



George Latiner  
County Executive

Department of Social Services

Kevin McGuire  
Commissioner

**72702**

DATE: November 12, 2019

TO: Board of Acquisition and Contract

FROM: Kevin McGuire  
Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into a contract with Family Services of Westchester, Inc. for the provision of the Enriched Housing Program at Maple House, an assisted living type program, designed to meet the needs of physically frail adults, sixty two (62) or older, who need support in order to remain living independently in the community for the term from January 1, 2020 through December 31, 2020 in an amount not to exceed \$43,259 to be paid pursuant to an approved budget and subject to appropriations.

The County of Westchester (“County”), acting by and through its Department of Social Services (“Department”), is hereby requesting permission to enter into an agreement with Family Services of Westchester, Inc. for the provision of case management and other support services in the Enriched Housing Program at Maple House, an assisted living type program, designed to meet the needs of physically frail adults, sixty two (62) or older who need support in order to remain living independently in the community for the term from January 1, 2020 through December 31, 2020 in an amount not to exceed \$43,259 to be paid pursuant to an approved budget and subject to appropriation (“Agreement”). Program participants are referred from a variety of sources including Protective Services for Adults and Housing Programs. Maple House provides meals, home health care (to ensure medication compliance), nursing, transportation, case management and activities in order to help these individuals remain independent and out of more costly systems and/or living arrangements.

The Agreement will serve a **public purpose** by providing resident services, medical assistance services, and case management services to the eligible elderly, frail

and disabled recipients, and at the same time, ensuring their independence, personal dignity, and freedom of choice in a less costly and less restrictive alternative to a Nursing Home.

The **goals and objectives** of the Agreement are to support vulnerable populations and enable older adults to continue to live independently in Westchester County.

These **goals and objectives are in the best interests of the County in terms of public health** as they are aimed at providing an alternate level of care and support for those program participants referred to these services. Further, they are in the **best interests of the County regarding fiscal responsibility** in that the support provided by Maple House results in a decreased reliance on County resources such as Protective Services for Adults and the homeless shelter system.

**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 staff in order to swiftly address any impediments to the program's success. The Department is able to report that as part of the Performance Measurement Indicators, seventeen (17) individuals received supported services through the Enriched Housing Program at Maple House in 2019. None of the individuals returned to the county shelter system.

The Agreement is exempt from the Westchester County Procurement Policy pursuant to Sections 3(a) viii and 3(a) xiv of that document as the populations served under this agreement are persons in need of public assistance and support due to physical and health related problems.

The Agreement 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 the federal funding for this program falls under the Social Service Block Grant.

A resolution requesting your Honorable Board's approval is attached herewith.

## RESOLUTION

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

**RESOLVED**, that the County of Westchester (“County”), acting by and through its Department of Social Services, is hereby authorized to enter into a contract with Family Services of Westchester, Inc. for the provision of case management and other support services in the Enriched Housing Program at Maple House, an assisted living type program, designed to meet the needs of physically frail adults, sixty-two (62) or older who are in need of public assistance and support in order to remain living independently in the community for the term commencing on January 1, 2020 and expiring on December 31, 2020, in an amount not to exceed \$43,259 to be paid pursuant to an approved budget; and be it further

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

**RESOLVED**, that the County Executive or his authorized designee is empowered to execute any document necessary to implement this resolution.

Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2020	101	22	8900	5960	-----	\$43,259

Budget Funding Year(s): 2020 Start Date: 01/01/20 End Date: 12/31/20  
(must match resolution)

Funding Source:

**\$43,259**  
(must match the resolution)

Tax Dollar: 26%  
State Aid: 42%  
Federal Aid: 32%  
Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2019 - LISA MARIJAN SECRETARY