

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

92799

DATE: April 26, 2022

TO: Board of Acquisition and Contract

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

RE: Resolution authorizing the County of Westchester to enter into an Agreement with the Child Care Council of Westchester, Inc. ("CCCW") whereby CCCW will provide the services of a Subsidy Support Specialist who will help to identify and assist eligible families with successful navigation through the child care subsidy system for the period from January 1, 2022 through December 31, 2022 in an amount not to exceed \$79,354, to be paid pursuant to an approved budget and subject to appropriation.

Authority is requested for the County of Westchester ("County"), acting by and through its Department of Social Services ("Department"), to enter into an Agreement with the Child Care Council of Westchester, Inc. ("CCCW") whereby CCCW would provide the services of a Subsidy Support Specialist who will help to identify and assist eligible families with successful navigation through the Child Care Subsidy System for the period from January 1, 2022 through December 31, 2022 in an amount not to exceed \$79,354, to be paid pursuant to an approved budget and subject to appropriation.

The services to be provided pursuant to this Agreement serve a public purpose by providing information and linkage to the eligible families who can take advantage of the existing Child Care Subsidy Support Services to receive quality and safe child care providers, thereby eliminating the impediment to seeking full time employment by this population.

The goals and objectives of the proposed Agreement are as follows:

1. Increase eligible families' awareness of the Child Care Subsidy Program
2. Assist families in successfully navigating the Child Care Subsidy system
3. Assist with child care/after school programs and providers
4. Increase families' awareness of their child care options and the importance of quality

5. Assist with communication between the Department of Social Services (DSS) Child Care Subsidy Unit and the child care/after school programs and providers

The goals and objectives will be tracked and monitored to evaluate success through the monitoring of established performance measurement indicators developed by the Department. They include, but not limited to, review of various reports submitted by the Council and onsite visits.

The goals and objectives are in the best interests of the County in terms of fiscal responsibility in that the targeted population can take advantage of the existing Child Care Subsidy Support Services to receive quality and safe child care providers and thereby eliminate the impediment to seeking full time employment which in turn brings financial advantage to this population and the County as well.

Based on the Performance Measurement Indicators, in 2021 the Child Care Council ("the Council") assisted 1,198 families with our Subsidy Support Services which included answering questions about subsidy rules and regulations, prescreening families for eligibility, helping families with the application process and submitting applications on behalf of families. The Council helped 540 families navigate and submit 174 applications and/or support documents. The Child Care Subsidy Unit shared the determination of 160 of these applications, indicating that 61% were approved for child care subsidy. The collaboration between the Council and the Child Care Subsidy Unit of DSS was integral to our successful execution of this contract.

The authority to exempt the procurement of this Agreement from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xxi thereof has been requested through a separate resolution with even date.

Accordingly, the County is seeking your Honorable Board's permission to enter into an agreement with the Child Care Council of Westchester, Inc. as stated above.

Approval of the attached Resolution is most respectfully requested.

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
WESTCHESTER COUNTY SECRETARY

## R E S O L U T I O N

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

RESOLVED, that the County of Westchester is authorized to enter into an Agreement with the Child Care Council of Westchester, Inc. ("CCCW") whereby CCCW will provide the services of a Subsidy Support Specialist who will help to identify and assist eligible families with successful navigation through the Child Care Subsidy System for the period from January 1, 2022 through December 31, 2022 in an amount not to exceed \$79,354, to be paid pursuant to an approved budget; and be it further

RESOLVED, 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 the 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 authorized designee is hereby authorized to execute any documents necessary to implement the Resolution.

APPROVED BOARD OF ACQUISITION & CONSTRUCTION  
COUNTY OF WESTCHESTER  
DIAMOND CULLINANE SECRETARY

Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2021	101	22	8900	5960		\$79,354

Budget Funding Year(s): 2022 Start Date: 01/01/2022 End Date: 12/31/2022  
(must match resolution)

Funding Source

\$79,354.00

(must match resolution)

Tax Dollars: 100%

State Aid: 0%

Federal Aid: 0%

Other: N/A

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/19/2022 - RAYMOND SCULKY, SECRETARY