



Robert P. Astorino
County Executive

Department of Social Services

Kevin P. Mahon
Commissioner

DATE: January 7, 2010

TO: Board of Acquisition and Contract

FROM: Kevin P. Mahon, Commissioner
Department of Social Services

SUBJECT: Authority to enter into Agreement with Northern Westchester Hospital pursuant to which the Hospital will provide customized training services for up to 50 incumbent workers in accordance with Title I of the Workforce Investment Act of 1998 (“WIA”) for the period from February 1, 2010 through January 31, 2011 in an amount not-to-exceed \$40,000, with the County retaining the option to extend the term of the agreement for up to one (1) additional year.

Attached for your consideration is a resolution which, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through the Department of Social Services, Office of Workforce Investment (the “Department”), to enter into an agreement with Northern Westchester Hospital (the “Hospital”) pursuant to which the Hospital will provide customized training services for up to fifty (50) incumbent workers who meet the eligibility requirements for these services. The term of the Agreement will commence on February 1, 2010 and continue through January 31, 2011 (the “Agreement”), with the County retaining the option to extend the term of the Agreement for up to one (1) additional year, subject to the availability of funding and successful performance in Phase I. In consideration for services to be rendered, the County will pay the Hospital 50% of the cost of such training, not to exceed the sum of \$40,000.

The Hospital has applied to the Westchester/Putnam Workforce Investment Board for assistance in training up to fifty (50) incumbent workers who are service associates and patient care associates in a variety of healthcare related occupations including, but not limited to, phlebotomy, EKG, glucoscan and customer services skills. WIA allows employers to provide customized training to participants who meet certain eligibility requirements as provided under WIA. The employer may be reimbursed for up to fifty percent (50%) of the total cost of the

training which may include employee wages, (not including fringe benefits), the cost of the instructor and training materials.

The training initiatives to be provided under this Agreement will serve a public purpose by helping these incumbent workers develop skills that will enable them to retain their jobs and, in some cases, attain wage increases. Further, these training programs will help the workers improve their overall employability, thus averting the possibility of reliance on public support programs.

The goals and objectives of this Agreement are to provide the financial resources needed to train up to 50 incumbent workers at the Hospital to enable them to develop the skills and competences needed to perform their respective jobs, obtain promotions, or find new employment. The Hospital has agreed to retain those participants who successfully complete the training program and to promote some, where applicable.

The goals and objectives are in the best interest of the County in terms of fiscal responsibility as the financial impact of this program may be measured in terms of enhanced opportunities for promotions, transfers and for new employment. In addition, the Hospital is committed to retaining those participants who successfully complete the training and to offer promotion to some, where applicable.

If this resolution is not approved, the hospital may have to lay off up to fifteen (15) employees who do not currently possess the requisite skills for their respective jobs.

The goals and objectives will be monitored and tracked through monthly reports provided to the Department by the Hospital and program staff that will indicate program success or failure based on the following measures:

- Up to fifty (50) employees will be trained.
- Up to fifty (50) employees will complete their respective training successfully.
- Up to fifty employees will retain employment and/or will be promoted for no less than one (1) year after the completion of the training programs.

The Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a) xi thereof.

Accordingly, your Honorable Board's approval of the attached Resolution is most respectfully requested.

RESOLUTION

Upon a communication from Kevin P. Mahon, Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Northern Westchester Hospital pursuant to which the Hospital will provide customized training services for up to fifty (50) incumbent workers determined eligible under the provisions of the Workforce Investment Act of 1998 for a term commencing on February 1, 2010 and continuing through January 31, 2011 (the "Agreement"); and be it further

RESOLVED, that in consideration for services to be rendered, the County shall pay the Hospital up to fifty (50%) percent of the total cost of such training services not-to-exceed the sum of Forty Thousand (\$40,000) Dollars; and be it further

RESOLVED, that the County shall have the right, at its sole option, to extend the term of the Agreement for up to one (1) additional year; and be it further

RESOLVED, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effectuate the purposes hereof.

Kevin P. Mahon, Commissioner
Department of Social Services

Account to be
Charged/Credited

Fund	Dept.	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
275	22	402J	7338	T402	\$40,000

Budget Funding Year(s) 2009 (Grant Year)
(must match resolution)

Start Date 02/01/2010 End Date 1/31/2011

Funding Source

Tax Dollars _____

State Aid _____

\$40,000

(must match resolution)

Federal Aid 100%

Other _____