

Robert P. Astorino
County Executive

Department of Social Services

Kevin McGuire
Commissioner

Philippe Gille
First Deputy Commissioner

51189

DATE: February 22, 2016

TO: Board of Acquisition and Contract

FROM: Kevin McGuire
Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into a contract with Family Services of Westchester (“FSW”), Inc. for the provision of the White Plains Guest House for Adults (“WPGH”), a family style assisted living program for Westchester adults who struggle with mental illness and who are at risk of homelessness and institutionalization for the term from January 1, 2016 through December 31, 2016 in an amount not to exceed \$93,647 to be paid pursuant to an approved budget and subject to appropriations

The County of Westchester is hereby requesting permission to enter into an agreement with Family Services of Westchester, Inc. for the provision of affordable, dignified, long-term housing to mentally ill adults in the community, who would otherwise be at high risk of homelessness, for the term from January 1, 2016 through December 31, 2016 in an amount not to exceed \$93,647 to be paid pursuant to an approved budget and subject to appropriation. The White Plains Guest House (“WPGH”) program for Adults provide services to adults, both male and female, who are typically over the age of fifty-five (55). All residents are struggling with some form of mental illness. In addition to support services designed to insure safety in a community setting, daily services are provided by FSW staff for the residents, including laundry, housekeeping, meal preparation and medication monitoring. Currently, referrals are submitted by families, hospitals, doctors, day programs and the community. In the future, the Department will become the primary and preferred referral source for the WPGH.

The White Plains Guest House program will serve a **public purpose** through the reduction of homelessness in the older adult mentally ill population and in the promotion of

safety, not only for this population who can be among the more vulnerable in our community, but also for the community at large which is not always equipped to meet special needs of mentally ill senior citizens.

The **goals and objectives** of this agreement are to reduce the number of mentally ill older adults interacting within the homeless shelter system in Westchester County by providing this population with a quality, supportive environment that will keep them safe and connected to the community.

These **goals and objectives are in the best interests of the County in terms of public health** as they are aimed at reducing hospitalizations and premature institutionalizations and keeping residents from situations which would put them at high risk of homelessness.

Furthermore, these goals and objectives are in the **best interests of the County regarding fiscal responsibility** in that the support and housing provided by WPGH result in a decreased reliance on the County shelter system. The cost is \$500 per bed per month for each resident. This expense is significantly lower than the cost per resident in the shelter system or hospital; which is upwards of \$3,000-\$3,500 per month for the shelter and greater than that for hospitalization. Not only is the WPGH cost effective, the program provides a more fulfilling quality of life, especially for this population.

The goals and objectives will be tracked and monitored through performance measurement indicators developed by the Department. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with the Department staff in order to swiftly address any impediments to the program's success. The Department is able to report that during the 2015 contract term, the White Plains Guest House program served 23 residents and zero residents re-entered the county shelter system.

This contract is exempt from the Westchester County Procurement Policy pursuant to Sections 3(a) xiv and 3(a) xvii of that document as the population served under this agreement are persons in need of public assistance and support due to mental illness. This contract is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) as the federal funding for this program falls under the Social Service Block Grant.

A resolution requesting your Honorable Board's approval is attached.

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 a contract with Family Services of Westchester, Inc. for the provision of the White Plains Guest House for Adults (“WPGH”) program, a family style assisted living program for Westchester adults who struggle with mental illness and are at risk of homelessness and institutionalization for the term from January 1, 2016 through December 31, 2016 in an amount not to exceed \$93,647 to be paid pursuant to an approved budget; and be it further

RESOLVED, that this Contract is subject to County Appropriations; 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 the Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any document necessary to implement this resolution.

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2016	101	22	8900	5960	—	\$93,647

Budget Funding Year(s): 2016 Start Date: 1/1/16 End Date: 12/31/16
(must match resolution)

Funding Source:

\$93,647
(must match resolution)

Tax Dollar: 31%
State Aid: 31%
Federal Aid: 38%
Other:

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION SECRETARY
03/17/2016 - USA MRAJ, SECRETARY