

George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

62970

DATE: April 30, 2018

TO: The Honorable Board of Acquisition and Contract

FROM: Kevin M. McGuire, Commissioner  
Department of Social Services

SUBJECT: Authority to enter into an agreement with The Mental Health Association of Westchester County, Inc. ("MHA") to operate the Single Homeless Assessment Center at Grasslands ("SHAC") to provide comprehensive assessments, coordinate plans for treatment, housing and employment for homeless single adults for the term April 1, 2018 through March 31, 2019 in an amount not-to-exceed \$378,015.

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The County of Westchester requests authorization to enter into an agreement with The Mental Health Association of Westchester County, Inc. ("MHA") to operate the Single Homeless Assessment Center at Grasslands ("SHAC") to provide comprehensive assessments, coordinate plans for treatment, housing and employment for homeless single adults for the term commencing on April 1, 2018 and ending on March 31, 2019 in an amount not-to-exceed \$378,015 to be paid in accordance with an approved budget and subject to appropriation.

This agreement serves a **public purpose** as it will promote the health, safety and welfare of the residents of Westchester County by providing comprehensive assessments and coordinated plans for treatment, housing and employment for homeless single adults.

**The goals and objectives** of this agreement are to provide homeless single adults with comprehensive assessments and coordinate plans for treatment, housing and employment. Clinicians provide comprehensive mental health and substance abuse assessments to individuals in order to refer them to services they will need to improve their daily functioning, obtain employment, and get education, develop a healthy social support network, improve their interpersonal relations and decrease the need for hospitalizations. Further, these services are provided by Masters and/or Doctorate level therapists, licensed mental health professionals, and a psychiatrist.

**The goals and objectives of this agreement are in the best interest of the County in terms of public health and public safety** in that the services provided through this contract will ensure

the health and safety of the targeted population by providing them with varying forms of assessments and placing them in appropriate housing as well as providing necessary referrals to hospitals, substance abuse programs and other community network providers.

Further, the **goals and objectives of this agreement are in the best interest of the County in terms of fiscal responsibility** as assessing employability and providing supportive services may lead to employment which in turn will promote the financial security and self-sufficiency of the targeted 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 of Social Services Staff.

The Department is able to report the following Performance Measurement Indicators for 2017:

- 413 unduplicated customers were served
- 697 comprehensive assessments were completed sessions

This contract is exempt from the Westchester County Procurement Policy under Section 3(a) viii, which exempts contracts for medical or health-related services and contracts with healthcare workers. 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 there is no federal funding for this program.

Accordingly, the County of Westchester is hereby requesting permission to enter into an agreement with MHA for the reasons stated above.

A resolution requesting the same is attached for you 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 (the "County"), acting by and through the Department of Social Services (the "Department") is hereby authorized to enter into an agreement with The Mental Health Association of Westchester County, Inc. ("MHA") to operate the Single Homeless Assessment Center at Grasslands ("SHAC") to provide comprehensive assessments, coordinate plans for treatment, housing and employment for homeless single adults for the term commencing on April 1, 2018 and ending on March 31, 2019 in an amount not-to-exceed \$378,015, to be paid in accordance with an approved budget; and be it further

**RESOLVED**, that this agreement is subject to County appropriations; and be it further

**RESOLVED**, that the 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 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 either to 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 authorized and empowered to execute and deliver all instruments and take any and all actions necessary and appropriate to effectuate the purpose of this resolution.

Account to be Charged/Credited

Year	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2018	101	22	8900	5860	-----	\$283,511
2019	101	22	8900	5860	-----	\$ 94,504

Budget Funding Year(s): 2018-2019  
(must match resolution)

Start Date: 04/01/18

End Date: 03/31/19

Funding Source:

Tax Dollars: 71 %

State Aid: 29 %

Federal Aid: 0 %

Other:

**\$378,015**

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/24/2018 - LISA M. JAMES, SECRETARY