

County of Albany

112 State Street
Albany, NY 12207



Meeting Agenda

Tuesday, February 25, 2020

5:30 PM

**Harold L. Joyce Albany County Office Building
Room 730**

Social Services Committee

PREVIOUS BUSINESS:

APPROVING PREVIOUS MEETING MINUTES

CURRENT BUSINESS:

1. AUTHORIZING AN AGREEMENT WITH CAYUGA CENTERS REGARDING THE PROVISION OF PARENT PARTNER SERVICES
2. AUTHORIZING AN AGREEMENT WITH LASALLE SCHOOL REGARDING JUVENILE JUSTICE RAISE THE AGE SERVICES
3. CONFIRMING THE APPOINTMENT OF THE COMMISSIONER OF THE DEPARTMENT OF CHILDREN YOUTH AND FAMILIES

County of Albany

112 State Street
Albany, NY 12207



Meeting Minutes

Tuesday, January 28, 2020

5:30 PM

January 2020

Room 730

Social Services Committee

CURRENT BUSINESS:

Present: Legislator Samuel I. Fein, Legislator Frank J. Commisso, Merton D. Simpson, Beroro T. Efekoro, Michael G. Cleary, Carolyn McLaughlin, Nathan L. Bruschi, Patrice Lockart and Jeff S. Perlee

1. APPROVING PREVIOUS MEETING MINUTES

A motion was made to approve the previous meeting minutes. The motion carried by a unanimous vote.

2. AUTHORIZING AGREEMENTS WITH NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES AND BRIGHTSIDE UP, INC. REGARDING REGISTRATION SERVICES AND ADMINISTRATIVE COSTS

A motion was made that the proposal be moved out with a positive recommendation. The motion carried by a unanimous vote.

4. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH REGARDING REIMBURSEMENT FOR ADMINISTRATIVE COSTS PERTAINING TO THE EARLY INTERVENTION PROGRAM

A motion was made that the proposal be moved out with a positive recommendation. The motion carried by a unanimous vote.

3. AUTHORIZING AN AGREEMENT WITH NANONATION REGARDING THE PROVISION OF KIOSKS FOR SNAP BENEFIT APPLICANTS AND RECIPIENTS AND AMENDING THE 2020 DEPARTMENT OF SOCIAL SERVICES BUDGET

A motion was made that the proposal be moved out with a positive recommendation. The motion carried by a unanimous vote.

5. AUTHORIZING AN AGREEMENT WITH CAYUGA CENTERS REGARDING THE PROVISION OF FUNCTIONAL FAMILY THERAPY-THERAPEUTIC CASE MANAGEMENT SERVICES

A motion was made that the proposal be moved out with a positive recommendation. The motion carried by a unanimous vote.

6. AMENDING RESOLUTION NO. 378 FOR 2019 REGARDING THE PROVISION OF PREVENTION SERVICES AND SUPERVISION AND TREATMENT SERVICES FOR JUVENILES

A motion was made that the proposal be moved out with a positive

recommendation. The motion carried by a unanimous vote.

7. AUTHORIZING AN AGREEMENT WITH THE RESEARCH FOUNDATION FOR THE STATE UNIVERSITY OF NEW YORK REGARDING THE NEW YORK STATE SUPERVISION AND TREATMENT SERVICES FOR JUVENILES PROGRAM

A motion was made that the proposal be moved out with a positive recommendation. The motion carried by a unanimous vote.



DANIEL P. MCCOY
COUNTY EXECUTIVE

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

GAIL GEOHAGEN-PRATT
COMMISSIONER

MOIRA E. MANNING
DEPUTY COMMISSIONER

January 29, 2020

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 enter into a Contractual Agreement with Cayuga Centers for the provision of Parent Partner Services. The total contractual amount is for \$74,692.20 for the period of January 1, 2020 – December 31, 2020.

The Department identified the Parent Partner as one of the programs to be funded under the Supervision and Treatment Services for Juveniles Program (STSJP) Plan. Albany was allocated funding in the amount of \$172,722. The Department received approval to accept this allocation and the submission of the STSJP Plan via Resolution 2019-536.

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 447-7792.

Sincerely,

Gail Geohagen-Pratt
Commissioner

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



Legislation Text

File #: TMP-1467, Version: 1

REQUEST FOR LEGISLATIVE ACTION

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

Contract Authorization with Cayuga Centers for the Provision of Parent Partner Services

Date: January 27, 2020
Submitted By: Scott McNelis
Department: Children, Youth and Families
Title: Contract Administrator
Phone: 7306
Department Rep.
Attending Meeting: Gail Geohagen, 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):

Cayuga Centers
101 Hamilton Ave
Auburn, NY 13021

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$74,692.20
Scope of Services: Provision of Parent Partner Services

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
If Mandated Cite Authority: Title 4 of Article 6 of the Social Services Law, sections 409 through 409-b

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line:	AA6071	03670	04615	04670
Revenue Amount:		\$29,877	\$27,637	\$17,178
Appropriation Account and Line:	AA6071	44046		
Appropriation Amount:		\$74,692.20		

Source of Funding - (Percentages)

Federal:	40
State:	37
County:	23
Local:	Click or tap here to enter text.

Term

Term: (Start and end date)	1/1/2020 - 12/31/2020
Length of Contract:	12 Months

Impact on Pending Litigation

If yes, explain: Yes No
Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number:	19-536, 16-374, 15-399, 14-388, 13-479
Date of Adoption:	12/5/19, 9/12/16, 10/13/15, 10/14/14, 11/12/13

Justification: (state briefly why legislative action is requested)

Please see attached

Department for Children, Youth and Families

Request for Authorization to enter into Contractual Agreement with Cayuga Centers for the Provision of Parent Partner Services

The Department for Children, Youth and Families respectfully requests Legislative authorization to enter into a contractual agreement with Cayuga Centers for the provision of Parent Partner Services. The total contractual amount is for \$74,692.20 for the period of January 1, 2020 – December 31, 2020.

The Department identified the Parent Partner as one of the programs to be funded under the Supervision and Treatment Services for Juveniles Program (STSJP) Plan. Albany was allocated funding in the amount of \$172,722 for FY October 1, 2019 to September 30, 2020. The Department received approval to accept this allocation and the submission of the STSJP Plan via Resolution 2019-536.

In order to implement the Parent Partner services, the Department, in collaboration with the Department of Probation, issued a Request for Proposals for Parent Partner Services—*RFP-2019-133*—on November 28, 2019 with responses due January 10, 2020. Albany County sought proposals to provide Parent Partner services with a focus on reducing reliance on Persons in Need of Supervision (PINS) petitions to address family conflicts.

As of January 1, 2020, the new PINS legislation became effective. At this time, there is no longer be the ability to remand PINS youth to detention. Additionally, there are significant changes to PINS placement, including PINS-Truancy. In Albany County, PINS-Runaways and Truancy are a driving factor in the number of PINS youth placed. The goal is to significantly reduce and eventually eliminate all PINS placements as they are 100% local costs as of 1-1-20. Albany County believes the Parent Partner Service is a proactive strategy to address these concerns and be responsive to the changes in PINS legislation.

Parent Partners are typically individuals who have gained a unique set of skills and knowledge based on their personal experience in advocating for their own child(ren) who have been involved in one or more formal service systems. Effective Parent Partners assist families by engaging them and offering empathy, support, encouragement, information and advocacy as to what they should expect from service providers within the system of care. Having a Parent Partner available can be of tremendous support to families as they learn the complexities and challenges presented within Child Welfare and Probation (juvenile justice) services.

The Department received four proposals in response to the RFP. Based on the scoring, the recommended awardee is Cayuga Centers. Cayuga Centers has been providing Clinical prevention services in Albany for the past 5 years. They will soon be expanding (pending legislative approval) to provide Functional Family Therapy- Therapeutic Case management (TCM) services in Albany based on grant funding they received through the Cabrini Foundation. Noted strengths of their RFP included the use of The Home Builders model first created and utilized in Tacoma, Washington in 1978 which is a strength-based approach that utilizes family crisis as an opportunity for change, an understanding of the target population to be served, and an innovative approach to engagement of families.

RFP #2019-133: Parent Partner Services

Proposal Rating Worksheet

Proposer: Cayuga Centers

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Review
		Rate	Score	Rate	Score	Rate	Score	Rate
Proposed program clearly outlines how families will be	20%	4	0.8	5	1	5	1	5
Agency's proposal outlines key performance strategies,	10%	4	0.4	4	0.4	3	0.3	5
Agency's funding request is below County's maximum allocation: •per diem request is the same=0 •per diem request is 5% below=1 •per diem request is 10% below=2 •per diem request is 15% below=3 •per diem request is 20% below=4 •per diem request is 25% below=5	5%	0	0	0	0	0	0	0
Agency's history of demonstrated capacity in successfully delivering proposed or similar services during the past two years.	10%	4	0.4	4	0.4	3	0.3	5
Proposed program design reflects a sound understanding of the population to be served and articulates a clear program strategy that is based on best practice principles.	20%	4	0.8	5	1	4	0.8	5
Agency's proposal clearly outlines how families will be provided support and education to work toward self-sufficiency.	20%	4	0.8	5	1	5	1	5
Agency's proposal clearly answers requirements outlined in this RFP.	15%	4	0.6	4	0.6	5	0.75	4
			3.8		4.4		4.15	

NOTES:

Strengths

- Use of an assessment tool in alignment of service need
- Understanding of target population
- Availability of programs and services to support families
- Incorporates Homebuilders model which is a best practice model
- Innovative approach to rapid family engagement

Solid history of service in Albany

Weaknesses

Would need to hire and train

wer 4
Score
1
0.5
0
0.5
1
1
0.6
4.6

16.95

RFP #2019-133: Parent Partner Services

Proposal Rating Worksheet

Proposer: LaSalle School

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Review
		Rate	Score	Rate	Score	Rate	Score	Rate
Proposed program clearly outlines how families will be	20%	3	0.6	3	0.6	5	1	5
Agency's proposal outlines key performance strategies,	10%	3	0.3	3	0.3	3	0.3	5
Agency's funding request is below County's maximum allocation: •per diem request is the same=0 •per diem request is 5% below=1 •per diem request is 10% below=2 •per diem request is 15% below=3 •per diem request is 20% below=4 •per diem request is 25% below=5	5%	4	0.2	4	0.2	4	0.2	4
Agency's history of demonstrated capacity in successfully delivering proposed or similar services during the past two years.	10%	4	0.4	4	0.4	4	0.4	5
Proposed program design reflects a sound understanding of the population to be served and articulates a clear program strategy that is based on best practice principles.	20%	2	0.4	3	0.6	5	1	5
Agency's proposal clearly outlines how families will be provided support and education to work toward self-sufficiency.	20%	3	0.6	3	0.6	4	0.8	5
Agency's proposal clearly answers requirements outlined in this RFP.	15%	3	0.45	3	0.45	5	0.75	5
			2.95		3.15		4.45	

NOTES:

Strengths

Agency has a history of demonstrated service with juvenile justice population
 Parent Partner identified
 Strong working relationship with Probation

Weaknesses

Potential Parent partner needs to be trained

Lacks details on how service would be implemented (service delivery) and engagement strategies
Agency seems out of touch with needs/priorities of target population
Agency has other resources, but does not connect/integrate this within a continuum of supports could offer

wer 4
Score
1
0.5
0.2
0.5
1
1
0.75
4.95

15.5

RFP #2019-133: Parent Partner Services

Proposal Rating Worksheet

Proposer: St. Anne Institute

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Review
		Rate	Score	Rate	Score	Rate	Score	Rate
Proposed program clearly outlines how families will be	20%	3	0.6	4	0.8	5	1	5
Agency's proposal outlines key performance strategies,	10%	3	0.3	4	0.4	4	0.4	5
Agency's funding request is below County's maximum allocation: •per diem request is the same=0 •per diem request is 5% below=1 •per diem request is 10% below=2 •per diem request is 15% below=3 •per diem request is 20% below=4 •per diem request is 25% below=5	5%	1	0.05	1	0.05	1	0.05	1
Agency's history of demonstrated capacity in successfully delivering proposed or similar services during the past two years.	10%	4	0.4	4	0.4	4	0.4	5
Proposed program design reflects a sound understanding of the population to be served and articulates a clear program strategy that is based on best practice principles.	20%	4	0.8	4	0.8	5	1	5
Agency's proposal clearly outlines how families will be provided support and education to work toward self-sufficiency.	20%	4	0.8	4	0.8	5	1	5
Agency's proposal clearly answers requirements outlined in this RFP.	15%	4	0.6	4	0.6	5	0.75	5
			3.55		3.85		4.6	

NOTES:

Strengths

- Parent Partner identified, credentialed, and ready to start
- Agency presents holistic approach, incorporating other programs and services it offers to support this resource
- Clear strategy and implementation
- Understanding of target population

Weaknesses

Lacks detail regarding strategies of how families will be engaged
Program design/strategies not fully outlined

wer 4
Score
1
0.5
0.05
0.5
1
1
0.75
4.8

16.8

RFP #2019-133: Parent Partner Services

Proposal Rating Worksheet

Proposer: Youth L.I.F.E

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Review
		Rate	Score	Rate	Score	Rate	Score	Rate
Proposed program clearly outlines how families will be rapidly engaged.	20%	3	0.6	3	0.6	4	0.8	4
Agency's proposal outlines key performance strategies, indicators and process for tracking outcomes.	10%	4	0.4	3	0.3	3	0.3	4
Agency's funding request is below County's maximum allocation: •per diem request is the same=0 •per diem request is 5% below=1 •per diem request is 10% below=2 •per diem request is 15% below=3 •per diem request is 20% below=4 •per diem request is 25% below=5	5%	0	0	0	0	0	0	0
Agency's history of demonstrated capacity in successfully delivering proposed or similar services during the past two years.	10%	4	0.4	4	0.4	3	0.3	5
Proposed program design reflects a sound understanding of the population to be served and articulates a clear program strategy that is based on best practice principles.	20%	2	0.4	4	0.8	4	0.8	4
Agency's proposal clearly outlines how families will be provided support and education to work toward self-sufficiency.	20%	2	0.4	3	0.6	3	0.6	4
Agency's proposal clearly answers requirements outlined in this RFP.	15%	3	0.45	3	0.45	4	0.6	4
			2.65		3.15		3.4	

NOTES:

Strengths

- Experience in providing services to target population
- Demonstrated success in engaging families
- Credible messenger model appropriate for this model

Clearly states responsibilities of designated staff

Weaknesses

Lacks details on implementation/ service delivery

Ability to meet timeframes to have a parent partner in place and trained

wer 4
Score
0.8
0.4
0
0.5
0.8
0.8
0.6
3.9

13.1



COUNTY OF ALBANY
 DEPARTMENT OF GENERAL SERVICES
 PURCHASING DIVISION
 112 STATE STREET, ROOM 1000
 ALBANY, NEW YORK 12207-2021
 (518) 447-7140 - FAX (518) 447-5588

DANIEL P. McCOY
 COUNTY EXECUTIVE

DAVID M. LATINA
 COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
 PURCHASING AGENT

MEMORANDUM

TO: Gail Geohagen-Pratt, Commissioner
 Children, Youth and Families

FROM: Karen Storm *K Storm*
 Purchasing Agent

DATE: January 27, 2020

RE: RFP #2019-133, Parent Partner Services

I am in receipt of your recommendation to award the aforementioned Request for Proposals to Cayuga Centers in the amount of \$74,962.80.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposals submitted. I have no objection to the selection of Cayuga Centers for an award.

Please obtain the necessary contract approval of the Contract Administration Board, so that we may issue a Notice of Award to the successful proposer.

RESOLUTION NO. 536**AUTHORIZING THE SUBMISSION OF A SUPERVISION AND TREATMENT SERVICES FOR JUVENILES PROGRAM PLAN TO THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES**

Introduced: 12/5/19

By Social Services Committee:

WHEREAS, The Commissioner of the Department for Children, Youth and Families has requested authorization to sign and submit a Supervision and Treatment Services for Juveniles Program Plan (STSJP) to the New York State Office of Children and Family Services (OCFS) in order to accept funding in the amount of \$172,722 to support programming at the Albany County Probation Department and Albany County Family Court for juvenile justice involved youth for a term commencing October 1, 2019 and ending September 30, 2020, and

WHEREAS, The Commissioner has indicated that due to recent changes to the Supervision and Treatment Services for Juveniles Program, Albany County is required to sign and submit an STSJP plan to the OCFS to receive allocated funding to support local programming and divert youth safely from unnecessary detention, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to sign and submit a Supervision and Treatment Services for Juveniles Program Plan to NYSOCFS in order to accept funding in the amount of \$172,722 to support programming at the Albany County Probation Department and Albany County Family Court for juvenile justice involved youth for a term commencing October 1, 2019 and ending September 30, 2020, and, be it further

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

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

Adopted by unanimous vote – 12/5/19

State of New York
County of Albany

This is to certify that I, the undersigned, Clerk of the Albany County Legislature, have compared the foregoing copy of the resolution and/or local law with the original resolution and/or local law now on file in the office, and which was passed by the Legislature of said County on the 5th day of December 2019, a majority of all members elected to the Legislature voting in favor thereof, and that the same is a correct and true transcript of such original resolution and/or local law and the whole thereof.



IN WITNESS THEREOF, I have hereunto set my hand and the official seal of the County Legislature this 6th day of December, 2019.

A handwritten signature in cursive script, appearing to read "Paul J. Dennis".

Clerk, Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

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

GAIL GEOHAGEN-PRATT
COMMISSIONER
MOIRA MANNING
DEPUTY COMMISSIONER

January 29, 2020

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 from the Department for Children, Youth and Families for permission to enter into contractual agreement with LaSalle School for the provision of Prevention Services in the area of Juvenile Justice Raise the Age Services.

The requested agreement is for the term of January 1, 2020 – December 31, 2020 in the amount not to exceed \$240,000.

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 447-7792.

Sincerely,

Gail Geohagen-Pratt
Commissioner

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



Legislation Text

File #: TMP-1472, Version: 1

REQUEST FOR LEGISLATIVE ACTION

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

Contract Authorization for Juvenile Justice Raise the Age Prevention Services with LaSalle School (as a Collaboration)

Date: January 29, 2020
 Submitted By: Scott McNelis
 Department: Children, Youth and Families
 Title: Contract Administrator
 Phone: 7306
 Department Rep.
 Attending Meeting: Gail Geohagen, 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):

LaSalle School
391 Western Avenue
Albany, NY 12203

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$240,000
Scope of Services: Intensive Family Support Program (IFSP) that target at risk families with children age birth to five years old.

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
If Mandated Cite Authority: Title 4 of Article 6 of the Social Services Law, sections 409 through 409-b

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: [A6119 03322](#)
Revenue Amount: \$240,000

Appropriation Account and Line: [A6071 44046R](#)
Appropriation Amount: \$240,000

Source of Funding - (Percentages)

Federal: 0
State: 100
County: 0
Local: [Click or tap here to enter text.](#)

Term

Term: (Start and end date) 1/1/2020 - 12/31/2020
Length of Contract: 12 Months

Impact on Pending Litigation

If yes, explain: Yes No
[Click or tap here to enter text.](#)

Previous requests for Identical or Similar Action:

Resolution/Law Number: 19-427, 18-506, 17-388, 16-367, 15-357,14-390, 13-481, 12-472,
Date of Adoption: 10/15/19, 11/13/18, 10/10/17, 9/12/16, 9/14/15, 10/14/14, 11/12/13,
12/3/12

Justification: (state briefly why legislative action is requested)

Please see attached

**The Department for Children, Youth and Families
Justification for Contract Authorization with LaSalle School
for the Provision of Juvenile Justice Raise the Age Services**

The Department for Children, Youth and Families respectfully requests legislative authorization to enter into a contractual agreement with LaSalle School—Juvenile Reporting and Family Center (JRFC) for the provision of Juvenile Justice- Raise the Age Services. The requested contract term is for January 1, 2020 – December 31, 2020 not to exceed the amount of \$240,000.

Albany County submitted a Raise the Age plan to provide programs and services for 16 and 17 year olds entering the juvenile justice system. The County received approval of the Raise the Age plan in April of 2019. Within the approved plan, Albany County received approval to expand the JRFC program to serve RTA youth.

The premise behind Raise the Age is to provide services to 16 and 17 year olds that previously were not available to them as they were in the adult system. Albany County recognizes the need to have programming that effectively addresses the needs and complexities of RTA youth. Programming that focuses on independent living skills, educational and vocational activities, as well as conflict resolution and management of anger are key skills for this population. The JRFC has a proven record of delivering programs and services to that target these essential needs of youth interfacing with the juvenile justice system. As such, expanding the program to meet the needs of RTA youth is felt to be an effective strategy.

LaSalle's Juvenile Reporting and Family Center (JRFC) for RTA youth is a collaborative effort between the LaSalle School and Saint Anne Institute. The program will connect youths and their families with holistic services through the program's Service Partners to address the risk factors and provide key skills building programming to referred youths and their families in a safe and neutral location. This collateral programming will be tailored to each family, provide custom designed discharge planning to foster meaningful connections to their community and natural supports, and may include, but is not limited to: substance abuse treatment, mediation services, mentoring, employment planning, recreation, school based organizations and parental empowerment. The JRFC and their service partners share the vision of providing services and supports which will positively impact the youth and families involved with the Juvenile Justice System and reduce recidivism.



**Office of Children
and Family Services**

ANDREW M. CUOMO
Governor

SHEILA J. POOLE
Commissioner

November 14, 2019

Dear Chief Executive Officer,

Thank you for submitting Albany County's Supervision and Treatment Services for Juveniles Program (STSJP) plan for Program Year (PY) 2019-20. Your plan has been reviewed by the Office of Children and Family Services (OCFS), and we are pleased to inform you that your STSJP plan has been approved.

Please note that this approval does not extend to the amount listed for the STSJP RTA programming unless your county has received a NYS Division of Budget approval letter. OCFS will send out a revised STSJP approval letter reflecting the STSJP RTA programming amount approved by NYS DOB as applicable

Albany County is eligible to receive 62% State reimbursement for STSJP expenditures up to the capped STSJP allocation amount. Your municipality will continue to receive 49% State reimbursement for eligible non-Raise The Age detention services expenditures up to the capped allocation amount. If your municipality shifts a portion of its detention allocation into its STSJP plan, your municipality will receive 62% State reimbursement if such shifted funds are spent on STSJP eligible expenditures. A municipality may make a detention allocation shift at the time of the STSJP plan submission or up until 6/30/20, unless otherwise approved by the Office of Children and Family Services. If Albany County plans to shift its detention allocation for STSJP eligible expenses, please submit a request on official letterhead to Lynn Tubbs and email it to stsjp@ocfs.ny.gov outlining the amount that will be shifted and the type of programming or services the re-purposed detention funds will be used for under STSJP. An amended STSJP plan will also need to be submitted.

As a reminder, to access RTA reimbursement for which a municipality may be eligible, the expenditures must be specifically included in a locality's Division of Budget approved comprehensive RTA plan.

All STSJP claims must be submitted electronically via the Juvenile Detention Automated System (JDAS) for the service period of October 1, 2019 to September 30, 2020. Questions on all aspects of the claiming process should be directed to Daniel Hulihan at (518) 473-4511 or at Daniel.Hulihan@ocfs.ny.gov.

Thank you for your continued partnership as we reform the juvenile justice practices in New York State by safely engaging youth and their families through innovative programming to reduce out of home placement and detention of youth.

If you have any questions, please email us at stsjp@ocfs.ny.gov and write "STSJP Plan Questions" in the subject line so that we may best assist you in a timely manner. You can direct STSJP inquiries to Lynn Tubbs at (518) 473-9116 or Lynn.Tubbs@ocfs.ny.gov.

Sincerely,

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
SUPERVISION AND TREATMENT SERVICES
FOR JUVENILE PROGRAM (STSJP) ANNUAL PLAN
FOR PROGRAM YEAR OCTOBER 1, 2019 - SEPTEMBER 30, 2020

STSJP plans are due to the Office of Children and Family Services (OCFS) by 08/19/2019

Plans should be submitted to: stsjp@ocfs.ny.gov

Please be sure that the title "STSJP 2019-2020 Annual Plan-Municipality Name" are in the Subject Field to facilitate the timely review of your STSJP plan.

Note: Program Year (PY) refers to the performance period for STSJP-funded programs.

Please direct any STSJP plan questions to:

- Geneva Hilliard: 518-486-1819
- Lynn Tubbs: 518-473-9116

MUNICIPALITY INFORMATION	
NAME OF APPLICANT COUNTY, COUNTIES OR JURISDICTION: Albany	
LEAD AGENCY FOR STSJP SUBMISSION: Department for Children, Youth, and Families	NAME OF CONTACT PERSON: Gail Geohagen-Pratt
CONTACT PERSON'S PHONE NUMBER: (518) 447-7324	CONTACT PERSON'S EMAIL ADDRESS: Gail.Geohagen@albanycountyny.gov

PLAN SUBMISSION INSTRUCTIONS
Instructions for submitting an STSJP plan for OCFS review: <ul style="list-style-type: none"> a. Once you have opened this form on your computer, please immediately use the "Save As" function in Microsoft Word to save a copy; b. Save your application using the file name "STSJP 2019-2020 Annual Plan – (Name of County)"; c. Work from the "saved" application document, using it to record all of your municipality information; d. Once you have completed entering the required data, save the document. <p>Send the completed application to OCFS via the STSJP email address at: stsjp@ocfs.ny.gov</p>

PART I – STSJP PROGRAMS

SECTION 1	PLAN AMOUNTS
EXPENSES	
1. Total program expenses	\$ 573,207
2. State reimbursement	\$ 355,388.34
3. Local share amount	\$ 217,818.66
Reimbursements for the plan (Enter all amounts that are applicable.)	
4. STSJP allocation amount	\$ 172,722
5. STSJP local approved plan amount	\$ 172,722
6. Detention approved amount shifted to STSJP	\$ 182,666.34
7. PY rollover approved amount	\$ 0
8. Total approved amounts for state reimbursement	\$ 355,388.34

**See Addendum for Zahandeh Fine*

SECTION 2	LIST OF STSJP PROGRAMS TO BE FUNDED		
Program Name	Local Share (38 percent)	State Share (62 percent)	Total Program Expenses (100 percent)
STSJP Program 1 Juvenile Community Accountability Board (JCAB)	\$ 4180	\$ 6820	\$ 11,000
STSJP Program 2	\$ 18,908.61	\$ 30,850.89	\$ 49,759.50



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
OFFICE OF THE EXECUTIVE
112 STATE STREET, ROOM 1200
ALBANY, NEW YORK 12207-2021
(518) 447-7040 - FAX (518) 447-5589
WWW.ALBANYCOUNTY.COM

DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

February 5, 2020

Hon. Bruce A. Hidley
Office of the Albany County Clerk
Albany County Courthouse
Albany, NY 12207

Hon. Necole Chambers, Clerk
Albany County Legislature
112 State Street, Room 710
Albany, NY 12207

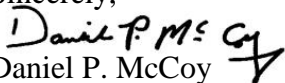
Dear Mr. Hidley and Ms. Chambers:

I write to advise that I am appointing Moira E. Manning as Commissioner of the Department for Children, Youth & Families, subject to confirmation by the County Legislature. Authority to make this appointment lies in the County Charter under Sec. 302(c) and Sec. A2401. Given the size, scope and import of the Department for Children, Youth & Families within Albany County, I anticipate the County Legislature will take up this appointment in an expedient fashion.

I have enclosed a resume for review by the legislature.

Please advise if there are any questions,

Sincerely,


Daniel P. McCoy

cc: Andrew Joyce, Chair, County Legislature
Kevin Cannizzaro, Majority Counsel
Arnis Zilgme, Minority Counsel



Legislation Text

File #: TMP-1514, Version: 1

REQUEST FOR LEGISLATIVE ACTION

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

Approval of appointment of Commissioner of Department of Children Youth & Families

Date: 2/5/19
 Submitted By: Mike McLaughlin
 Department: County Executive’s Office
 Title: Director of Policy and Research
 Phone: 518-447-7040
 Department Rep.
 Attending Meeting: Mike McLaughlin

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):
Click or tap here to enter text.

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.
Scope of Services: Click or tap here to enter text.

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
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

File #: TMP-1514, Version: 1

Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: A6119 11010 001 470001
Appropriation Amount: \$110,603

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: 100%
Local: Click or tap here to enter text.

Term

Term: (Start and end date) Click or tap here to enter text.
Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation

If yes, explain: Yes No
Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

The County Executive is seeking legislative approval for the appointment of Moira E. Manning as the Commissioner of the Department of Children Youth & Families. Please find a copy of Ms. Manning's resume attached for your review.

MOIRA E. MANNING, LCSW-R



EDUCATION

July 1989	M.S.W. State University of New York at Albany
	Major: Direct Practice in Social Work
May 1987	B.A. Siena College
	Major: Social Work

CLINICAL EXPERIENCE

Albany County Department for Children, Youth and Families (DCYF)

August 2013 - Present

Deputy Commissioner

Responsibilities include organizing, directing and coordinating the work of employees, both professional and non-professional, in the Children, Youth and Families Department to achieve effective and efficient operations of multiple programs under the Department. Assist in the in the daily operations of the department with primary oversight over personnel matters, including all phases of the hiring processes, disciplinary actions and arbitration, formulation of job duties and qualifications of employees. Work closely with CSEA, County Civil Service and Human Resources. Complete Requests for Proposals (RFP), Request for Legislative Action (RLA) and provide fiscal implications to service delivery for Albany County resident to the County Legislature. Provide direct supervision of the Director's of Children's Mental Health Services, Children with Special Needs, Youth Bureau, Staff Development and Healthy Families.

Albany County Department for Children, Youth and Families (DCYF)

January 2012- April 2014

Clinical Director (DCYF), Children's Mental Health Services and Division for Children with Special Needs

In the dual Director role, my responsibilities remain consistent with the below description under mental health Clinical Director. However, my new title has expanded my accountability, which now includes the administration and supervision of the Division for Children with Special Needs. Responsible for the supervision of a multi-tiered division; which includes Early Intervention services coordination, preschool services and transportation for children with special needs. Development and implementation of policies and procedures and to ensure compliance with New York State Education Department and New York State Department of Health mandates and regulatory standards.

Albany County Department for Children, Youth and Families (DCYF)

March 2009 – April 2014

Clinical Director, Children's Mental Health Services

Responsibilities include the administering and supervising of the social work and administration services of community mental health programs. This includes the Children's OMH licensed outpatient clinic, Intensive and Supportive Case Management programs, Child Forensic Services and the Single Point of Access. Developed and implementation of policies and procedures to ensure compliance with the New York State Office of Mental Health with the new Part 599 Regulations, state mandate and regulatory standards of care. Formulated a Suicide Prevention and Education Committee (SPEC) to address Community needs related to suicide awareness, educational, community resource and developing a response after a suicide. Collaboration with community providers through the newly formed Mental Health Collaboration meeting to address the changing landscape of mental health service delivery system, this includes partnership the Behavioral Health Organization in the region.

Albany County Department for Children, Youth and Families (DCYF)

December 2004 – September 30, 2011

***Albany County System of Care Coordinator/Project Director
Substance Abuse and Mental Health Services Administration (SAMHSA)***

Responsible for the management of a 9.4 million dollar SAMHSA grant from the Federal Government. Serving as administrative and operational leader for the project. Ensure all program requirements related to goals and objectives are achieved. Developed an operational manual for the System of Care in Albany County. Additional responsibilities include oversight of subcontract agencies, development of a Management Information System (MIS), oversight of sub specialty groups, such as Social Marketing, Family Resource Center and Early Intervention. Cross system collaboration with County departments and providers to ensure that the System of Care principles are infused in children's services throughout Albany County. Facilitation of cross system collaborations including Special Planning Meeting, Joint Case Conferencing with Child Protective Services (CPS) and Probation, Clinic Plus Initiative and Youth in Transition. Interface with representatives of SAMHSA, Technical Assistance Partnership and Opinion Research Corporation (ORC) Macro. Coordinate and facilitate the Executive Committee, Project Management and Project Workgroup meetings. Responsible for biannual reporting to SAMHSA, which includes implementation, strategic planning, fiscal reporting and regulatory compliance.

Albany County DCYF January 2004 - February 2005

Albany County Department of Mental Health (MH) March 2003 - December 2003

Coordinated Children's Services Initiative (CCSI) Coordinator

Facilitated cross systems Tier II meetings to address Children's mental health needs and gaps in service delivery. Advocated for strength-based approach when working with families and adhered to the Child and Adolescent Service System Program (CASSP) principles. Coordinated a community action response to address the needs of high risk children and their families. Accountable for devising statistics for New York State Office of Mental Health (NYS OMH).

Albany County DCYF January 2004 - February 2005

Albany County MH February 2002 - December 2003

Single Point of Access (SPOA) Coordinator

Implemented the Single Point of Access for Children in Albany County, according to NYS OMH recommendations. Assessed the high risk high need Seriously Emotionally Disturbed (SED) children and families, who are in need of high end mental health services. Oversight monitoring of services provided through the SPOA process for all eligible children in Albany County. Acted as the Local Government Unit (LGU) for HCBSW at Parsons Child and Family Center. Accountable for devising quarterly and annual reports for the NYS OMH.

Albany County DCYF January 2004 - February 2005

Albany County MH September 2000 - December 2003

Coordinator of Children's Mental Health Case Management

Responsible for the direct day to day operations of the Children's Intensive Case Management (ICM) and Supportive Case Management (SCM) programs.

Albany County Department of Mental Health

December 1994 - September 2000

Supervising Social Worker, Crisis Stabilization Intervention Program (CSI)

Created the CSI program in Albany County, based on the Home Builders/ Family Preservation Model. Development and implementation of policy and procedures manual. Responsible for crisis assessments and triage of SED children and youth. Provided individual and family therapy in an intensive home based program, thus diverting psychiatric hospitalization.

The Center for the Advancement of Family and Youth

February 1992 - December 1994

Unit Coordinator, Lewis Swyer Shelter, Emergency Group Foster Care

Administrator of a 10-bed emergency group foster care program for Albany County youth. Provided Albany County Family Court with 30 day diagnostic assessments and treatment recommendation.

November 1989 - July 1992

Family Social Worker, Project STRIVE Prevention Services

Provided clinical treatment to service mandated children and families, including individual psychotherapy and family therapy.

COMMISSIONER OF CHILDREN, YOUTH AND FAMILIES

DISTINGUISHING FEATURES OF THE CLASS: The Commissioner of the Department of Children, Youth and Families is charged with the responsibility for administering public assistance and care as defined in the Social Services Law. In discharging this responsibility, the Commissioner must organize, direct and coordinate the work of all employees, both professional and non-professional, in the Children, Youth and Families Department to achieve the effective and efficient operation of the multiple programs undertaken by the Department. The Commissioner has complete control over Department operations and the direction of the personnel, subject to financial limitations imposed by the law legislative body and the Rules and Regulations of the State Department of Social Services. Major objectives of the Commissioner and the Department are to provide adequately for those unable to maintain themselves and who are at risk of health and safety, and to administer such care, treatment and services as may restore such persons to a condition of self support and wellbeing. An additional objective is to give service to those liable to become destitute in order to prevent the necessity of their becoming public charges. The work is performed under the administrative direction of the County Executive. Supervision is exercised over the work of all Department employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Responsible for all phases of the public welfare program, including planning, organizing, directing and coordinating the work of the various units of administration for efficient and effective operation;
- Has charge of financial planning, including preparation of budgets, maintenance of fiscal controls and submission of required reports to the local legislative body and the State;
- Determines personnel requirements and is responsible for the appointment of staff in compliance with State law , Federal law and local Civil Service Rules;
- Oversee the organization and administration of a comprehensive and effective staff development program, including in service training and appropriate use of other educational recourses as well as the State's educational leave programs;
- Cooperates with representatives of the State Department of Social Services in the operation and development of the local Social Services district program, and directs the preparation and submission of the required reports to the State Department;
- Responsible for the public relations of the social services district and for the interpretation of the public welfare program to the community;
- Cooperates with other agencies, both public or private, and officials and citizens in planning for community service;
- Has responsibility for the maintenance and operation or providing services for children's shelters and other institutions as dictated by the needs of the social services district.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Comprehensive knowledge of Federal, State and local public welfare laws, rules and regulations;
- Comprehensive knowledge of modern principles and practices of social case work and Public Welfare Administration;
- Good knowledge of modern principles and practices of public administration;
- Ability to plan, coordinate and supervise a wide variety of social service activities on a large scale;
- Ability to prepare complex written and oral reports clearly and concisely;
- Ability to establish and maintain cooperative relations with public and other governmental and private agencies;
- Ability to operate a computer terminal;
- Ingenuity and resourcefulness in solving administrative problems;
- Good judgment;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree and either:

- A. Five years of experience in a health, education or social services agency, three years of which must have been in an administrative or supervisory capacity; OR,
- B. Five years of experience in an administrative or managerial position in which there was responsibility for planning, directing and coordinating the work of a substantial staff working in several units or performing several separate functions.

NOTE:

1. Each year of experience as the Chief Executive Officer of a public welfare department or public welfare district gained within the six years immediately preceding the date of appointment shall be the equivalent of two years of the above experience.
2. Post graduate study in a regionally accredited of New York State registered college or university in social work, public administration, hospital administration, educational administration or business administration may be substituted on a

year for year basis for up to two years of the above experience. (No such post graduate training however shall be substituted for any of the three years of administrative or supervisory experience required in A and B above).

3. Appointments to the position of Commissioner of Social Services shall be for a term of five years, pursuant to New York State Law and the Albany County Charter and Code. Appointments are subject to the approval of the New York State Department of Social Services.

Juris. Class: Non-Competitive (PIC)

ACCS Adopted: Reviewed and readopted by ACCS resolution on 2/10/11

Revised: 6/10, 10/10, 10/17, 1/18