



George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**80970**

**DATE:** November 24, 2020

**TO:** Honorable Members of the Board of Acquisition and Contract

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

**SUBJECT: Authority for the County to enter into an agreement with Family Services of Westchester, Inc. to provide Preventive Respite Services for the term January 1, 2021 through December 31, 2021 in the total amount not to exceed \$244,092, to be paid pursuant to an approved budget, and subject to appropriations.**

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Authority is requested from your Honorable Board for the County of Westchester ("County"), acting by and through its Department of Social Services ("Department"), to enter into an agreement with Family Services of Westchester, Inc. ("FSW") to provide preventive respite services for the term from January 1, 2021 through December 31, 2021 in the not to exceed amount of \$244,092 (the "Agreement"), to be paid pursuant to an approved budget and subject to appropriations. FSW has provided the County with preventive respite services since 2006 and has demonstrated service delivery and excellent program outcomes.

The proposed Agreement will provide respite care and services which are mandated services pursuant to 18 New York Code of Rules and Regulations §§ 423 (19), 435.1, 435.2, 435.3 (a) & (b). Respite care and services include the provision of brief and temporary care and supervision of children for the purpose of relieving parents or foster parents of the care of such children or foster children when the family or foster family needs immediate relief in order to be able to maintain or restore family functioning. These services also provide relief for foster parents from the stress of providing care for a severely handicapped or emotionally disturbed foster child or for a foster child with a chronic or recurring illness. The proposed agreement will help to relieve caregivers' stress, will help to reduce the likelihood of child abuse and maltreatment, and will support family functioning. The services to be provided will include

traditional respite beds, recreational respite activities and early childhood respite services and activities. The traditional respite beds will be provided at a per diem cost. Both Westchester County DSS and the contractor recognized this is not the preferred method of respite. However, when necessary, this service will be available. The Recreational Respite program will serve children ages 6-17 including providing assessments of the youths' interest, skills and hobbies and matching the youth to group activities including, but not limited, to ice skating, bowling, hiking, cultural events, community events and weekend trips; providing two supervised activities per month. The Early Childhood respite provides services and supports for children 0 - 5 years of age and their parents. These services include, but are not limited to, the provision of an in home individualized parent assessment. The assessment identifies areas to promote and encourage healthy attachments, reduce isolation in the community, support and empower parents to identify and establish community based supports, services and programs to reduce the stressors of parenting and build natural community and family supports and respite opportunities.

The portion of this agreement that is federally funded is reimbursable through the Federal Child Care Block Grant which is exempt from the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule). This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xiv) thereof.

The Agreement will serve the public purpose of helping children who are at risk of foster care placement obtain services to help maintain and/or restore family functioning. This in turn has the goal of reducing the need for foster care placements and thereby, saving taxpayer funds.

**Based on the Performance Measurement Indicators, the Department is able to report** that from January 1, 2020 through September 30, 2020, Family Services of Westchester, Recreational Respite, with a yearly capacity to service 30 families annually, has serviced 44 children and 22 families to date. During this period, 100% of children demonstrated an improvement in communication and/or social skills as reported by school staff, by recreational respite staff and or community-based providers, within the month and 93% of progress notes have been entered within 5 business days.

A resolution is annexed hereto, which I recommend for your favorable consideration.

KMM/DI  
Attachment

## 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 (“Department”), is hereby authorized to enter into an agreement with Family Services of Westchester, Inc. (“FSW”), to provide preventive respite care for the term from January 1, 2021 through December 31, 2021 in the not to exceed amount of \$244,092, to be paid pursuant to an approved budget, and be it further

**RESOLVED**, that this Contract 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 (“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 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 impact of any such budget(s) 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 and all documents necessary to effectuate the purposes hereof.

Account to be Charged/credited

**2021**

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	22	8900	5960		\$244,092

Budget Funding Year(s) :  
(must match resolution)

2021

Start Date 1/1/2021

End Date 12/31/2021

Funding Source

Tax Dollars: 49%

State Aid: 30%

Federal Aid: 21%

Other: N/A

\$244,092

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/10/2020 - LISA M. RIJAJ, SECRETARY