

George Latimer
County Executive

Department of Community Mental Health

Michael Orth, M.S.W.
Commissioner

71429

Date: September 03, 2019

To: Honorable Members
Board of Acquisition and Contract

From: Michael Orth, M.S.W.,
Commissioner, Department of Community Mental Health

Anthony A. Scarpino, Jr.,
Westchester County District Attorney

Subject: Request for authority to:

- 1) Enter into an agreement with the state of New York, acting by and through the New York State Division of Criminal Justice Services (“DCJS”) to accept a grant in the total amount of \$132,082, to fund the Reentry Task Force and Enhanced Services Grant Program, for the period from October 1, 2019 through September 30, 2020; and
- 2) Enter into sub-awardee agreements with the Mental Health Association of Westchester County, Inc. in an amount not to exceed \$2,632; with Westhab, Inc. in an amount not to exceed \$20,000; and with Westchester Independent Living Center, Inc. in an amount not to exceed \$6,450 for the period from October 1, 2019 through September 30, 2020, pursuant to approved budgets, to provide various support services to assist individuals returning from prison to transition back into the community.

Authority is requested for the County of Westchester (the “County”) to enter into an agreement with DCJS, in order to accept a grant in the amount of \$132,082, that will be used by the Department of Community Mental Health (“DCMH”) to operate the Reentry Task Force and Enhanced Services Grant Program, for the period from October 1, 2019 through September 30, 2020 (the “Grant Agreement”).

Authority is also requested for the County to enter into sub-awardee agreements with the Mental Health Association of Westchester County, Inc. (“MHA”) in an amount not to exceed \$2,632; Westhab, Inc. (“Westhab”) in an amount not to exceed \$20,000; and Westchester Independent Living Center (“WILC”) in an amount not to exceed \$6,450, for the period from October 1, 2019 through September

30, 2020, pursuant to approved budgets, to provide various support services to assist individuals returning from prison to transition back into the community. The balance of the state funds in the amount of \$103,000 and the County funds in the amount of \$81,893 will be used to help support the salary and fringe benefits of one position in DCMH to serve as Reentry Coordinator.

The objective of this grant is to reduce crime and recidivism by continuing a multi-agency Westchester County Reentry Task Force (“WCRTF”) that promotes the general health and public safety of the citizens of Westchester by assisting individuals released from state prison to transition successfully back into their communities in Westchester. The WCRTF works to accomplish this goal by identifying reentry resources as well as barriers to reentry in Westchester County. In addition, the WCRTF works with government and not for profit partners in the County to link reentrants to needed services such as alcohol and substance abuse treatment, mental health treatment, housing and employment services. All individuals assisted by the WCRTF are on Parole, under the supervision of the NYS Division of Corrections and Community Supervision (“DOCCS”). The WCRTF shall submit quarterly reports to DCJS for its review and approval.

District Attorney Anthony A. Scarpino, Jr., Department of Community Mental Health Commissioner Michael Orth and New Rochelle Area Parole Office Bureau Chief Thomas Knadler are the Co-Chairs of the WCRTF. The District Attorney’s Office directs the WCRTF.

Pursuant to the contract with **MHA**, MHA will manage the funds the WCRTF uses to address some emergency needs of reentrants. Such include MetroCards to assist with costs for transportation to services and programs to which reentrants are referred, fees for NYS identification, birth certificates and other records needed for identification and employment, and similar items. Any distribution of funds will be accounted for by the Reentry Coordinator and will be consistent with the terms of the grant and this contract. This contract will help meet the reentry needs of this returning population in a manner that promotes the safety and best interests of the people of Westchester County.

Pursuant to the contract with **Westhab, Inc.**, Westhab will provide Case Manager services. The Case Manager will be an employee of Westhab who will work part-time for the WCRTF. The Case Manager will be responsible for conducting assessments of reentrants’ needs; providing referrals to such needed services as substance abuse treatment, mental health treatment, Moral Reconciliation Therapy (MRT) groups, Thinking for a Change (T4C) groups, Ready, Set, Work! (RSW) groups, anger management, domestic violence counseling, education and employment services, housing, family reunification and other services that address criminogenic and stabilization needs and are consistent with Conditions of Parole. The Case Manager also assists reentrants with applications for DSS, ACCES, copies of Birth Certificates, Social Security and NYS Identification cards, and provides MetroCards for reentrants’ transportation to these offices and programs. The Case Manager maintains contact with program providers to monitor reentrants’ progress and communicates with the Reentry Coordinator and Parole Officers. In addition, the Case Manager maintains detailed records of these services and interactions with reentrants, and this information is compiled and reported, as required, to DCJS by the Reentry Coordinator. Westhab is uniquely suited to provide these case manager services. Westhab is the only Westchester County organization with a record of successfully serving populations with the special circumstances (e.g., homeless, inadequately housed, veterans, former offenders) that are comparable to our reentry population with case management, housing and employment services. Moreover, Westhab is a DOCCS contract provider of case management, shelter and employment services. Westhab is the only agency providing this combination of services in a manner specifically tailored to our high risk population of returning felony offenders. By assisting with critical needs of this population for stability, necessary services and housing, Westhab will provide services that promote public safety and the best interests of the people of Westchester County.

Pursuant to the contract with **WILC**, WILC will provide the DCJS approved Cognitive Behavioral Therapy Intervention - Moral Reconciliation Therapy (“MRT”) program for reentrants. MRT is an evidence-based, best practices cognitive behavioral intervention. WILC staff members trained and certified in MRT will facilitate three groups of the MRT curriculum, at the specified 16 sessions. Each of the three groups will accommodate up to 20 participants for a maximum of 60 participants. WILC will provide these groups at its White Plains location. In addition, during the previous Reentry grant period, WCRTF had endorsed and WILC had financially supported one of the WILC MRT trained staff members to participate in the three week DCJS- Offender Workforce Development Specialist (“OWDS”) training in Albany. State certification in OWDS provides a qualified facilitator with the credentials to facilitate the DCJS approved, evidence based, and best practices employment readiness group – Ready, Set, Work (“RSW”). RSW is specifically designed for criminal justice involved individuals seeking to obtain and maintain employment. Now having a state certified OWDS facilitator, WILC has offered two RSW groups at no cost to WCRTF. WILC is an established not for profit that provides resources and advocacy, including a wide spectrum of diverse services, for individuals with disabilities, throughout the lower Hudson Valley. This contract will help meet the reentry needs of this returning population in a manner that promotes the safety and best interests of the people of Westchester County.

The agreement to accept a grant from DCJS does not constitute procurement and as such is not subject to the requirements of the Westchester County Procurement Policy. The sub-awardee Agreements with MHA, Westhab, and WILC are exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)xvii thereof which exempts procurements “to provide care, treatment, counseling, referral or rehabilitative or preventative services to the mentally ill, mentally retarded, developmentally disabled and those suffering from the disease of alcoholism or substance abuse.”

We certify that our departments, a.) have copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the “Grant Terms”), b.) have reviewed the Grant Terms, c.) are aware of and understands all of the Grant Terms, and d.) can and will comply with all of the Grant Terms.

Wherefore, authority is respectfully sought for the County to enter into these agreements.

MO/BL/TP/

RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health and the District Attorney, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to 1) enter into an Agreement with the New York State Division of Criminal Justice Services to accept a grant in the amount of \$132,082.00 for the Department of Community Mental Health to operate the Reentry Task Force and Enhanced Services Grant Program, for the program period from October 1, 2019 through September 30, 2020; and 2) enter into sub-awardee agreements with the Mental Health Association of Westchester County, Inc. in an amount not to exceed \$2,632; Westhab, Inc. in an amount not to exceed \$20,000; the Westchester Independent Living Center, Inc. in an amount not to exceed \$6,450, for the period from October 1, 2019 through September 30, 2020, pursuant to approved budgets, to provide various support services to assist individuals returning from prison to transition back into the community; and be it further

RESOLVED, that the Agreements with the three (3) sub-awardees are subject to County appropriations; and be it further

RESOLVED, that the Agreements with the three (3) sub-awardees are 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 these Agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the sub-awardees, then the sub-awardees shall have the right to terminate these Agreements upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase or unit	Object/ Sub-Object	Trust Account	Dollars
263	26	836U	9854	T836	132,082
263	26	836U	9855	T836	81,893
263	26	836U	4380	T836	29,082
263	26	836U	Various	T836	184,893

Budget Funding Year(s) 2019/2020 Start Date: 10/01/19 End Date: 09/30/2020
(must match resolution)

Funding Source Tax Dollars: \$81,893
State Aid: \$132,082
Federal Aid _____
Other _____

\$213,975
(must match the resolution)