



Kenneth W. Jenkins  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

113839

Date: May 22, 2026

To: Honorable Board of Acquisition and Contract

From: Leonard G. Townes  
Commissioner of Social Services

Re: Authority to enter into evergreen affiliation agreements with several accredited colleges and universities to place matriculated students from such educational institutions, including Westchester County employees, at the County's Department of Social Services facilities for supervised educational instruction and experiential learning in various programs, including social work, in order to complete credit-bearing practicum learning programs.

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Authority is respectfully requested from your Honorable Board for the County of Westchester (the "County"), acting by and through its Department of Social Services ("DSS"), to enter into affiliation agreements (individually, the "Agreement" and collectively, the "Agreements") with the following accredited colleges and universities listed below (individually, the "Educational Institution" and collectively, the "Educational Institutions"), pursuant to which the County will provide supervised internship and practicum educational placement opportunities at the County facilities to matriculated students, with priority given to students that are also DSS employees:

1. Fordham University
2. Adelphi University
3. Aurora University
4. Grand Canyon University
5. Delaware State University
6. Utica University
7. Yeshiva University
8. Iona University
9. Marist University
10. The College of Westchester, Inc.
11. Pace University
12. Nazareth University

### 13. Alfred University

The Educational Institutions would like to partner with DSS to develop structured internships and higher education accredited practicum (field placement) learning programs for students enrolled at such Educational Institutions, including unaffiliated students and students that are also working at DSS, for the purpose of carrying out various professional accreditation programs within DSS program areas, as more particularly described in Schedule "A" attached to the proposed resolution, that align with the students' area of academic concentration.

Pursuant to the Affiliation Agreements, the County will provide qualified subject matter supervisors that meet the requirements of the Educational Institution and that will collaborate with the Educational Institution in carrying out the Educational Institution objectives, given due consideration to the normal operation of the DSS.

The term of each Agreement will be for one year, commencing on the Effective Date, which is the date of execution of such agreement by the parties, and will automatically renew from year to year, until terminated by either party upon written notice to the other, made at least six (6) months prior to its scheduled termination date. However, no such termination shall take effect until all students then enrolled in a practicum have completed such practicum.

There will be no cost to the County and no compensation paid under the Agreements to the County or the Educational Institutions. The parties acknowledge that the County will not provide insurance, professional or otherwise covering the students or faculty members. In addition, the County will not be responsible to transport faculty or students to County facilities or anywhere else.

The goal and objective of the proposed Agreements is to provide students with practicum learning experience directly in the field of social services.

The proposed Agreements will serve a public purpose by assisting the Educational Institutions in preparing students to enter the field of social services and strengthening the social services workforce.

The goal and objective of the proposed Agreements is in the best interests of the County in terms of public health and welfare, as assisting the Educational Institutions in preparing students to provide services in the field of social services, will ultimately augment and enhance the social services workforce.

The goals and objectives of the proposed Agreements will be tracked and monitored by the staff of DSS.

As the Agreements do not constitute procurement of goods or services, the requirements of the Westchester County Procurement Policy do not apply.

I respectfully recommend the adoption of the attached resolution.

LGT/cmc

## RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services (the "DSS"), is hereby authorized to enter into affiliation agreements (individually, the "Agreement" and collectively, the "Agreements") with the following accredited colleges and universities listed below (individually, the "Educational Institution" and collectively, the "Educational Institutions"), pursuant to which the County shall provide supervised internship and practicum educational placement opportunities at DSS facilities to matriculated students, with priority given to students that are also DSS employees, within DSS program areas, as more particularly described in Schedule "A" attached to this resolution:

1. Fordham University
2. Adelphi University
3. Aurora University
4. Grand Canyon University
5. Delaware State University
6. Utica University
7. Yeshiva University
8. Iona University
9. Marist University
10. The College of Westchester, Inc.
11. Pace University
12. Nazareth University
13. Alfred University

; and be it further

RESOLVED, that the term of each Agreement shall be for one year, commencing on the Effective Date, which is the date of execution of such agreement by the parties, and shall automatically renew from year to year, until terminated by either party upon at least six (6) months prior written notice prior to its scheduled termination date, provided however, no such termination shall take effect until all students then enrolled in a practicum have completed such practicum; and be it further

RESOLVED, that there shall be no cost to the County; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
N/A	N/A	N/A	N/A	N/A	\$0.00

2. Budget Funding Year(s):

Start Date: Effective Date  
(must match resolution)

End Date: N/A

3. Funding Source:

Federal	0%	CFDA#(s)	N/A		
State	0%	State ID#(s)	N/A		
Operating/ Tax Levy	0%				
Capital	0%				

4. Total NTE: \$0.00

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT

26 - RAYMOND SCULKY, SECRETARY

**SCHEDULE "A"**  
**LIST OF AFFILIATE PROGRAM AREAS**

1. Adoption	15. Foster Care Resource Unit	29. Supplemental Nutrition Assistance Program (SNAP)
2. Adult Protective Services (APS)	16. Foster Care/Preventive Services Support Unit	30. Systems (IT)
3. Career Centers	17. Home Care/Personal Care	31. Temporary Assistance- Field Offices
4. Case Management Information Center (CMIC)	18. Home Energy Assistance Program (HEAP)	32. Veterans Services
5. Child Care Assistance Program	19. Human Resources	
6. Child Protective Services (CPS)	20. Medicaid	
7. Clinical & Behavioral Assessment Unit (CBAU)	21. Mobile Crisis (Crisis Assessment & Stabilization)	
8. Communications	22. Office of Housing Counsel- Legal Services and Housing Advocacy	
9. Constituent Affairs	23. Office of Program Integrity	
10. Contracts (Government Contracting)	24. Office of Temporary Financial Services (OTFS) Program Audits, Procedures and Training Development	
11. Cross Systems Unit (CSU)	25. Office of Temporary Housing Assistance	
12. Emergency Services	26. Office of Work Activities	
13. Facilities	27. Organizational Enhancement and Professional Development (OEPD)	
14. Fiscal Operations (Accounting & Grant Management)	28. Safe Harbor (Human Trafficking Assessment & Prevention)	

APPROVED BOARD OF ACQUISITION CONTRACT - 06/11/2026 - RAYMOND SCULLY, SECRETARY