: