AGENDA

SOCIAL SERVICES COMMITTEE

FEBRUARY 26, 2019

PREVIOUS BUSINESS:

APPROVING PREVIOUS MEETING MINUTES

CURRENT BUSINESS:

1. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE OFFICE FOR AGING REGARDING THE MEDICARE IMPROVEMENT FOR PATIENTS AND PROVIDERS ACT

2. AUTHORIZING AN AGREEMENT BETWEEN THE ALBANY COUNTY DEPARTMENT OF RECREATION AND THE TOWN OF BETHELHEM DEPARTMENT OF RECREATION REGARDING COORDINATED RECREATIONAL PROGRAMS FOR BETHELHEM RESIDENTS

3. AUTHORIZING AN AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF HEALTH REGARDING THE EARLY INTERVENTION PROGRAM

4. AUTHORIZING AN AGREEMENT WITH THE CITY OF ALBANY POLICE DEPARTMENT REGARDING A PART-TIME LAW ENFORCEMENT COORDINATOR TO BE CO-LOCATED AT THE DEPARTMENT OF CHILDREN, YOUTH AND FAMILIES CHILDREN’S ADVOCACY CENTER
Honorable Andrew Joyce and Members of the Albany County Legislature:

LADIES AND GENTLEMEN:

The Social Services Committee of the Albany County Legislature met on February 5, 2019. Chairperson Fein, Messrs. Bullock, Cahill, Clay, Commissio, Reinhardt, Simpson and Ms. Lockhart were present. Mr. Mendick was excused. The following items were discussed and/or acted upon:

Approving Previous Meeting Minutes: Unanimously approved.

1. Amending Resolution No. 182 for 2015 Regarding Abuse, Neglect and Domestic Violence of Women Over 50: The Commissioner of the Department of Social Services requested authorization to amend the aforementioned agreement with Senior Services of Albany regarding the provision of one-day local law enforcement training activities to indicate an ending date of September 30, 2019, rather than September 30, 2018. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

2. Authorizing an Agreement with the New York State Department of Health Upstate Regarding the Designation of Children's Health Home of Upstate New York as the Home Health Entity: The Commissioner of the Department for Children, Youth and Families requested authorization to enter into an agreement with New York State's designated Home Health Entity, Children's Health Home of Upstate New York (CHHUNY), regarding reimbursement for all Medicaid Care Management Services provided to children in Albany County for the term commencing January 1, 2019, and ending December 31, 2019. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

3. Authorizing the Acceptance of Grant Funding and Agreements Regarding the Child Right: Safe Harbor Initiative and Amending the 2019 Department for Children, Youth and Families Budget: The Commissioner of the Department for Children, Youth and Families requested authorization to enter into an agreement with the NYS Office of Children and Family Services in order to accept funding in the amount of $86,700 for the term commencing January 1, 2019 and ending December 31, 2019. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

4. Authorizing Acceptance of Grant Funding and the Submission of a Supervision and Treatment Services Program for Juveniles to the New York State Office of Children and Family Services: The Commissioner of the Department of Children, Youth and Families requested authorization to accept funding in the amount of $172,722 from the New York State Office of Children and Family Services (NYSOCFS) regarding the Juvenile Detention Alternative Initiative
in Albany County for the term commencing October 1, 2018, and ending September 30, 2019. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

5. Authorizing and Agreement with the Research Foundation for the State University of New York Regarding the Juvenile Detention Alternatives Initiative: The Commissioner of the Department of Children, Youth and Families requested authorization to accept funding in the amount of $172,722 from the New York State Office of Children and Family Services (NYSOCCFS) regarding the Juvenile Detention Alternative Initiative in Albany County for the term commencing October 1, 2018, and ending September 30, 2019. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

6. Authorizing Agreements Regarding the Children’s Advocacy Center and Amending the 2019 Department for Children, Youth and Families Budget: The Commissioner of the Department for Children, Youth and Families requested authorization to enter into an agreement with the New York State Office of Children and Family Services (NYSOCCFS) regarding the Children's Advocacy Center for the term commencing February 1, 2019 and ending January 31, 2020 in the amount of $188,233. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

7. Authorizing an Agreement with New York State Industries for the Disabled Regarding Ancillary Laundry Services for Eligible Individuals in the EISEP Program: The Commissioner of the Department of Social Services requested authorization to enter into an agreement with the New York State Industries for the Disabled regarding the provision of laundry services as an ancillary service under the EISEP for the term commencing April 1, 2019 and ending March 31, 2020. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

8. Authorizing Agreements Regarding the Expanded-in-Home Services for the Elderly Program (EISEP): The Commissioner of the Department of Social Services requested authorization to enter into agreements with qualified EISEP service providers for the term commencing April 1, 2019 and ending March 31, 2020 in an amount not to exceed $1,492,000. After further discussion, the Committee voted unanimously to move the proposal forward for legislative action with a favorable recommendation.

Respectfully submitted,
THE SOCIAL SERVICES COMMITTEE

SAMUEL FEIN, Chairperson

PATRICE LOCKART
February 4, 2019

Hon. Andrew Joyce, Chair  
Albany County Legislature  
112 State Street, Room 710  
Albany, NY 12207

Dear Chairman Joyce:

The Department for Aging is requesting the Legislature’s approval for the following:

To accept the Medicare Improvement for Patients and Providers Act (MIPPA) grant from New York State Office for Aging. This grant funding is used to support health insurance information counseling and assistance programs for seniors within Albany County. It will concentrate on those Medicare beneficiaries likely to be eligible for the Medicare Part D Low Income Subsidy (LIS) Program or Medicare Savings Program (MSP). Funding is also provided for direct assistance with an emphasis to rural areas of Albany County. During the past grant year there were 480 Medicare recipients that received individual counseling and screened for MIPPA services.

Grant Amount: $18,830  
Contract Term: 9/30/2018 - 9/29/2019  
Funding Sources: Federal – 100%

Respectfully,

Deborah C. Riitano  
Commissioner

Cc: Hon. Dennis Feeney, Legislative Majority Leader  
Hon. Frank Mauroiello, Legislative Minority Leader  
Kevin Cannizaro, Legislative Majority Counsel  
Arnis Zilgme, Legislative Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Authorization to accept grant funding from NYSOFA for Medicare Improvements for Patients and Providers Act (MIPPA) Program

Date: 2/4/2019
Submitted By: Patrick Dillon
Department: Aging
Title: Contract Administrator
Phone: 518 447 7733
Department Rep.: Deborah C. Riitano
Attending Meeting:

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
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant

Acceptance
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):
NYS Office for Aging
2 Empire State Plaza
Albany, New York 12223-1251

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

Amount/Raise Schedule/Fee: $18,830
Scope of Services: The Medicare Improvements for Patients and Providers Act (MIPPA) program supports local Area Agencies on Aging (AAA's), Health Insurance Information Counseling and Assistance Program (HIICAP) providers, and NY Connects program providers in their efforts to educate and assist eligible Medicare beneficiaries with enrollment into the Medicare Low-Income Subsidy (LIS) program and the Medicare Savings Program (MSP). In addition, funding is utilized to provide counseling and assistance on accessing the Medicare Prescription Drug Coverage Part D, especially for those beneficiaries who are low-income, underserved, and/or residing in rural areas; and to promote the availability of Medicare preventive and wellness 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: Click or tap here to enter text.

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

County Budget Accounts:
Revenue Account and Line: 04788
Revenue Amount: $18,830

Appropriation Account and Line: 44046
Appropriation Amount: $18,830

Source of Funding - (Percentages)
Federal: 100%
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 9/30/2018 to 9/29/2019
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: 84
Date of Adoption: 3/12/2018

Justification: (state briefly why legislative action is requested)

The Department for Aging (DFA) is requesting legislative approval to enter into and execute a contract with the NYS Office for Aging (NYSOFA) regarding the Medicare Improvements for Patients and Providers Act (MIPPA) program. Albany County’s initial funding award for the 2018-19 program year is $18,830 with no County match requirement. This program supports local Area Agencies on Aging (AAA’s), Health Insurance Information Counseling and Assistance Program (HIICAP), and NY Connects programs in their efforts to educate and assist eligible Medicare beneficiaries with enrollment into the Medicare Low-Income Subsidy (LIS) program and the Medicare Savings Program (MSP). In addition, funding is utilized to provide counseling and assistance on accessing the Medicare Prescription Drug Coverage Part D, especially for those beneficiaries who are low-income, underserved, and/or residing in rural areas; and to promote the availability of Medicare preventive and wellness services.
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**Total** | $280,671  | $616,999  | $941,660  | $1,239,321

Footnotes:

(1) As in the previous MFPA grant, all counties have been designated for rural outreach except NYC, Westchester, Nassau and Suffolk Counties. One third of the funding is designated for Rural outreach counties only.
(2) The ADRC responsible for Hamilton and Warren Counties is a multi-county entity and is administered through Warren County. Hamilton County's allocation is unchanged with Warren County and the same is shown as awarded to Warren County.
(3) No existing ADRC is in this County prior to September 30, 2014, therefore, there is no ADRC award.
Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, NY 12207

February 11, 2019

Dear Chairman Joyce,

I am submitting the enclosed Request for Legislative Action for approval on behalf of the Albany County Recreation Department to sign a Memorandum of Understanding (MOU) with the Bethlehem Recreation Department. The Bethlehem Recreation Department is going to supply fields and buildings for the Albany County Recreation Department to run programming. This will benefit the Bethlehem community by providing them with free karate and flag football programs. In the future, we hope to expand the opportunities within the Bethlehem community. Please do not hesitate to contact us if you have any questions or require additional information. Thank you for your consideration.

Respectfully,

John D’Antonio
Commissioner, Recreation Department

CC:
Dennis A. Feeney, Majority Leader
Frank A. Mauriello, Minority Leader
Kevin Cannizzaro, Esq., Majority Counsel
Arnis Zilgme, Esq. Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
MOU with Bethlehem for Recreation Services

Date: 2/13/19
Submitted By: Lauren Sirkin
Department: Department of Recreation
Title: Clerk Typist 3
Phone: 518-655-7945
Department Rep.
Attending Meeting: John D’Antonio

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)

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
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) Intergovernmental MOU

Intergovernmental MOU

Contract Terms/Conditions:

Party (Bethlehem Recreation Department):
   261 Elm Ave, Delmar, NY 12054

Additional Parties (Albany County Recreation Department)
   390 New Salem Road Voorheesville NY 12186

Amount/Raise Schedule/Fee: $0
Scope of Services: Bethlehem Recreation department and the Albany County Recreation Department are entering into a two year MOU in which Albany County will use Bethlehem facilities for free in order to provide free recreational programming to the residents of Bethlehem.

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:
Revenue Account and Line: N/A
Revenue Amount: $0
Appropriation Account and Line: N/A
Appropriation Amount: N/A

Source of Funding - (Percentages)
Federal: N/A
State: N/A
County: N/A
Local: N/A

Term
Term: (Start and end date) 2/28/19-2/28/21
Length of Contract: Two Years

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: N/A
Date of Adoption: N/A

Justification: (state briefly why legislative action is requested)
The Albany County recreation department and the Bethlehem recreation department would like to enter into a memorandum of understanding in which Albany County Department of Recreation provides programming to the residents in Bethlehem. The Town of Bethlehem will provide free programming spaces for the programs. This agreement will last for two years with the option of renewing afterwards. If either department feels that they would like to leave this agreement, they may do so with thirty days notice.
February 6, 2019

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 a contract with the New York State Department of Health for reimbursement of administrative costs incurred, for the provision of Early Intervention services, in the amount of $114,831 for the period October 1, 2018 – September 30, 2019.

Local governments have the responsibility for administering the Early Intervention Program (EIP) subject to regulations of the Commissioner of Health. Administrative funds are provided to all municipalities to offset cost incurred in the implementation of the EIP, exclusive of due process costs. This funding is contingent upon a municipality’s compliance with the work plan developed by the Department.

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,

[Signature]
Gail Geohagen-Pratt
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgne, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization to Accept Early Intervention Admin Reimbursement from NYSDOH 2018-2019

Date: 2/6/19
Submitted By: Scott McNelis
Department: Children, Youth & Families
Title: Contract Administrator
Phone: 7306
Department Rep. Gail Geohagen-Pratt
Attending Meeting: 

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
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant

Renewal
Submission Date Deadline 9/30/2019
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed)

Contract Terms/Conditions:

Party (Name/address): NYSDOH
Division of Family Health, Fiscal Unit,
ESP Corning Tower - Room 878,
Albany, NY 12237-0657

Additional Parties (Names/addresses):

Amount/Raise Schedule/Fee: $114,851
Scope of Services: Reimbursement for administrative costs associated with the
Early Intervention Program

Bond Res. No.:
Date of Adoption:

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☒ No ☐
If Mandated Cite Authority: Public Health Law Title II-A of Article 25
Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:
Revenue Account and Line: AA4059 03449
Revenue Amount: $114,851

Appropriation Account and Line: AA4059 1 AA4059 8
Appropriation Amount: $73,859 $40,992

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: 100%
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 10/1/2018 - 9/30/2019
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: 17-378, 17-039, 15-310, 15-83, 14-250, 13-074, 12-324, 11-179
Date of Adoption: 10/10/17, 2/13/17, 8/10/15, 3/9/15, 7/14/14, 3/11/13, 9/10/12, 5/9/11

Justification: (state briefly why legislative action is requested)
Please see attached
Department for Children, Youth and Families

Backup Material for Contractual Agreement Between the New York State Department of Health and Albany County for the Reimbursement of Administration Costs for Early Intervention

The Department for Children, Youth and Families is seeking Legislative authorization to enter into a contractual agreement with the New York State Department of Health (NYSDOH) in the amount of $114,851 for the period of October 1, 2018 – September 30, 2019. Under this contract, Albany County will be able to claim reimbursement from the State for administrative costs incurred for the provision of Early Intervention services.

The New York State Early Intervention Program (EIP) is part of the national Early Intervention Program for infants and toddlers with disabilities and their families. First created by Congress in 1986 under the Individuals with Disabilities Education Act (IDEA), the EIP is administered by the New York State Department of Health through the Bureau of Early Intervention. In New York State, the Early Intervention Program is established in Article 25 of the Public Health Law and has been in effect since July 1, 1993.

Local governments have responsibility for administering the Early Intervention Program (EIP) subject to regulations of the Commissioner of Health. Administrative funds are provided to all municipalities to offset cost incurred in the implementation of the EIP, exclusive of due process costs. This funding is contingent upon a municipality’s compliance with the work plan developed by the Department.

To be eligible for services, children must be less than 3 years of age and have a confirmed disability or established developmental delay, as defined by the State, in one or more of the following areas of development: physical, cognitive, communication, social-emotional, and/or adaptive.
November 3, 2016

Ms. Deirdre Farrell Romanski
Early Intervention Services Manager
Albany County Health Department
112 State Street, 3rd Floor
Albany NY 12207

Dear Ms. Farrell Romanski:

This is to inform you of the Department’s intention to provide funding to support the Early Intervention Administration Program at your agency for a new five-year contract term effective October 1, 2016 to September 30, 2021. The annual funding amount will be $114,851. The contract number assigned to your New York State Grant contract for the five-year term is C31617GG and must be referenced on all claims for payment and correspondence with the Department. This contract is contingent upon approval of the New York State Office of the State Comptroller, availability of federal funds and contractor performance.

Your Early Intervention Administration non-competitive grant will be available Monday November 7, 2016 in Grants Gateway. All work on your grant will be completed in Grants Gateway. The grant contract will be signed electronically in Grants Gateway once the Department approves the application. Additional information on the Grants Gateway can be found on the Grants Reform website at: http://www.grantsreform.ny.gov.

A webinar on how to work in the Grants Gateway has been scheduled for November 9, 2016 at 10:00 AM. Please save the date, call-in information is an attachment to this email. If you are unable to attend the webinar, it will be available on YouTube at a later date. A link will be sent when it is available.

Please be advised, in accordance with Office of Management and Budget requirements, this contract is a sub award under the following Federal Award:

a) Federal Award Identification Number (FAIN): H181A160021
b) Federal award project description: Early Intervention Program for Infant & Toddlers with Disabilities
c) Federal Award Date (see § 200.39 Federal award date): 07/01/2016-09/30/2018
d) Name of Federal Awarding Agency: US Department of Education / OSEP
e) CFDA Number and Name: 84.181 Part C of IDEA
f) Amount of Federal Funds Obligated by this action: $5,033,846
g) Total Amount of Federal Funds Obligated to the sub recipient: $70,930
h) Sub recipient name (must match registered name in DUNS): Albany County Health Department
i) Sub Recipient DUNS #: 060536653
j) Total Amount of the Federal Award: $26,106,078
k) Research & Development Award? No
l) Indirect cost rate for the Federal Award: 10% or Agency’s Federally Approved IC Rate
If you have any administrative questions, please contact Ms. Alexis Lighthall in the DFH Bureau of Administration at (518) 473-4441, programmatic questions should be addressed to Ms. Audrey Kennett in the Bureau of Early Intervention at (518) 473-7016.

Sincerely,

*Alexis Lighthall*

Alexis Lighthall  
Health Program Administrator  
DFH, Bureau of Administration

cc:  
EI Official  
Audrey Kennett  
DOH Audit Clearinghouse
**EXPENDITURE SUMMARY**

Instructions:
1. Save this form to display a roll-up of the category budget details.
2. Click Forms menu to return to the navigation links.

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<th>Category of Expense</th>
<th>Grant Funds</th>
<th>Match Funds</th>
<th>Match % Calculated</th>
<th>Match % Required</th>
<th>Other Funds</th>
<th>Total</th>
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1865213

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**El Admin**

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<th>% Salary Allocated</th>
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<td>PERIOD TOTAL</td>
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</table>
February 12, 2019

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 in regards to a contract with the City of Albany Police Department for a part-time Law Enforcement Coordinator to be co-located at the Albany County Department for Children, Youth and Families Children’s Advocacy Center (CAC).

The requested contract is for the term of February 1, 2019 – January 31, 2020 for $27,000 and does not involve a local share as this will be supported through CAC grant funding.

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 Cannizarro, Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for Law Enforcement Coordinator for CAC

Date: 2/12/2019
Submitted By: Scott McNells
Department: Children, Youth and Families
Title: Contract Administrator
Phone: 7306
Department Rep. Gail Gechagen
Attending Meeting:

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)

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
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: City of Albany Police Department
165 Henry Johnson Blvd.
Albany, New York 12210

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

Amount/Raise Schedule/Fee: $27,000
Scope of Services:
Part Time Law Enforcement Coordinator at the Children’s Advocacy Center

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:
Revenue Account and Line: AA6119 03407
Revenue Amount: $27,000

Appropriation Account and Line: AA6119 44046
Appropriation Amount: $27,000

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: 100%
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 2/1/2019 - 1/31/2020
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: 18-95, 17-41, 16-555, 15-536, 15-63
Date of Adoption: 3/12/18, 2/13/17, 12/5/16, 12/7/15, 2/10/15

Justification: (state briefly why legislative action is requested)
Please see attached
Department for Children, Youth and Families

Backup Material for Authorization for Contract Authorization with the City of Albany Police Department for a part-time Law Enforcement Coordinator at the Albany County Department for Children, Youth and Families Children’s Advocacy Center

The Department respectfully requests Legislative authorization to contract with the City of Albany Police Department for a part-time Law Enforcement Coordinator to be co-located at the Albany County Department for Children, Youth and Families Children’s Advocacy Center (CAC). The contract term is for February 1, 2019 - January 31, 2020 for a contract amount of $27,000.

The Department for Children, Youth and Families – Children’s Advocacy Center was awarded funding from NYSOCFS specifically for Children’s Advocacy Centers. For the 2019-2020 grant cycle, the Department is utilizing this funding to offset salary and fringe of staff persons for the CAC and a Family Advocate position, training for staff, County costs for office supplies and telephone, as well as to continue to support a collaborative community education and outreach campaign regarding the prevention of child abuse and maltreatment. We are also utilizing such funds to continue to contract with a Forensic Nurse Practitioner to provide non-emergent medical exams, on site at the Children’s Advocacy Center, of children and youth who are alleged to be the victim of child abuse and to support a contract for a part-time Law Enforcement Coordinator to ensure the consistent participation of the various Law Enforcement agency personnel in Multi-Disciplinary Team (MDT) processes and practices in Albany County.

The Mission of the Albany County Children’s Advocacy Center is to minimize trauma to children while providing a coordinated approach to the investigation, prosecution and treatment of child sexual abuse and physical abuse cases and to maximize the effects of interventions for children and their families.

The Albany County Multi-Disciplinary Team is a collaboration of professionals from the various disciplines who investigate, prosecute and treat child victims of sexual and physical abuse in Albany County. The partners include Albany County Department for Children Youth and Families, Albany County District Attorney’s Office, Albany Police Department, Albany County Sheriff’s Office, Altamont Police Department, Bethlehem Police Department, Cohoes Police Department, Colonie Police Department, Green Island Police Department, Guilderland Police Department, Menands Police Department, New York State Police Troop G, Ravena-Coeymans Police Department, Watervliet Police Department, Albany County Crime Victims and Sexual Violence Center, St. Anne Institute, Albany County District Attorney Victim/Witness Specialist Program, Northeast Health, Forensic Nurse Practitioners of Schenectady, and Albany Medical Center.

The part-time Law Enforcement Coordinator is to be co-located at the Children’s Advocacy Center and shall be a liaison between the ACDCYF CAC and the multiple Law Enforcement Agencies in Albany County and those outside of Albany County that may also be investigating cross-district cases, including the FBI and Homeland Security. The duties of the part-time Law Enforcement Coordinator will include, but are not limited to: serve as the point person for law enforcement agencies with questions about proper procedures related to the investigation of MDT cases; assist as necessary and appropriate in the investigation coordination of a MDT case; assist in engaging other law enforcement agencies in the collaborative CAC model investigation process; and work with partner agencies to resolve barriers involving the criminal aspect of a MDT case. As the Albany County Safe Harbour initiative involving the Commercial Sexual Exploitation of Children (CSEC) also falls under the
Law Enforcement Coordinator
For
Albany County Department for Children, Youth and Families
Children’s Advocacy Center

The Law Enforcement Coordinator shall facilitate and assist the Albany County DCYF Children’s Advocacy Center (CAC) in its Multi-Disciplinary Team (MDT) regarding child abuse and neglect cases. As the Albany County Safe Harbour initiative involving the Commercial Sexual Exploitation of Children (CSEC) also falls under the Albany County CAC, the Law Enforcement Coordinator may also assist in such cases for a coordinated investigation and response.

The Law Enforcement Coordinator shall be a liaison between the ACDCYF CAC and the multiple Law Enforcement Agencies in Albany County and those outside of Albany County that may also be investigating cross-district cases, including the FBI and Homeland Security.

Albany County anticipates, and can support, a part-time Law Enforcement Coordinator for approximately 15 hours per week for an annual contract of $27,000.

The part-time Law Enforcement Coordinator would be responsible for the following job duties:

- Serve as the point person for law enforcement agencies with questions about proper procedures related to the investigation of MDT cases and CSEC cases;
- Assist as necessary and appropriate in the investigation coordination of a MDT case;
- Assist in engaging other law enforcement agencies in the collaborative CAC model investigation process and encourage minimal or non-participating law enforcement agencies to be more engaged in such, including their attendance to case review consistently for MDT and CSEC cases;
- Develop and maintain professional working relationships with all county agencies, including the Coroner’s office to assist in their consistent participation in the MDT process;
- Confer with police agencies about the status of criminal investigations of a MDT and/or CSEC case, and provide technical assistance as necessary and appropriate;
- Confer with the District Attorney’s office about the status of prosecution of a MDT and/or CSEC case
- Work with partner agencies to resolve barriers involving the criminal aspect of a MDT and/or CSEC case;
- Attend case review for the MDT and CSEC;
- Participate and deliver training when able and appropriate related to the CAC model, MDT case processes, and CSEC;
- Compile and keep current a list of all participating MDT member agencies and especially law enforcement agency contacts;
- Compiles and reports on data as requested by the ACDCYF CAC;
- Assists in the coordination of interviews as needed, especially in an effort to reduce multiple child interviews when possible and have such occur on site at the CAC when possible;
- Assists in the review and development of protocols, policies and procedures with the Coordinator as needed and appropriate for the ACDCYF CAC.
MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
THE COUNTY OF ALBANY AND THE ALBANY COUNTY SHERIFF'S OFFICE

Pursuant to Resolution No. 206, approved 5/14/18
Amending Resolution No. 95, approved 3/12/18

This agreement is made as of this ________, 2018, by and between the Albany County Sheriff's Office, having its office at 16 Eagle Street, Albany, New York, 12207 and The County of Albany, on behalf of its Department for Children, Youth, and Families (hereinafter “DCYF”) having its office at 112 State Street, Albany, NY 12207.

WHEREAS, the DCYF has requested authorization to enter into an agreement with the Albany County Sheriff’s Office regarding a part-time Law Enforcement Coordinator who will work with (be co-located at) the DCYF Children’s Advocacy Center beginning February 1, 2018 and ending January 1, 2019; and

WHEREAS, the DCYF Commissioner desires that this part-time Law Enforcement Coordinator be a liaison between the DCYF, the Children’s Advocacy Center and the multiple law enforcement agencies in Albany County and those outside of Albany County that may be investigating cross-district cases, including the Federal Bureau of Investigation and the Department of Homeland Security;

Therefore it is agreed by the parties signing below that:

1. The Albany County Sheriff’s Office will designate an officer to serve as the Law Enforcement Coordinator for the County’s Department for Children, Youth, and Families at the Children’s Advocacy Center located at 260 South Pearl Street, Albany, New York 12202.

2. That the Law Enforcement Coordinator shall:

   A. Serve as the point person for law enforcement agencies with questions about proper procedures related to the investigation of Multi-Disciplinary Team (MDT) and Commercial Exploitation of Children (CSEC) cases;

   B. Assist as necessary and appropriate in the investigation and coordination of a MDT case;

   C. Assist in engaging other law enforcement agencies in the collaborative CAC model investigation process and encourage minimal or non-participating law enforcement agencies to be more engaged in such, including their attendance to case review consistently for MDT and CSEC cases;

   D. Develop and maintain professional working relationships with all county agencies, including the Coroner’s Office, to assist in their consistent participation in the MDT process;

   E. Confer with police agencies about the status of criminal investigations of a MDT and/or CSEC case, and provide technical assistance as necessary and appropriate;

   F. Confer with the District Attorney’s Office about the status of prosecution of a MDT and/or CSEC case;

   G. Work with partner agencies to resolve barriers involving the criminal aspect of a MDT and/or CSEC case;

   H. Attend case review for the MDT and CSEC;
I. Participate and deliver training when able and appropriate related to the CAC model, MDT case processes, and CSBC;

J. Compile and keep current a list of all participating MDT member agencies and especially law enforcement agency contacts;

K. Compile and report on data as requested by the Albany County Department for Youth and Families’ Child Advocacy Center;

L. Assist in the coordination of interviews as needed, especially in an effort to reduce multiple child interviews when possible and have such occur on site at the Child Advocacy Center when possible;

M. Assist in the review and development of protocols, policies and procedures with the Coordinator as needed and appropriate for the Albany County Department for Children, Youth and Families’ Child Advocacy Center.

3. In the event that the designated officer is incapacitated, the Albany County Sheriff’s Office agrees to provide a qualified substitute to fulfill the obligations of Law Enforcement Coordinator in his absence.

4. That for these services, the County agrees to pay, and the Albany County Sheriff’s Office agrees to accept an amount not to exceed TWENTY-SEVEN THOUSAND and 00/100 ($27,000.00) DOLLARS for the services rendered under this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year opposite their respective names.

Dated: 07-11-2018

Hon. Daniel P. McCoy
Albany County Executive
or
Philip F. Calderone
Deputy County Executive

Dated: 07-20/18

Hon. Craig D. Apple, Sr., Sheriff
Albany County Sheriff’s Office

By: [Signature]

Dated: _____________________

Gail Gehaen-Pratt, Commissioner
Albany County Department for Children, Youth and Families