

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

56002

Date: March 13, 2017

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner
Department of Social Services

Subject: Resolution authorizing the County of Westchester to enter into an agreement with the Westchester Institute for Human Development for the provision of pediatric medical services to children placed in DSS foster care in an amount not to exceed \$283,950 to be paid monthly pursuant to an approved budget and subject to appropriation for the period from April 1, 2017 through March 31, 2018, with the County reserving an option to renew the Agreement for up to five (5) additional one (1) year terms.

Authority is hereby requested for the County of Westchester (the "County"), acting by and through the Department of Social Services (the "Department"), to enter into an agreement (the "Agreement") with the Westchester Institute for Human Development ("WIHD"), pursuant to which WIHD will provide pediatric medical services to children placed in DSS foster care for a term commencing on April 1, 2017 and continuing through March 31, 2018. In consideration for services to be rendered, the County will pay WIHD an amount not-to-exceed \$283,950, payable monthly in accordance with an approved budget. The County, at its sole option, may renew the Agreement for up to five (5) additional one (1) year terms, payable in accordance with the budgets submitted by WIHD in its proposal.

Pursuant to the terms of the proposed Agreement, WIHD will provide one full-time equivalent of a pediatrician to work in the Department's pediatric office, including on-call services 24 hours per day, 7 days per week. The pediatric office will be opened 5 days per week, with scheduled half-day clinic sessions for intake and discharge assessments, sick-child visits as well as planned well-child care. WIHD will also provide sick-child visits at minimum when half-day clinic sessions are not taking place during weekdays and also on

Saturdays. WIHD will also provide evening pediatric office hours for children placed in foster care in Westchester County DSS foster homes.

The Department has complied with the County Procurement Policy. On September 2, 2016, the Department issued a Request for Proposals (“RFP”) to solicit qualified agencies to provide pediatric medical services at the Department’s pediatric office located at 112 East Post Road in White Plains. The RFP was posted on the County Website. In addition, five (5) agencies providing pediatric medical services were contacted to advise them of the RFP posting. Despite these efforts, only one (1) proposal, submitted by WIHD, was received in response to the RFP. A review team comprised of seven staff members from the Department’s Child Welfare units was assembled to evaluate the proposal based upon specified evaluation criteria set forth in the RFP. After careful consideration and despite being the only proposal submitted, it was determined that it would be in the best interest of the County to award the contract to WIHD because WIHD has been providing these services to the County since 2011 and the Department has been very satisfied with the services provided. In addition, WIHD provides a Health Home for children in foster care and additional foster care services that contribute to their expertise with this population.

This contract will serve a **public purpose** by promoting the safety of children by meeting the medical service needs of children in foster care in the County of Westchester. Furthermore, foster parents have access to a clinic that is specialized and sensitive to the needs of the children in foster care. By having 24 hours / 7 days a week access to the medical providers’ caring for the children in foster care, the Department will be able to maintain a comprehensive health history for the children as they enter care, while they are in care, as well as, at the point of discharge. The availability of same day medical services reduces the trauma to children entering foster care and while in foster care. In the absence of this service, many of the children would be required to go to an emergency room.

The **goals and objectives** of this contract are to provide children currently in foster care with accessible medical services. The Vendor will provide on-call services 24 hours per day, 7 days per week. The vendor will also provide evening pediatric office hours to children in foster care and children on trial discharge from foster care who are attending school.

Services provided to foster care children include, but are not limited to, the following:

- Routine physical exams and immunizations
- Lab testing
- Nutritional assessments and counseling
- Developmental screenings
- Assessments for signs of abuse
- Referral to other physicians as necessary
- Ongoing care for sick children
- Testing at birth as state mandated
- Routine immunizations as required by NY State Law
- Coordination of specialty care appointments needed by children in family foster care
- Preparation of detailed, comprehensive health histories and health care plans for children in family foster care
- Basic assessment of dental care needs and referral to a dental clinic unless the child already has a community dentist

- Pre-screening for hearing problems at placement
- Education, support and guidance for foster parents concerning health or behavioral issues of children in their care
- Data collection and entry into the NYS CONNECTIONS system in compliance with NYS regulations

The **goals and objectives are in the best interest of the County in terms of public health** because services provided by this contract will help to ensure that each child coming into foster care will have their needs and conditions evaluated and properly treated, if needed. Initial assessment for children coming into foster care is critical in order to quickly identify complicated, serious physical health, mental health, or developmental problems. Furthermore, prevention strategies recommended and implemented by the Pediatrician may help to lessen the ill effects of neglect and abuse.

The **goals and objectives are in the best interest of the County in terms of public safety** because comprehensive assessments performed by the pediatrician allow for more detail knowledge of the child's physical and mental health, thereby, giving the Department the best recommendations of placements for each child, as well as, recommendations for the best treatment plan for each child, if required.

The **goals and objectives are in the best interest of the County in terms of fiscal responsibility** because the Department is able to place children at the appropriate level of care as recommended by the pediatrician, as well as, to assist in the development of permanency planning for each child in foster care.

The **goals and objectives as stated in the resolution will be tracked and monitored** through the application of performance measures as stipulated in the contract developed by the Department and approved by the County Budget Office. The Department will also review periodic reports submitted by the Vendor and make onsite visits. The program office will be responsible for establishing milestones and tracking the Vendor's achievements.

Accordingly, authority is requested for the County of Westchester to enter into an Agreement with Westchester Institute for Human Development ("WIHD") for the above said purpose.

An appropriate resolution is attached for your Honorable Board's approval.

KMM/TL/jpg
Att.

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with the Westchester Institute for Human Development to provide pediatric medical services to children placed in DSS foster care for the period from April 1, 2017 through March 31, 2018 for an amount not to exceed \$283,950 to be paid monthly pursuant to an approved budget; and be it further

RESOLVED, that the County, at its sole option, may renew the Agreement with WIHD for up to five (5) additional one (1) year terms payable in accordance with the budgets proposed by WIHD in its proposal for the option years; and be it further

RESOLVED, that this contract is subject to County Appropriation; 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 this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions necessary to implement this Resolution.

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2017	101	22	8900	5650		\$212,962
2018	101	22	8900	5650		\$70,988

Budget Funding Year(s) 2017-2018
(must match resolution)

Start Date: April 1, 2017 End Date: March 31, 2018

Funding Source

Tax Dollars: 0%
State Aid: 50%
Federal Aid: 50%
Other: 0%

\$ 283,950
(must match resolution)