

**51956**

**DATE:** May 3, 2016

**TO:** Board of Acquisition & Contract

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

**RE:** Request for authority for the County of Westchester to enter into an inter-municipal agreement with the City of Yonkers for the provision of Information and Assistance Services for the elderly in accordance with the Community Services for the Elderly Program for the program period April 1, 2016 through March 31, 2017, in an amount not-to-exceed \$105,530 in State funds.

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The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks the approval of your Honorable Board to enter into an inter-municipal agreement (the "IMA") with the City of Yonkers (the "Municipality" or the "Contractor") pursuant to which the Contractor will provide Information and Assistance Services to Westchester County elderly residents 60 years and older in accordance with the Community Services for the Elderly Program (the "Program"), in an amount not to exceed \$105,530 State funds to be paid based on an agreed-upon unit-cost for actual services provided and data-entered in the Social Assistance Management System "SAMS" for the program period April 1, 2016 through March 31, 2017. The Municipality is required to contribute an amount not to exceed \$45,228 in matching funds to the Program, depending on the number of units of services provided.

It should be noted that the New York State Office for the Aging has mandated that units of services be entered in Peerplace, a new electronic data collection system that will replace SAMS, at such time that the new system goes into effect.

The proposed Agreement will serve a public purpose because the Program Services will enable seniors to be linked to appropriate community resources, and provide them with knowledge of available public benefits and entitlements, and voluntary services to allow them to remain in their homes and communities, thus delaying institutionalization and thereby saving on Medicaid costs to the County, state and federal governments.

The Department's goals and objectives are to provide the most needy, vulnerable older adults with information and assistance through the use of available public and voluntary services, and appropriate community resources. This includes a determination as to whether older adults are receiving the various benefits and services which they may need and to which they may be entitled. The Department is dedicated to the belief that information and assistance services regarding family and community-based alternatives that offer seniors appropriate services will support aging in place.

The goals and objectives of the Agreement is in the County's best interests in terms of fiscal responsibility and public health and safety, as these services promote enabling seniors to

remain safely in their homes and communities and to maintain a cost-effective lifestyle. The CSE programs aim to reduce or delay nursing home institutionalization, thereby reducing Medicaid costs for the County, State and federal governments and improving the general well-being of the County's elderly.

The goals and objectives of the Agreement will be tracked, monitored and evaluated through monthly reporting activities and annual Contractor on-site reviews to determine if the contract performance goals and objectives are being met in a fiscally responsible and appropriately safe fashion. The New York State Office for the Aging annually monitors and evaluates if the Department is meeting its requirements to conduct Contractor oversight.

For the previous fiscal year, a total of 18,056 units of information services were provided to approximately 376 seniors, and a total 1,579 units of assistance services were provided to approximately 400 seniors.

Pursuant to Act No. 79 – 2014, adopted on May 5, 2014, the Westchester County Board of Legislators authorized the County to enter into inter-municipal agreements with local municipalities, including the Contractor for provision of Community Services for the Elderly services.

The above Agreement is exempt from the Westchester County Procurement Policy pursuant to Sections 3(a) (iii) and 3(a) (xix), thereof.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
2015/2016 - ICA MIA SECRETARY

## RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES, BE IT HEREBY:

**RESOLVED**, that the County of Westchester (the "County") is hereby authorized to enter into an inter-municipal agreement (the "IMA") with the City of Yonkers (the "Municipality" or the "Contractor"), pursuant to which the Municipality will provide Information and Assistance Services to Westchester County elderly residents, 60 years and older in accordance with the Community Services for the Elderly Program (the "Program"), in an amount not to exceed \$105,530 in State funds, payable based on an agreed unit cost for actual services provided and data-entered in the Social Assistance Management System ("SAMS"), for the program period April 1, 2016 through March 31, 2017; and be it further

**RESOLVED**, that the Municipality will contribute an amount not to exceed \$45,228.00 in matching funds to the Program depending on the number of units of services provided; and be it further

**RESOLVED**, that the New York State Office for the Aging has mandated that units of services be entered in Peerplace, a new electronic data collection system that will replace SAMS, at such time that the new system goes into effect; and be it further

**RESOLVED**, that the Agreement is subject to County appropriations; and be it further

**RESOLVED**, that the 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 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 the Agreement, or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Municipality, then the Municipality shall have the right to terminate the IMA upon reasonable prior written notice; 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.

Account to be  
Charged/Credited

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
Charged	263	85	047R	4380	T-047	\$105,530

Budget Funding Year(s) 2016 - 2017 Start Date 4/1/16 End Date 3/31/17  
(must match resolution)

Funding Source

\$105,530  
(must match resolution)

Tax Dollars \_\_\_\_\_  
State Funds \$105,530  
Federal Funds \_\_\_\_\_  
Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/23/2016 - LISA MARIJAJ SECRETARY