



Kenneth W. Jenkins  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

111500

DATE: August 11, 2025

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Authority for the County of Westchester to enter into an agreement with Adelphi University, pursuant to which Adelphi's social work students and Department of Social Services employees enrolled in Adelphi's social work program will participate in a field education/internship placement at the County's Department of Social Services, delivering quality care to the Department's clients, for the period from September 1, 2025 through August 31, 2026.

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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 (the "Department"), to enter into an agreement ("the proposed Agreement," DSS2001PD-25) with Adelphi University ("Adelphi"), pursuant to which Adelphi's social work students and Department employees enrolled in Adelphi's social work program (the "Students") will participate in a field education/internship placement at the Department, delivering quality care to the Department's clients, for the period from September 1, 2025 through August 31, 2026. There will be no monetary compensation paid to the County for its participation in this program.

Pursuant to the proposed Agreement, Adelphi and the Department will work in collaboration to develop a field education/internship program and continue to deliver quality care to the Department's clients. Adelphi, in coordination with the Department, will provide the Students with an adequately supervised program of field education in social work. The field practicum experience will develop Students' social work skills in real-world organizational and community environments, and will provide the Students with the academic credits necessary to earn a degree in social work from Adelphi.

The goals and objectives of the proposed Agreement are to provide the fieldwork and clinical experience necessary to educate the Students in a professional environment.

The goals and objectives of the proposed Agreement are in the best interests of the

County in terms of public health because the field education/internship program will train future social workers whose services are needed to ensure that children and residents in the County are receiving proper assistance and social services.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Department.

Pursuant to the proposed Agreement, the County will not be engaging in the procurement of goods and services; accordingly, the County's Procurement Policy and Procedures does not apply.

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

LGT/MDR/mcz

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/21/2025 - RAYMOND SKULKY, SECRETARY

## RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), is hereby authorized to enter into an agreement ("the proposed Agreement," DSS2001PD-25) with Adelphi University ("Adelphi"), pursuant to which Adelphi's social work students and Department employees enrolled in Adelphi's social work program will participate in a field education/internship placement at the Department, delivering quality care to the Department's clients, for the period from September 1, 2025 through August 31, 2026; and be it further

RESOLVED, that there will be no monetary compensation paid to the County for its participation in this program; and be it further

RESOLVED, that the County Executive, or his duly authorized designee, is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

**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):** 2025-2026

Start Date: September 1, 2025 End Date: August 31, 2026  
(must match resolution)

**1. Funding Source:**

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

**2. Total NTE: \$0.00**

(must match resolution)