

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

37695

DATE January 6, 2014

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner  
Department of Social Services

RE: Resolution authorizing the County of Westchester to enter into an agreement with the Mental Health Association of Westchester County, Inc., ("MHA") pursuant to which MHA will provide an independent third party review process for the period January 1, 2014 through December 31, 2014 for an amount not to exceed \$378,289

Authority is requested for the County of Westchester to enter into an agreement with the Mental Health Association of Westchester County, Inc., ("MHA") pursuant to which MHA will provide an independent third party review process for the period January 1, 2014 through December 31, 2014 for an amount not to exceed \$378,289 to be paid monthly pursuant to an approved budget and subject to appropriation.

The services provided pursuant to this contract serve a **public purpose** because they will ensure that the County is in compliance with state regulations, 18 NYCRR, Part 430.12 regarding requirements to hold and document service plan reviews for children in foster care. MHA has provided this service for the County since 2004.

The **goals and objectives** of this contract are to provide case record reviews and facilitate Service Plan Reviews for children in family foster care and children who are in 1055 Placements. The Service Plan Review conference is required by the Office of Children and Family Services (OCFS) regulations, NYCRR 430.12, and is used to monitor compliance with court ordered services in support of permanency planning goals for children and families. MHA has the responsibility of scheduling the conferences on a timely basis as required by State mandate, notifying and inviting all participants and monitoring the conference as a neutral third party. Additionally, MHA provides case specific alerts to safety or planning issues. MHA is able to achieve program goals and objectives through the following:

- Identifying cases due for Service Plan Reviews



- Scheduling required conference in Connections (NY State system)
- Sending invitation letters to all participants
- Identifying safety issues and making recommendations to the Department
- Identifying cases to be referred to Foster Care Discharge Review and Single Point of Return (SPOR)
- Reviewing Court Orders

The **goals and objectives are in the best interest of the County** in that the services provided by this contract promote public safety and public health by reducing the risk of further abuse, neglect and maltreatment of the children of Westchester County. By conducting reviews, the Department has an independent audit of the work that is being performed both by the Department and the parent. Youth are encouraged to attend these meetings to discuss their issues, concerns, and successes. Other parties in attendance can be the child's law guardian, service providers, and educational providers. Record reviews are conducted and any concerns are reported immediately by MHA.

The **goals and objectives are in the best interest of the County in terms of fiscal responsibility** in that they assist the Department to remain in compliance with State mandates, thereby preventing possible sanctions and fines.

The **goals and objectives as stated in the resolution will be tracked and monitored** to evaluate success using the performance measurement indicators developed by the Department and approved by the County Budget Office. They include, but are not limited to, reviewing of periodic reports submitted by the vendor and making onsite visits.

Based on the **Performance Measurement Indicators** reported as of September 30, 2013, MHA is meeting targets and outcomes as stipulated by the contract and is on track to serving 100% contract capacity. As of September 30, 2013, MHA has performed 395 service plan reviews and has completed and recorded 100% of Service Plan Reviews within ten days of the event.

This contract is exempt from the Westchester County Procurement Policy under Section 3(a) ix as this contract falls under the contracts with professionals or experts and also under Section 3(a) xviii as the purpose of this contract is for the advancement of the moral, physical, mental and social well-being of the youth in Westchester County.

This contract is exempt from the requirements of the Common Grant Rule as this falls under the Social Services Block Grant.

Accordingly, the County of Westchester is hereby requesting permission to enter into this Agreement with MHA for the above stated 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 the Mental Health Association of Westchester County, Inc., (“MHA”) pursuant to which MHA will provide an independent third party review process for the period January 1, 2014 to December 31, 2014 for an amount not to exceed \$378,289 to be paid on a monthly basis pursuant to an approved budget; and be it further

**RESOLVED**, that this contract is subject to County Appropriations; and be it further

**RESOLVED**, and this contract is 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 budget of the State budget and/or the adoption of the 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 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 duly authorized designee is hereby authorized to execute any and all documents and to take all actions necessary and appropriate on behalf of the County of Westchester to effectuate the purposes hereof.

Account to be  
Charged/Credited

2014

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5880	-----	\$378,289

Budget Funding Year(s) 201\_ \_  
(must match resolution)

Start Date: 1/1/2014 End Date: 12/31/2014

Funding Source

Tax Dollars: 31%

State Aid: 40%

\$378,289

Federal Aid: 29%

(must match resolution)

Other: