



Kenneth W. Jenkins  
County Executive

Department of Senior Programs and Services

Mae Carpenter  
Commissioner

**113375**

**DATE:** March 31, 2026

**TO:** Board of Acquisition & Contract

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

**RE:** Authority for the County of Westchester to amend two (2) grant agreements with New York State, acting by and through its Office for the Aging, to, 1.) increase the not-to-exceed amount of the Health Insurance Information, Counseling and Assistance Program Grant Agreement by \$4,293.00, from an amount not to exceed \$55,244.00 to a new total amount not to exceed \$59,537.00, for the period from April 1, 2024 through March 31, 2025, to provide additional funding to support Department of Senior Programs and Services personnel costs to operate HIICAP, and 2.) increase the not-to-exceed amount of the Medicare Improvements for Patients and Providers Act Grant Agreement by \$27,619.00, from an amount not to exceed \$52,147.00 to a new total amount not-to-exceed \$79,766.00, for the period from September 1, 2024 through August 31, 2025, to provide additional funding to support Department personnel costs to operate MIPPA.

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By resolution approved on February 29, 2024 (Resolution No. 106835), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), to enter into two (2) grant agreements (individually a "Grant Agreement", and collectively the "Grant Agreements") with New York State ("NYS"), acting by and through its Office for Aging ("NYSOFA"), to accept, 1.) a Health Insurance Information, Counseling and Assistance Program ("HIICAP") grant, for the period from April 1, 2024 through March 31, 2025, in an amount not to exceed \$55,244.00, comprised of federal and NYS funds, to fund the education and assistance of the elderly population in the County on Medicare and other important health insurance issues through outreach, empowerment, information, and advocacy, and 2.) a Medicare Improvements for Patients and Providers Act ("MIPPA") grant, for the period from September 1, 2024 through August 31, 2025, in an amount not to exceed \$52,147.00, comprised entirely of federal funds, to fund the education and assistance of the elderly population in the County with the application process for the Medicare Savings Plan program and Extra Help program, which are programs designed to save seniors money. The Grant Agreements were subsequently executed.

The County now seeks authority from your Honorable Board to amend the Grant Agreements to, 1.) increase the not-to-exceed amount of the HIICAP Grant Agreement by \$4,293.00, from an amount not to exceed \$55,244.00 to a new total amount not to exceed \$59,537.00, for the period from April 1, 2024 through March 31, 2025, to provide additional funding to support Department personnel costs to operate

HIICAP, and 2.) increase the not-to-exceed amount of the MIPPA Grant Agreement by \$27,619.00, from an amount not to exceed \$52,147.00 to a new total amount not to exceed \$79,766.00, for the period from September 1, 2024 through August 31, 2025, to provide additional funding to support Department personnel costs to operate MIPPA.

Except as specifically amended hereby, all other terms and conditions of the Grant Agreements will remain unchanged and in full force and effect.

## **1. HIICAP**

The HIICAP Grant Agreement serves a public purpose by providing funding to educate and assist the elderly population in the County on Medicare and other important health insurance issues.

The goals and objectives of the HIICAP Grant Agreement are to provide Medicare information through outreach, education, empowerment, information, and advocacy to residents of the County, including individuals nearing or recently reaching 65 years of age, seniors aged 65 and up, the disabled, caregivers, and the professional case managers and social workers who deal with these populations.

The goals and objectives of the HIICAP Grant Agreement are in the best interest of the County with respect to public health and the environment because it allows the County to help Medicare beneficiaries obtain needed medications that their Medicare Part D plans may not be providing for a variety of reasons.

The goals and objectives of the HIICAP Grant Agreement are tracked and monitored through review of responses to Department evaluation letters sent to individuals who have been counseled and through a review of evaluation forms collected from attendees of group Medicare information sessions. An annual evaluation will be conducted, and monthly reports are submitted and reviewed to ensure that program goals are being met.

## **2. MIPPA**

The MIPPA Grant Agreement serves a public purpose by providing funding to educate and assist the elderly population in the County on Medicare and other important health insurance issues.

Specifically, this funding is used to connect low-income seniors with benefit programs to which they are entitled. For example, the Medicare Savings Plan is a program that will pay for low-income beneficiaries' Part B Premiums on a monthly basis. These funds are used to screen, identify, and assist seniors who are eligible for the Medicare Savings Plan program, and the Extra Help program, with the application process. These programs are designed to save seniors money.

The goals and objectives of the MIPPA Grant Agreement are to provide outreach, education, empowerment, information, and advocacy for residents of the County who are nearing or have recently reached 65 years of age, seniors aged 65 and up, the disabled, caregivers, and the professional case managers and social workers who deal with these populations.

The goals and objectives of the MIPPA Grant Agreement are in the best interests of the County with respect to public health because these grant funds allow the Department to help Medicare beneficiaries enroll in benefit programs for which they are eligible and save money that they can use to maintain their homes, purchase food, and obtain needed medications that their Medicare Part D plans may, for a variety of reasons, not provide.

The goals and objectives of the MIPPA Grant Agreement are tracked and monitored through a review of responses to Department evaluation letters sent to individuals who have been assisted and through a review of evaluation forms collected from attendees of group Medicare information sessions. An annual evaluation will be conducted and monthly reports are submitted and reviewed to ensure that program goals are being met.

The Grant Agreements with NYSOFA are for the acceptance of grant funds and, as such, are not procurements of goods and services.

I certify that my Department, a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

Accordingly, I most respectfully recommend your Honorable Board's approval of the attached proposed Resolution.

MC/BL/mcz

Att.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/09/2026 - RAYMOND SUUKI, SECRETARY

**RESOLUTION**

UPON COMMUNICATION FROM THE 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 (the “Department”), is hereby authorized to amend two (2) grant agreements (the “Grant Agreements”) with New York State, acting by and through its Office for the Aging, to 1.) increase the not-to-exceed amount of the Health Insurance Information, Counseling and Assistance Program Grant Agreement by \$4,293.00, from an amount not-to-exceed \$55,244.00 to a new total amount not to exceed \$59,537.00, for the period from April 1, 2024 through March 31, 2025, to provide additional funding to support Department personnel costs to operate HIICAP, and 2.) increase the not-to-exceed amount of the Medicare Improvements for Patients and Providers Act Grant Agreement by \$27,619.00, from an amount not to exceed \$52,147.00 to a new total amount not to exceed \$79,766.00, for the period from September 1, 2024 through August 31, 2025, to provide additional funding to support Department personnel costs to operate MIPPA; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Grant Agreements shall remain unchanged and in full force and effect, 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.

HIICAP

Original Agreement	\$55,244.00
<u>Amendment No. 1</u>	<u>4,293.00</u>
Total	59,537.00

MIPPA

Original Agreement	\$52,147.00
<u>Amendment No. 1</u>	<u>27,619.00</u>
Total	79,766.00

Grant Agreements: \$139,303.00

[BUDGET BOXES TO FOLLOW]

Account to be Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Sub-Unit	Object/ Sub-Object	Trust Account	Dollars
HIICAP - Federal	263	85	945Z	GRNT	9853	T945	\$44,890
HIICAP - State	263	85	945Z	GRNT	9854	T945	\$14,647
MIPPA - Federal	263	85	962Z	GRNT	9853	T962	\$79,766
Aggregate Amount							\$139,303.00

Budget Funding Year(s)      Unit 945Z      2024 - 2025      State Date: 4/1/2024      Ending: 3/31/2025  
(must match resolution)      Unit 962Z      2024 - 2025      State Date: 9/1/2024      Ending Date: 8/31/2025

Funding Source      County Tax Dollars:      \$0  
\$139,303.00      State Aid:      \$14,647  
(must match resolution)      Federal Aid:      \$124,656

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/09/2026 - PLYMOUTH BULKY, SECRET