



Memorandum  
Office of the County Attorney

**110160**

December 18, 2024

To: Honorable Members of the Board of Acquisition and Contract  
From: John M. Nonna  
County Attorney  
Re: Authority to enter into an agreement with the Office of the Administrative Judge, Ninth Judicial District to fund a Housing Court Guardian ad Litem program.

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Attached for your consideration is a resolution which, if approved by your Honorable Board, would authorize the County of Westchester ("County") to enter into an agreement with the Office of the Administrative Judge, Ninth Judicial District ("District") to fund a Housing Court Guardian Ad Litem ("GAL") program.

Under the proposed agreement, the County will provide funding of no less than \$75,000.00 annually, beginning January 1, 2025. The term of the agreement will continue until terminated in writing by either party. For each completed assignment, a GAL will receive a flat fee of \$750.00. This fee is subject to modification by the District.

By way of background, the GAL Program was established in Westchester County during 2022 to provide access to justice for those without the ability to advocate for their interests in the local courts. These are most often persons in the process of eviction proceedings who are deemed impaired, but have not been judicially declared incompetent. The GALs (who are not necessarily attorneys) function as a bridge between their ward and the presiding judge. The GALs also provide a vital link to community services, such as the Department of Social Services, Department of Community Mental Health, utility providers, and local municipal building, fire and, public safety departments. GALs assist the court in fashioning a more just and comprehensive case resolution by addressing the needs of this under-served population.

The GAL program is a court-certified program, administered by the New York State Office of Court Administration ("OCA") which was established in New York City since 2010. The GALs, judges, and attorneys are all required to attend extensive training prior to certification. All GALs are monitored by the presiding judge of the case in which they serve until completion.

Approval of the attached Resolution is respectfully requested.

JMN/sk/dlv

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2024 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

Upon a communication from the County Attorney, be it hereby

**RESOLVED**, that the County of Westchester (“County”) is authorized to enter into an agreement with the Office of the Administrative Judge, Ninth Judicial District (“District”) to fund a Housing Court Guardian Ad Litem (“GAL”) program; and be it further

**RESOLVED**, that under the proposed agreement, the County will provide funding of no less than \$75,000.00 annually, beginning January 1, 2025. The term of the agreement will continue until terminated in writing by either party. For each completed assignment, a GAL will receive a flat fee of \$750.00. This fee is subject to modification by the District, and be it further

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

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	18	1000	4380		\$75,000.00

Budget Funding Year(s) 2025 Start Date Upon Execution End Date Until Terminated  
 (must match resolution)

Funding Source Tax Dollars \$75,000  
 State Aid \_\_\_\_\_  
\$75,000 Federal Aid \_\_\_\_\_  
 (must match resolution)  
 Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION CONTRACT - 12/19/2024 RAYMOND SOKKY, SECRETARY