

[81943]

DATE: January 5, 2021

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into an agreement with Coordinated Care Services, Inc., pursuant to which they will provide various services concerning the funding the County receives from New York State for mental health services, for a term commencing on January 1, 2021 and continuing through December 31, 2021, for an amount not to exceed \$44,300.00.

---

Authority is respectfully requested for the County of Westchester (the "County"), acting by and through its Department of Community Mental Health (the "Department"), to enter into an agreement with Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide various services (the "Services") concerning the funding the County receives from New York State for mental health services (the "State Aid"), for a term commencing on January 1, 2021 and continuing through December 31, 2021, for an amount not-to-exceed \$44,300.00, payable pursuant to an approved budget.

The Services will include the following, which will be paid for with State funds: providing technical assistance in monitoring and evaluation activities associated with the program and fiscal management of the Community Support Services program funded through State Aid; managing State Aid allocations; providing Consolidated Fiscal Report ("CFR") training to service providers; providing training and technical assistance to services providers with cost reports and reconciling the closeouts for maximizing revenues for community support services; and providing technical assistance in preparing the County's CFR.

The proposed agreement will serve a public purpose by providing the County with the Services, which will help ensure that the County can best manage and utilize the State Aid.

The goal and objective of the proposed agreement is to provide the County with the Services, in order to ensure that the County can best manage and utilize the State Aid.

The goals and objectives of the proposed agreement are in the best interests of the County in terms of both fiscal responsibility and health and the environment, as improved performance by the County in terms of its management and utilization of State Aid will bolster the Department's qualifications to receive and ability to manage State Aid. Additional and better-managed State

Aid will allow the Department to provide County residents with programs that improve their social and emotional well-being.

The goals and objectives of the proposed agreement will be tracked and monitored by the staff of the Department of Community Mental Health.

Authority to exempt this agreement from the requirements of the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, has been submitted to your Honorable Board in accordance with a separate resolution of even date herewith.

I recommend your favorable consideration of the annexed proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/28/2021 - LISA M. IAJ, SECRETARY

**RESOLUTION**

Upon a communication from the Commissioner of the Department of Community Mental Health, be it hereby:

RESOLVED, that the County of Westchester (the "County") acting by and through its Department of Community Mental Health (the "Department"), is hereby authorized to enter into an agreement with Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide various services concerning the funding the County receives from New York State for mental health services, for a term commencing on January 1, 2021 and continuing through December 31, 2021, for an amount not-to-exceed \$44,300.00, payable pursuant to an approved budget; 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 is authorized to execute all instruments and to take any and all 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	26	522W	4380	T522	\$44,300.00
263	26	522W	9854	T522	\$44,300.00

Budget Funding Year(s) \_\_\_\_\_ Start Date 1/1/2021 End Date 12/31/2021  
(must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
State Aid \$44,300.00  
Federal Aid \_\_\_\_\_  
\$44,300.00 Other \_\_\_\_\_  
(must match resolution)