



Memorandum

Department of Senior Programs and
Services

112610

DATE: November 24, 2025

TO: Board of Acquisition & Contract

FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services

RE: Request authority for the County of Westchester to enter into an agreement with Westchester Public/Private Membership Fund for Aging Services, Inc., for the provision of Senior Center Recreation and Education Services to seniors 60 years or older, in accordance with the Unmet Need program, for a term commencing on April 1, 2025 and continuing through March 31, 2026, in an amount not-to-exceed \$220,000 in state funds, payable pursuant to an approved budget.

The County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services seeks the authority from your Honorable Board to enter into an agreement (the "Agreement") with Westchester Public/Private Membership Fund for Aging Services, Inc. (the "WPPMF") to provide Senior Center Recreation and Education Services to Westchester County senior residents 60 years or older (the "Services"), in accordance with the New York State Office for the Aging (the "State") Unmet Need program (the "Program"). The proposed Agreement shall be for a term commencing on April 1, 2025 and continuing through March 31, 2026. WPPMF will be paid for actual Services provided with State funding in an amount not-to-exceed \$220,000, pursuant to an approved budget.

The proposed Agreement will serve a public purpose because it would allow for social, recreational, educational and cultural activities to aid in the reduction of isolation of County seniors.

The goals and objectives of the proposed Agreement are to expand services to seniors that will enable them to remain engaged in meaningful activities in their communities and to reduce isolation.

The goals and objectives of the proposed Agreement are in the best interest of the County in terms of fiscal responsibility because they serve as a means of providing funding to augment services to seniors to improve the general well-being of seniors and avoid or delay premature institutionalization, thereby reducing Medicaid costs.

The Services will be tracked, monitored and evaluated through monthly reporting activities and annual on-site reviews to determine if the Agreement performance goals and objectives are being met in a fiscally responsible and appropriately safe and successful fashion.

The proposed Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof.

Accordingly, approval of the attached resolution is most respectfully recommended.

MC/BL/cmc

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/11/2025 - RAYMOND SCULKY, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM MAE CARPENTER, COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES, be it hereby:

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services, is hereby authorized to enter into an agreement (the "Agreement") with Westchester Public/Private Membership Fund for Aging Services, Inc. (the "WPPMF") to provide Senior Center Recreation and Education Services to Westchester County residents 60 years or older (the "Services"), in accordance with the New York State Office for the Aging (the "State") Unmet Need program; for a term commencing on April 1, 2025 and continuing through March 31, 2026, for an amount not to exceed \$220,000.00 paid with State funds for actual Services provided, pursuant to an approved budget; and be it further

RESOLVED, that the Agreement is subject to County Appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the WPPMF, then WPPMF shall have the right to terminate these Agreements upon reasonable prior written notice; and be it further

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

BUDGET BOX FOLLOWS

Agreement: \$220,000

Account to be charged:	Fund	Dept.	Major Program, Program & Phase or Unit	Sub-Unit	Object/Sub Object	Trust Account	Dollars
UNMET NEED	263	85	TA06	GRNT	4380	T1006	\$220,000

Budget Funding
Year(s):
(must match
resolution)

2025 - 2026

Start Date

4/1/202
5

End
Date 3/31/2026

Funding Source

County Tax
Dollars:

\$0.00

\$220,000

State Aid:

\$220,000

(must match
resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/11/2025 - RAYMOND SCULKY, SECRETARY