



Kenneth W. Jenkins  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

112447

DATE: November 14, 2025

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with the Westchester Institute for Human Development for the provision of services related to Psychological and Psychiatric Evaluations for children ages 3 and older who are involved with preventive services or placed in family foster care, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$237,892.

---

Authorization is requested for the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into an agreement (DSS6020-26) with the Westchester Institute for Human Development ("WIHD"), pursuant to which WIHD will provide services related to Psychological and Psychiatric Evaluations for children ages 3 and older who are involved with preventive services or placed in family foster care, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$237,892, to be paid on a monthly basis pursuant to an approved budget and subject to appropriation (the "Agreement").

The purpose of this program is to provide the Department with individualized evaluations that assist in the early identification of the service needs for children and adults/caregivers involved with preventive services or placed into foster care. Children that come to the attention of the child welfare system are at greater risk for developmental delays, academic delays, and mental health problems. As a result, these assessments can identify services that can improve child functioning and well-being, reduce the risk of foster care placements/replacements, stabilize foster care placements, and reduce placement into more intensive levels of care. These assessments also assist the Department in meeting state mandates for comprehensive, developmental assessments of children placed into foster care. Psychological evaluations of adults/caregivers will provide the Department with an understanding of an adult/caregiver's strengths and needs as it relates to the care of their child and can be used to identify services that can positively impact child safety, well-being and/or promote reunification.

This Agreement will serve a public purpose by providing needed psychological evaluations to children, their adults, and psychiatric evaluations to children. These services are necessary to determine a patient's mental state and guide recommendations for the best treatment.

The goals and objectives of this Agreement are to establish whether a diagnosis is present that requires treatment, assess the need for immediate intervention, create a treatment plan or identify any longer-term issues that require follow-up care.

The goals and objectives of this Agreement are in the best interest of the County in terms of public health by the provision of comprehensive, integrated mental health and social services care within the Department and in community-based settings, and by the implementation of treatment plans and strategies for promotion and prevention of mental health disorders. By identifying disorders on the onset, we are able to provide interventions that can help improve mental well-being of children and adults.

The goals and objectives of this Agreement are in the best interest of the County in terms of fiscal responsibility for those children and families in prevention it can avert the need for foster care placement and the cost associated with such placements. Preventing children from entering the foster care system can result in substantial savings for the County and the taxpayers. These evaluations can also link children and families to the appropriate treatment intervention for better permanency planning whether the child is in foster care or in receiving prevention in home services.

The goals and objectives will be tracked and monitored using performance measurement indicators developed by the Department. The Program Office will be responsible for setting the milestones and tracking their achievement by reviewing the performance reports submitted by the vendor, monthly meetings and making onsite visits.

Based on the Performance Measurement Indicators, the Department is able to report that from January 1, 2025 through September 30, 2025, WIHD serviced a total of 44 children; 26 children being psychologically evaluated, and 18 children were psychiatrically evaluated. WIHD has submitted 100% of the psychological and psychiatric evaluations within 20 business days of the evaluation being completed as stipulated by the contract.

The procurement of this Agreement is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)viii thereof. It should be noted that this Agreement is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) as the federal funding for this program falls under Social Services Block Grant.

Accordingly, the County of Westchester is hereby requesting authority to enter into an agreement with the Westchester Institute of Human Development for the aforesaid purpose.

An appropriate resolution requesting your Honorable Board's approval is attached herewith.

LGT/MBG/tml

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/04/2025 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services, is hereby authorized to enter into an agreement (DSS6020-26) with the Westchester Institute for Human Development ("WIHD"), to provide services related to Psychological and Psychiatric Evaluations for children ages 3 and older who are involved with preventive services or placed in family foster care, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$237,892, to be paid on a monthly basis pursuant to an approved budget (the "Agreement"); and be it further

RESOLVED, that this Agreement is subject to County Appropriation; 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 Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions necessary to implement this Resolution.

**1. Account to be Charged/Credited:**

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5960		\$237,892

**2. Budget Funding Year(s):** 2026

Start Date: January 1, 2026      End Date: December 31, 2026  
(Must match resolution)

**3. Funding Source:**

Federal	22%	CFDA#(s)	93.667		
State	48%	State ID#(s)	N/A		
Operating/ Tax Levy	30%				
Capital	N/A				

**4. Total NTE:** \$237,892  
(Must match resolution)