

**39200**

DATE: March 24, 2014

TO: Board of Acquisition and Contract

FROM: Mae Carpenter, Commissioner  
Department of Senior Programs and Services

RE: Request for authorization:

- a) to amend agreements (the "Agreements") with the agencies set forth in the attached Schedule "A" (the "Contractors") to exercise the first of five options to renew the Agreements, pursuant to which the Contractors provide homemaker and housekeeper services to frail, homebound seniors under the Expanded In-Home Services for the Elderly Program for the period commencing April 1, 2014 and terminating March 31, 2015, for a total aggregate amount not to exceed \$2,287,988.
- b) to amend the Agreements with the Contractors to add certain new provisions required by the New York State Office for the Aging concerning equal access to services, non-discrimination and concentration of services on target populations.

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By resolution approved on April 25, 2013 (the "April 25<sup>th</sup> Resolution") your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department"), to enter into Agreements with the Contractors listed on the attached Schedule "A" pursuant to which the Contractors provide homemaker and housekeeper services to frail, homebound seniors under the Expanded In-Home Services for the Elderly Program for the period commencing April 1, 2013 and terminating March 31, 2014, for a total aggregate amount not to exceed \$2,155,614, comprised of \$1,724,491 in State funds, and \$431,123 in Contractor matching funds, with the County having the sole option to renew the Agreements for up to five additional one-year periods, subject to the prior approval of your Honorable Board. The Agreements were subsequently executed

The County now seeks approval to exercise the first of its five options to renew the Agreements with the Contractors for a total aggregate amount not to exceed \$2,287,988 comprised of \$1,715,991 in State funds and \$571,997 in Contractor matching funds, for the period commencing April 1, 2014 and terminating March 31, 2015.

Authority is also requested to amend the Agreements with the Contractors to add certain provisions required by NYSOFA concerning equal access to services, non-discrimination and concentration of services on target populations. By way of background, on July 17, 2012 NYSOFA issued its revised Equal Access and Targeting Policy (12-PI-08) clarifying the responsibilities of New York State's Aging Network Providers under federal and state laws regarding equal access to services and nondiscrimination in serving all cohorts of New York's older adults and caregivers. The program instruction also addressed the federal and state requirements for targeting activities to reach those unserved and underserved groups that are

in greatest social and/or economic need. The Area Agencies on Aging (“AAAs”) were instructed that they are responsible for requiring all aging service providers under their respective planning and service area to comply with requirements for equal access (including language accessibility), nondiscrimination and concentration of services on target populations as required in the Older Americans Act (OAA), NYS regulations, other relevant laws, and NYSOFA policies. The AAAs were further instructed to include these requirements in each agreement made with such providers (OAA §306[a][4][A]) and to specify how the provider intends to meet specific objectives for satisfying the service needs of, and providing services to, low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas (OAA §306[a][4][A]). Accordingly, these requirements will be added to the Second Amendments in the form of an appendix.

Except as specifically amended hereby, all other terms and conditions set forth in the Agreements shall remain in full force and effect.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ/

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/17/2014 - JONATHAN R. BENTLEY

**RESOLUTION**

UPON COMMUNICATION FROM THE COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES, be it:

**RESOLVED,** that the County of Westchester (the "County") is hereby authorized to exercise the first of its five options to renew agreements (the "Agreements") with the agencies (hereinafter the "Contractors") listed in the attached Schedule "A", pursuant to which the Contractors provide homemaker and housekeeper services to frail, homebound elderly who reside in Westchester County under the Expanded In-Home Services for the Elderly Program for the period commencing April 1, 2014 and terminating March 31, 2015, for a total aggregate amount not to exceed \$2,287,988, comprised of \$1,715,991 in State funds and \$571,997 in Contractor matching funds, to be paid based on a percentage of the Medicaid rates approved by the State Department of Health; and be it further

**RESOLVED,** that the County is also hereby authorized to amend the Agreements to add certain provisions required by NYSOFA concerning equal access to services, non-discrimination and concentration of services on target populations.

**RESOLVED,** that except as specifically amended hereby, all remaining terms and conditions set forth in the Agreements shall remain the same; 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.

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	85	048P	4380	T048	\$1,715,991
N/A	N/A	N/A	N/A	N/A	\$ 571,997

Budget Funding Year(s) 2014 - 2015 Start Date 4/1/14 End Date 3/31/15  
 (must match resolution)

Funding Source	Tax Dollars	<u>\$0</u>
	State Aid	<u>\$1,715,991</u>
<b>\$2,287,988</b>	Other	<u>\$571,997</u>
(must match resolution)		

**SCHEDULE "A"**

IN-HOME HOMEMAKER AND HOUSEKEEPER CONTRACTOR AGENCIES: 2014-2015  
(To be reimbursed by the County at their respective approved Medicaid Rates up to an amount not to exceed \$1,715,991 in State funds)

Richard L. Aronson, Inc. d/b/a A&A Staffing Health Care Services
Any-Time Home Care, Inc.
Barksdale Home Care Services Corp.
Family Service Society of Yonkers
Family Services of Westchester, Inc.
Grace Church Community Center, Inc. d/b/a Neighbors Program
Home Health Services of WJCS, Inc.
Mrs. G's Services, LLC
Sunrise Home Care, Inc

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/27/2014 - JONIRY WEIRA, SECRETARY