

County of Albany

Harold L. Joyce
Albany County Office Building
112 State Street - Albany, NY 12207



Meeting Agenda

Tuesday, May 25, 2021

5:30 PM

Held Remotely

Social Services Committee

PREVIOUS BUSINESS:

1. APPROVING PREVIOUS MEETING MINUTES

CURRENT BUSINESS:

2. AUTHORIZING AGREEMENTS REGARDING THE HEALTHY FAMILIES HOME VISITING PROGRAM
3. AUTHORIZING AN INTERDEPARTMENTAL AGREEMENT BETWEEN THE DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES AND THE ALBANY COUNTY PROBATION DEPARTMENT
4. AUTHORIZING AN AGREEMENT WITH CORNELL COOPERATIVE EXTENSION REGARDING THE HOME ENERGY ASSISTANCE PROGRAM (HEAP)
5. AUTHORIZING AN AGREEMENT WITH MATTRESS AND RUG OUTLET AS A PROVIDER OF HOME ESTABLISHMENT FURNISHINGS

County of Albany

*Harold L. Joyce
Albany County Office Building
112 State Street - Albany, NY 12207*



Meeting Minutes

Tuesday, April 27, 2021

5:30 PM

Held Remotely

Social Services Committee

PREVIOUS BUSINESS:

Present: Legislator Samuel I. Fein, Legislator Frank J. Commisso, Merton D. Simpson, Mickey Cleary, Carolyn McLaughlin, Nathan L. Bruschi, Patrice Lockart, Jeff S. Perlee and Christopher H. Smith

1. APPROVING PREVIOUS MEETING MINUTES

A motion was made that the previous meeting minutes be approved. The motion carried by a unanimous vote.

CURRENT BUSINESS:**2. AUTHORIZING AN AGREEMENT WITH SALIENT CORPORATION REGARDING ANNUAL MAINTENANCE AND USER LICENSING COSTS ASSOCIATED WITH SALIENT DATA MINING SOFTWARE**

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

3. AUTHORIZING AGREEMENTS WITH THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE CHILDREN'S ADVOCACY CENTER AND SIDS OF PENNSYLVANIA CRIBS FOR KIDS AND AMENDING THE 2021 DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES BUDGET

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

4. AUTHORIZING PRESCHOOL EDUCATION SERVICE AGREEMENTS FOR CHILDREN WITH SPECIAL NEEDS AGES 3-5

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

5. AUTHORIZING AN AGREEMENT WITH SPOTTED ZEBRA LEARNING CENTER REGARDING INDIVIDUALIZED EDUCATION PROGRAMS FOR CHILDREN AGES 3-5

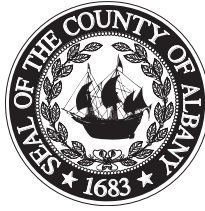
A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

6. AUTHORIZING AN AGREEMENT WITH SCHENECTADY COUNTY REGARDING THE PROVISION OF PRESCHOOL EVALUATION SERVICES

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.

7. AUTHORIZING AN AGREEMENT WITH NEW YORK STATE OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE REGARDING THE EMERGENCY RENTAL ASSISTANCE PROGRAM

A motion was made to move the proposal forward with a positive recommendation. The motion carried by a unanimous vote.



COUNTY OF ALBANY

DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES

112 STATE STREET – SUITE 300

ALBANY, NEW YORK 12207

(518) 447-7324 - FAX (518) 447-7578

www.albanycounty.com

DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
DEPUTY COMMISSIONER

April 29, 2021

Hon. Andrew C. Joyce, Chairman
Albany County Legislature
112 State St., Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

Enclosed is our Request for Legislative Action for permission to renew contracts with New York State Office of Children and Family Services and Parsons for the Healthy Families Home Visiting Program for the period July 1, 2021 – June 30, 2022.

The total grant award and contract with New York State is \$1,176,898 and requires a 10% county match which is met primarily through fixed operational costs. The total contract for Parson is \$511,423, funded 100% by this grant.

The Department respectfully requests consideration in this matter. If you have any questions or need additional information, please do not hesitate to contact me directly at 447-2014.

Sincerely,

Moira Manning, LCSW-R
Commissioner

cc: Dennis Feeney, Majority Leader
Frank Mauriello, Minority Leader
Kevin Cannizzaro, Majority Counsel
Arnis Zilgme, Minority Counsel



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-2460, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Contract Authorization for Healthy Families

Date: April 29, 2021
Submitted By: Scott McNelis
Department: Children, Youth and Families
Title: Contract Administrator
Phone: 7306
Department Rep.
Attending Meeting: Moira Manning, Commissioner

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) [Click or tap here to enter text.](#)

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel
- Personnel Non-Individual

Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

New York State Office of Children and Family Services
52 Washington Street
Rensselaer NY 12144

Additional Parties (Names/addresses):

Parsons Child and Family Center
60 Academy Road
Albany NY 12208

Amount/Raise Schedule/Fee: \$1,176,898
Scope of Services: Funding for the New York Healthy Families Home Visiting Program to provide intensive home visits to pregnant woman and new parents

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No X

If Mandated Cite Authority:

Is there a Fiscal Impact: Yes No

Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: AA6119 03406

Revenue Amount: \$1,176,898

Appropriation Account and Line: AA6119 44400 .1

Appropriation Amount: \$563,278 \$613,620

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: 90%

County: 10%

Local:

Term

Term: (Start and end date) 7/1/2021 - 6/30/2022

Length of Contract: 12 Months

Impact on Pending Litigation Yes No

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 20-201, 19-266, 18-202, 17-188, 16-230, 15-227

Date of Adoption: 6/8/20, 7/8/19, 5/14/18, 5/8/17, 6/13/16, 6/8/15

Justification: (state briefly why legislative action is requested)

Please see attached

Department for Children, Youth and Families

Backup Material for Contract Authorization with the New York State Office of Children and Family Services and Parsons Child and Family Center for the Home Visiting Program

The Department respectfully requests legislative authorization to enter into a contractual arrangement with the New York State Office of Children and Family Services (NYSOCFS) for the Healthy Families New York Home Visiting Program. The grant award is \$1,176,898 of which there is a local match of 10% or \$117,689 for the term of July 1, 2021 – June 30, 2022. The former grant term expires on June 30, 2021.

As part of the 2021-22 grant cycle, the County will offset salary and fringe benefit cost for staffing and administering the Healthy Families Program. The local match criteria for the Grant is met primarily by using fixed operational costs such as custodial and maintenance costs, costs associated with the Hall of Records, and Information Services Shared Services costs.

The Department also requests legislative authorization to renew a contractual agreement with Parsons Child and Family Center for the Healthy Families Home Visiting component for the term of July 1, 2021 - June 30, 2022 in the amount of \$511,423. Included in the partnership, is a \$51,142 match provided by Parsons for this program.

The Healthy Families Program provides intensive home visits to pregnant women and new parents who live in target areas and who meet the criteria for needed improvement of parenting skills and increased family support. The target areas include the City of Albany, Cohoes, Watervliet and Green Island. Home visits address the needs of all family members and stress building upon family strengths. Services focus on teaching parents about child development, fostering positive parenting skills and promoting healthy parent/child interactions. Screening of families for the program takes place in the hospital, newborn nurseries and with prenatal providers in the community.

Over the years since its inception, the Healthy Families Program of Albany County has recognized an increasing need for families enrolled in the program to receive mental health, substance abuse and domestic violence services. The Social Work component specifically targets these unmet needs. The core elements of the Social Work services include:

1. Counseling and Case Management
2. Family Assessments
3. Referrals to service providers when additional intensive services are needed
4. Family Conferencing

Many parents in the Healthy Families Program hesitate to walk into an office to speak with a stranger about domestic violence, substance abuse, or mental health issues. A counselor skilled in the engagement process can address these concerns with clients in their own home. Counselors conduct assessments, provide counseling and assist them in accessing more intensive services if needed.



Office of Children and Family Services

ANDREW M. CUOMO
Governor

SHEILA J. POOLE
Commissioner

March 10, 2020

Mr. Philip Calderone, Deputy County Executive
Albany County Department for Children Youth and Families
112 State Street
Albany NY 12207
philip.calderone@albanycounty.com

Re: Home Visiting New York (HFNY) - Intent to Award

Dear Mr. Calderone,

The New York State Office of Children and Family Services (OCFS) is pleased to inform you of its intent to award the below contract. The award amount is subject to the availability of annual funding, contract performance, approval by the NYS Department of Budget (DOB) and approval by the NYS Office of State Comptroller (OSC). Please be advised that this contract requires a 10% local share match on the annual award amount.

Contract Number: C028897
Contract Term: 07/01/2020 - 06/30/2025
Contract Term Value: \$5,884,490
Contract Period: 07/01/2020 - 06/30/2021
Contract Period Amount: \$1,176,898

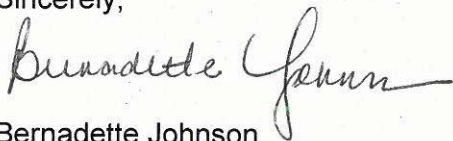
The contract application must be submitted on-line through the OCFS Contract Management System (CMS). You will be notified when the contract for your agency is in your CMS inbox. In order to be in compliance with prompt contracting guidelines, you should follow the schedule set in CMS to enter your budget and program information. Submitting your contract earlier than the due date will allow time to correct any errors if needed. If the contract is not completely and correctly developed within the scheduled number of calendar days, OCFS will notify you in writing that any interest payments that may have otherwise been due as a result of exceeding the prompt contracting timeframes, as described in Article XI-B of the State Finance Law, will be suspended from the day after the scheduled due date for your contract development until the contract documents are submitted. Failure to provide information required for contract development and approval may also delay your contract execution date.

Prior to submitting your contract and throughout the contract process, non-for-profits must verify that their Vendor Responsibility Questionnaire is recertified in the VendRep System and the certification must be within six months of the contract going to OSC. Non-for-profits must also remain current with the Charities Bureau and maintain a "prequalified" status within Grants Gateway. Municipalities are exempt from VendRep, Grants Gateway and Charities Bureau. All contractors must obtain their current Workers Comp and Disability Certificates with NYS OCFS 52 Washington Street, Rensselaer NY 12144 as the certificate holder; these will get uploaded into CMS when you receive the contract. This information is also provided in the attached "Contract Instructions Documents". The "Contract Instructions Documents" will help you as you develop your contract application and include the necessary links to the systems noted above.

Also attached is the CMS Authorization Form and Vendor Contract Contact Update Form. If you need to add, change or remove any CMS user role(s) and/or update your CEO or CFO, you will need to complete these forms and submit them to OCFS.

Please feel free to contact your program manager, Safiya Ikhlas, at 518-473-8440 or Safiya.Ikhlas@ocfs.ny.gov.

Sincerely,



Bernadette Johnson
Bureau Director

Attachments: Contract Instructions Documents,
CMS Authorization Form,
Vendor Contract Contact Update Form

RESOLUTION NO. 201**AUTHORIZING AGREEMENTS REGARDING THE HEALTHY FAMILIES HOME VISITING PROGRAM**

Introduced: 6/8/20

By Social Services Committee:

WHEREAS, The Commissioner of the Department for Children, Youth and Families has requested authorization to enter into an agreement with the NYS Office of Children and Family Services (OCFS) regarding the Healthy Families Home Visiting Program Grant in the amount of \$1,176,898, with a 10% County match, for the term commencing July 1, 2020 and ending June 30, 2021, and

WHEREAS, The Commissioner has requested authorization to enter into an agreement with Parsons Child and Family Center in an amount not to exceed \$511,423 regarding the Healthy Families Home Visiting Program for the term commencing July 1, 2020 and ending June 30, 2021, and

WHEREAS, The Albany County Department for Children, Youth and Families, acting as the lead agency, along with Parsons Child and Family Center provides intensive home visits to pregnant women and new parents who live in low-income target areas and who meet the criteria for needed improvement of parenting skills regarding the Healthy Families Home Visiting Program, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to enter into an agreement with the NYS Office of Children and Family Services regarding the Healthy Families Home Visiting Program Grant in an amount not to exceed \$1,176,898, with a 10% County match, for the term commencing July 1, 2020 and ending June 30, 2021, and, be it further

RESOLVED, That the County Executive is also authorized to enter into agreement with Parsons Child and Family Center regarding the Healthy Families Home Visiting Program in an amount not to exceed \$511,423 for the term commencing July 1, 2020 and ending June 30, 2021, and, be it further

RESOLVED, That the County Attorney is authorized to approve said agreements as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

Adopted by unanimous vote – 6/8/20