

**Robert P. Astorino**  
County Executive

Office for Women

Camille Failla Murphy  
Director

April 23, 2010

To: Board of Acquisition and Contract

From: Camille Failla Murphy  
Director, Office for Women

Re: Resolution authorizing the County of Westchester to enter into an agreement with Hope's Door, Inc. (formerly The Northern Westchester Shelter, Inc.) for a term of one year commencing January 1, 2010 and terminating December 31, 2010 in an amount not-to-exceed Ninety-Four Thousand One Hundred Sixteen Dollars (\$94,116) to be paid quarterly pursuant to the workplan and budget attached as Schedules A and B to provide state-mandated non-residential services in accordance with the Department of Social Services Consolidated Services Plan Amendment for Non-Residential Services for Victims of Domestic Violence.

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Attached for your consideration is a Resolution, which, if approved by your Board, would authorize the County of Westchester to enter into an agreement (the "Agreement") with Hope's Door, Inc., formerly The Northern Westchester Shelter, Inc. ("Hope's Door") to provide non-residential services for victims of domestic violence, whether eligible or ineligible for public assistance. The Agreement would be for a term of one year commencing January 1, 2010 and terminating December 31, 2010 in an amount not-to-exceed Ninety-Four Thousand One Hundred Sixteen Dollars (\$94,116), of which the County's share shall be Thirty-Seven Thousand Six Hundred Forty-Seven Dollars (\$37,647); New York State's share shall be Thirty-Six Thousand Seven Hundred Five Dollars (\$36,705); with Federal aid accounting for the remaining Nineteen Thousand Seven Hundred Sixty-Four Dollars (\$19,764). This Agreement is necessary to maintain Hope's Door's non-residential services in accordance with the Department of Social Services Consolidated Services Plan Amendment for Non-Residential Services for Victims of Domestic Violence. Payments will be made on a quarterly basis in accordance with the workplan and budget attached as Schedules A and B.

Section 459-c of the New York Social Services Law directs social services districts, such as the County, to offer and provide non-residential services to victims of domestic violence, whether eligible or ineligible for public assistance. Non-residential services programs must have the ability to provide the following services:

- 1.) Information and Referral services
- 2.) Advocacy
- 3.) Counseling
- 4.) Community education and outreach activities
- 5.) Hotline services

The proposed agreement will promote the public health, safety and general welfare by enhancing the safety and independence of abused women. If abused women are helped to become safe they are not as likely to experience physical and/or mental abuse by returning to dependence on their abusers, thereby reducing public safety costs and medical costs. If they are enabled to be independent and self-sufficient they are not as likely to be dependent on public assistance. To provide non-residential services to victims of domestic violence During the proposed contract term, it seeks to serve approximately 180 unduplicated victims, maintain an average monthly caseload of 135 cases, and assist 840 hotline callers.

The effectiveness of the non-residential program as well as client satisfaction will be determined by assessments conducted of a diverse cross-section of clients at varying stages of their involvement; and multi-lingual focus groups will be held along with client satisfaction surveys and follow-up questionnaires. Outcome results will be measured by the victim's ability to break the silence about family violence; demonstrate increased knowledge of domestic violence, safety and their options; develop and begin implementation of a safety plan, and identify their options and their goals. For example, in 2009:

- 95% of adults and children who received services were able to break the silence about the abuse in their lives
- 99% of adults and 95% of children demonstrated increased knowledge of abuse and abuser behaviors
- 95% of adults and 97% of children developed and began implementation of a safety plan;
- 97% of adults were able to identify their options and their goals
- 98% of children showed age-appropriate improvement in gross and fine-motor skills, cognitive skills and/or language skills

If this resolution were not approved, the safety and security of domestic violence victims would be compromised. Without receiving these vital support services, the probability of continued and escalating abuse is substantially increased. This may consequently endanger their lives and the lives of their children.

Payments will be made to Hope's Door, quarterly, for services rendered, in accordance with an approved budget. The Westchester County Office for Women will be responsible for monitoring Hope's Door's performance under this Agreement by means of site visits, as well as their monthly statistics and quarterly narratives.

Hope's Door has successfully provided such services to the County since 1992. Its numerous achievements have demonstrated how their much needed services are not only helping prevent future violence, but also assisting present victims to achieve safety and begin the healing process, which ultimately saves lives and taxpayer dollars.

Authority to exempt this agreement from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof, has been granted by your Board in accordance with a separate resolution of same date hereof.

To allow the County to meet the requirements of Chapter 53 of the Laws of 1991, I respectfully request and recommend the Board's approval of the attached resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-6-2010 - JOMARY VIEIRA, SECRETARY

# RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement with Hope’s Door, Inc., formerly The Northern Westchester Shelter, Inc. to provide non-residential services for victims of domestic violence for a term of one year commencing January 1, 2010 and terminating December 31, 2010 in an amount not-to-exceed Ninety-Four Thousand One Hundred Sixteen Dollars (\$94,116), of which the County’s share shall be Thirty-Seven Thousand Six Hundred Forty-Seven Dollars (\$37,647); New York State’s share shall be Thirty-Six Thousand Seven Hundred Five Dollars (\$36,705); with Federal aid accounting for the remaining Nineteen Thousand Seven Hundred Sixty-Four Dollars (\$19,764), to be paid quarterly pursuant to the workplan and budget attached as Schedules A and B; and be it further

**RESOLVED**, that this Agreement 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 this Agreement upon reasonable prior written notice; and be it further

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

Account to be Charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	11	111K	4380	T111	\$94,116

Budget Funding Year(s) 2010 Start Date 1/1/2010 End Date 12/31/2010  
 (Must Match Resolution)

\$94,116	
(Must Match Resolution)	
	FUNDING SOURCE    Tax Dollars <u>\$37,647</u> State Aid <u>\$36,705</u> Federal Aid <u>\$19,764</u>

**Schedule A - 2010  
Hope's Door, Inc.  
Nonresidential Program**

Period: January 1, 2010 through December 31, 2010

The proposed agreement will promote the public health, safety and general welfare by enhancing the safety and independence of victims of domestic violence and their children, if any. If abuse victims are helped to be safe, they are not as likely to return to dependence on their abusers, thereby reducing pain and suffering, public safety costs and medical costs. If they are enabled to be independent and self-sufficient they are not as likely to be dependent on public assistance. If children learn to break the cycle of violence, we can significantly reduce domestic violence in future generations, which would save additional public safety and medical costs.

Service	Projected Quantitative Outputs
<b>New Clients – Unduplicated Persons Per Month</b>	<b>15</b>
<b>Non-residential Services Case Load – Unduplicated Persons Per Month</b>	<b>135</b>
<b>Information and Referral – Combined Units of Service: General I&amp;R, Safety Planning and CVB</b>	<b>150</b>
<b>Advocacy – Units of Service</b>	<b>65</b>
<b>Adult Counseling – Units of Service</b>	<b>100</b>
<b>Adult Support Group – Units of Service</b>	<b>40</b>
<b>Children’ Services – Units of Service Combined Units: Counseling, Support Groups, Child Development, Child Care, Recreation/Socialization</b>	<b>175</b>
<b>Community Education and Awareness – Presentations</b>	<b>15</b>
<b>Community Education and Awareness – Presentations Audience</b>	<b>300</b>
<b>Community Education and Awareness – Outreach</b>	<b>35</b>
<b>Community Education and Awareness – Outreach Audience</b>	<b>450</b>
<b>Hotline Services – Number of Calls</b>	<b>70</b>

<p>FTE Analysis County Funds of \$94,116 represent about 1.5 FTEs</p>
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*File Name: 2010 Schedule A Nonresidential Work Plan Revised  
Save Date: 1/7/2010 12:59 PM*

## 2010 Schedule A – Nonresidential Services - Continued

### Projected Outcome Measures

#### 90% of adult victims will be able to...

1. Break the silence about family violence
2. Develop and implement plans for their safety
3. Evaluate their personal situation
4. Identify their options and goals
5. Achieve their goals
6. Learn how to better protect themselves in the future
7. Understand what a good relationship is
8. Increase their knowledge of abuse and abuser behaviors
9. Increase their knowledge of available community resources
10. Increase their knowledge about their legal rights
11. Begin to heal from the trauma of abuse
12. State that they are safer than when they first came to us

#### 90% of child victims (as age appropriate) will be able to...

1. Break the silence about family violence
2. Demonstrate increased knowledge about abuse
3. Develop and implement personal safety plans
4. Call 911
5. Identify one other safe person
6. Identify appropriate responses for self when angry
7. Identify appropriate responses for others when they are angry
8. If needed, reduce significantly the number of outbursts at home and school
9. Demonstrate improvement of gross or fine motor skills, language skills and/or cognitive skills
10. Begin to heal from the trauma of abuse and exhibit a greater sense of comfort and security

#### Evaluation Methods

The Northern Westchester Shelter staff members, board members, Victim Impact Panel members and/or other appropriate volunteers will use the following methods to assess for program effectiveness and client satisfaction.

1. To assess for program effectiveness, counselors in collaboration with the Executive Director will conduct assessments of a diverse cross-section of clients at varying stages of their involvement at least once annually and will extrapolate to total number served on the above outcome measurements.
2. To assess for client satisfaction, we will:
  - offer multi-lingual, culturally sensitive focus groups by persons other than those delivering the service;
  - offer multi-lingual, culturally sensitive client satisfaction surveys that may be submitted anonymously;
  - offer multi-lingual, culturally sensitive follow-up questionnaires that may be submitted anonymously.
3. As in the past, we will submit monthly statistical data to the Office for Women and quarterly summary and narrative.
4. We will actively participate in the Office for Women's site visits and evaluations.

## Schedule B - Budget

### Hope's Door, Inc. Non Residential Program

1/1/2010 to 12/31/2010

**Personnel:**

Funding Level   \$ 94,116                   (0)  
Crosscheck       \$ 94,116

Salaries

Name	Position	Yearly Salary	FTE	Amount
Gay French-Ottaviani	Domestic Violence Counselor - Counseling Supervisor	\$ 49,790	30%	\$ 15,067
Open	Domestic Violence Counselor	\$ 39,000	33%	\$ 12,896
Samantha Lee	Domestic Violence Counselor	\$ 38,220	25%	\$ 9,555
Dianne Prisco	Domestic Violence Counselor	\$ 32,500	23%	\$ 7,508
Andrea Conte	Domestic Violence Counselor (PT)	\$ 5,200	5%	\$ 1,300
Andrea Naso-Nord	Director of Outreach and Community Relations	\$ 60,580	25%	\$ 15,145
CarlLa Horton	Executive Director and Acting Nonresidential Director	\$ 81,640	14%	\$ 11,459
				-
			155%	72,930

Fringe (29%) 29%   21,186

**Total Salaries & Fringe** 94,116

**OTPS (Other than Personnel Services)**

Equipment  
Supplies  
Rent  
Utilities  
Maintenance  
Travel  
Miscellaneous                     

**Total OTPS** -

**Total Budget** 94,116