



**Office of the District Attorney**  
County of Westchester

**MEMORANDUM**

**OnBase: 81811**

December 22, 2020

TO: HONORABLE MEMBERS BOARD OF  
ACQUISITION AND CONTRACT

FROM: MIRIAM E. ROCAH  
DISTRICT ATTORNEY

RE: **RESOLUTION AUTHORIZING THE COUNTY OF WESTCHESTER TO ENTER INTO 1) A RENEWAL AGREEMENT WITH THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES TO ACCEPT A GRANT IN AN AMOUNT NOT TO EXCEED \$166,692.00 FOR THE DISTRICT ATTORNEY'S OFFICE TO OPERATE THE MULTIDISCIPLINARY TEAM AND CHILD ADVOCACY CENTER GRANT PROGRAM FOR THE PERIOD FROM FEBRUARY 1, 2021 THROUGH JANUARY 31, 2022; AND 2) TWO (2) AGREEMENTS WITH WESTCHESTER JEWISH COMMUNITY SERVICES, INC., IN AN AMOUNT NOT-TO-EXCEED \$19,001.00, AND WITH THE WESTCHESTER INSTITUTE FOR HUMAN DEVELOPMENT, IN AN AMOUNT NOT-TO-EXCEED \$41,906.00, COMPRISED OF STATE FUNDS AND \$34,634.00 IN COUNTY TAX DOLLARS, PURSUANT TO APPROVED BUDGETS, FOR PURPOSES OF IMPLEMENTING THE GRANT, FOR THE PERIOD FROM FEBRUARY 1, 2021 THROUGH JANUARY 31, 2022.**

Authority is sought for the County of Westchester (the "County"), acting by and through its Office of the District Attorney (the "District Attorney's Office" or "DA's Office") to enter into 1) a renewal agreement (Contract No. C027955) with the New York State Office of Children and Family Services (the "OCFS") to accept a grant in an amount not to exceed \$166,692.00 in state funds ("Grant") for the District Attorney's Office to operate the Multidisciplinary Team ("MDT") and Child Advocacy Center ("CAC") grant program (the "Grant Program" or "MDT/CAC Grant Program"), for the period from February 1, 2021 through January 31, 2022; and 2) two (2) agreements with Westchester Jewish Community Services, Inc. (the "WJCS"), in an amount not-to-exceed \$19,001.00, and with the Westchester Institute for Human Development (the "WIHD"), in an amount not-to-exceed \$41,906.00, comprised of state funds and \$34,634.00 in County tax dollars, pursuant to approved budgets, for the purpose of implementing the Grant Program, both for the period from February 1, 2021 through January 31, 2022.

The MDT/CAC Grant Program provides the funding necessary for the coordination of all investigations that pertain to all suspected child abuse or maltreatment throughout Westchester County. It enables the successful investigation and prosecution of child abuse

cases and comprehensive allocation of services for the therapeutic treatment of child victims. This process is coordinated through the Investigations Information Coordinator (“IIC” or “MDT IIC”) who ensures all team members are joined in any specific investigation and attend scheduled forensic interviews and medical exams of the child victim at the Child Advocacy Center. This process has successfully limited child victims from being interviewed more than once by multiple agencies and preserved crucial prosecutorial evidence which has well enhanced prosecutorial cases. The MDT/CAC Grant Program not only provides child victims a safe friendly environment to receive medical and therapeutic services, but also a place where a child can report any occurring abuse to law enforcement officials.

Pursuant to the contract with WJCS, the agency will provide Mental Health Coordinators (“MHC”) who will be available to the victim and family during the interview and examination process and a supervisor who will oversee the MHC to ensure that team services are being provided.

Pursuant to the contract with WIHD, the CAC Director (“Director”) who works for WIHD will provide staff and programmatic oversight to the CAC. The Director will facilitate the monthly MDT case review meeting as well as the MDT/CAC planning committee in close relationship with the DA’s Office and the MDT IIC. The part-time forensic interviewer works for WIHD and conducts forensic interviews of children referred to the CAC for a multidisciplinary team assessment

In addition, a portion of the Grant funds will be used directly by the District Attorney's Office to provide a Senior Domestic Violence Aide who will act as the MDT investigations information coordinator. This coordinator will review reports of child abuse to the State Central Registry provided by Child Protective Services (“CPS”) to the District Attorney's Office and ensure that timely notification of cases is made to law enforcement, CPS, and the Child Advocacy Coordinator.

The goals and objectives of the Grant are to prevent duplication of interviews, increase the use of the Children’s Advocacy Center by law enforcement, enhance prosecution by the immediate collection of evidence and help the establishment of state approved protocols for Westchester’s MDT/CAC.

The goals and objectives are in the best interest of the County in terms of public safety by promoting the health, safety and welfare of children who have been the victims of abuse or are suspected of being victims of abuse by enabling the County to increase the use of the Children’s Advocacy Center, limit the number of child interviews, encourage sound forensic interviews and investigations, and assist the County in State approval of the Multidisciplinary Team.

The goals and objectives will be monitored by the Office of the District Attorney and quarterly progress reports are submitted to the OCFS for their review and approval.

Because the agreement with OCFS is for the acceptance of grant funds, it does not constitute a procurement and, as such, is not subject to the Westchester County Procurement Policy.

The agreements with WJCS and WIHD are also exempt from the Westchester County Procurement Policy pursuant to Sections 3(a)(viii) and 3(a)(xviii) thereof.

I certify that my department, a.) has 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.) has reviewed the Grant Terms, c.) is aware of and understands all of the Grant Terms, and d.) can and will comply with all of the Grant Terms.

Accordingly, approval of the attached resolution is most respectfully requested.

MER/SV/CMC

APPROVED BOARD OF ACQUISITION & CONTRACTS 01/21/2023 JOHN COCCARDI, SECRETARY

**RESOLUTION**

Upon communication from Miriam E. Rocah, District Attorney, be it hereby,

**RESOLVED**, that the County of Westchester is authorized to 1) enter into an agreement with the New York State Office of Children and Family Services to accept a grant in an amount not to exceed \$166,692.00 to operate the Multidisciplinary Team and Child Advocacy Center Grant (the “Grant”) for the period from February 1, 2021 through January 31, 2022; and 2) enter into two (2) agreements with Westchester Jewish Community Services, Inc. (“WJCS”), in an amount not-to-exceed \$19,001.00, and with the Westchester Institute for Human Development (“WIHD”), in an amount not-to-exceed \$41,906.00, comprised of state funds and \$34,634.00 in County tax dollars, pursuant to approved budgets, for purposes of implementing the Grant, for the period from February 1, 2021 through January 31, 2022; and be it further

**RESOLVED**, that the agreements with WJCS and WIHD are subject to County Appropriations; and be it further

**RESOLVED**, that the agreements with WJCS and WIHD are also subject to the further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of these agreements. 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 the Agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to WJCS and WIHD, then WJCS and WIHD shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the District Attorney or her duly authorized designee is hereby empowered to execute any and all documents necessary to accomplish the purposes of this resolution.

Account to be charged

Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub Object	Trust Account	Dollars
263	37	850W	9854	T850	\$166,692
101	37	0010	4912		\$34,634
263	37	850W	4380	T850	\$60,907

Budget Funding Year(s) 2021 Start Date 02/01/21 End Date 01/31/22  
(must match resolution)

Funding Source: Tax Dollars \$34,634  
State Aid \$\$166,692  
Federal Aid \$0  
Other :\$ 0

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/21/2021 - JOAN COCCIARDI, SECRETARY