

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

**88919**

**DATE:** November 17, 2021

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

**FROM:** Leonard G. Townes  
Commissioner, Department of Social Services

Robin Schlaff  
Director, Office for Women

**SUBJECT:** Authority to enter into an agreement with Brooke Walsh for full-time consulting services to assist victims of domestic violence in securing safe, temporary shelter and to provide assistance to victims and their household members in linkage to supportive services, for a term commencing January 1, 2022 and continuing through December 31, 2022 for an amount not to exceed \$90,200.00 payable monthly pursuant to an approved budget.

---

The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Department of Social Services, (the "County"), to enter into an agreement (the "Agreement") with Brooke Walsh, pursuant to which Brooke Walsh will provide full-time consulting services to assist domestic violence victims to secure safe, temporary shelter and to provide assistance to victims and their households with referrals and linkages to supportive services with the long range goal of client self-sufficiency, for a term commencing January 1, 2022 and continuing through December 31, 2022, for an amount not to exceed \$90,200.00 payable monthly pursuant to an approved budget.

In addition, Ms. Walsh will conduct domestic violence assessments and reassessments for waivers from Temporary Assistance requirements if those requirements would place the recipients at further risk or prevent them from escaping the abuse as per the Family Violence Option Act of 1997. Ms. Walsh will also be responsible for determining fiscal responsibility for Westchester County residents at out of county domestic violence shelters in New York State and forwarding temporary assistance applications for these customers to the White Plains Home Unit to establish eligibility.

The proposed Agreement will serve a public purpose by ensuring the immediate health, safety and welfare of the victims of domestic violence in the County of Westchester by providing them with access to safe temporary shelter and linkage to supportive services.

The goals and objectives of the proposed Agreement are to aid victims of domestic violence in securing safe, temporary shelter and to provide assistance to victims and their household members in linkage to supportive services with the long range goal of client self-sufficiency.

The goals and objectives of the proposed Agreement are in the best interests of the County in terms of public health and public safety as the overall goal is to protect the health and safety of domestic violence victims. This program provides linkages to mental health providers and other healthcare providers who are vital to the safety and survival of victims.

The goals and objectives of the proposed Agreement are in the best interests of the County in terms of fiscal responsibility as the supportive services provided by this program focus on assisting victims to become self-sufficient.

The goals and objectives of the proposed Agreement will be tracked and monitored using Performance Measurement Indicator ("PMI") Reports developed by the County. Ms. Walsh will be required to submit to the County quarterly statistical reports on all activities related to the program.

To date during the 2021 contract term, Ms. Walsh's PMI Reports reflect that the program has met its goal, and Ms. Walsh has assisted 100% of appropriate referrals. This service effectively provides information and referrals to victims of domestic violence and household members. From January 1, 2021 through September 30, 2021, the following outcomes were achieved by Ms. Walsh:

- 209 customers received services
- 142 customers were provided with information and referrals
- 42 customers received assistance with placement moves

The proposed Agreement is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) (xiv) thereof as the population served under this program is in need of public assistance by way of temporary housing accommodations and linkage to community based supportive services. This contract 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 Social Service Block Grant.

Accordingly, the County of Westchester, acting by and through its Department of Social Services, is requesting authority to enter into an agreement with Brooke Walsh for the above stated purpose.

An appropriate resolution is annexed herewith for your Honorable Board's approval.

## RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services and the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester is authorized to enter into an agreement (the "Agreement") with Brooke Walsh for full-time consulting services to assist victims of domestic violence in securing safe, temporary shelter and to provide assistance to victims and their household members in linkage to supportive services, for a term commencing January 1, 2022 and continuing through December 31, 2022 for an amount not to exceed \$90,200.00, payable monthly 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 be and hereby is authorized and empowered to execute any and all documents and take any actions necessary to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACTS - 2/16/2022 RAYMOND SCULKY, SECRETARY

Charged/Credited

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2022	101	22	8900	5850	-----	\$90,200.0 0

Budget Funding Year (s): 2022  
12/31/2022

Start Date: 1/1/2022

End Date:

Funding Source:

**\$90,200.00**  
(must match resolution)

Tax Dollars: 1%

State Aid: 0%

Federal Aid: 99%

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/16/2021 - RAYMOND SCULKY, SECRETARY