



Department of Emergency Services



111473

Memorandum

TO: Board of Acquisition and Contract

FROM: Susan Spear
Commissioner of Emergency Services

DATE: July 11, 2025

SUBJECT: Authorization for the County of Westchester to:

- 1) enter into an agreement with the New York State Department of Health, Bureau of Emergency Medical Services to accept a grant in a total aggregate amount not to exceed \$875,000, payable at a rate not-to-exceed \$175,000 per year, in connection with the Emergency Medical Services Program Agency for the program period July 1, 2024 through June 30, 2029; and
- 2) enter into a Memorandum of Understanding with the Westchester Regional EMS Council, Inc. pursuant to which the County of Westchester, through its Department of Emergency Services, will serve as the EMS Program Agency to assist the Westchester Regional EMS Council, Inc. in facilitating the development and operation of an emergency medical services system in Westchester County for a term commencing on July 1, 2024 and continuing through June 30, 2029.

Authorization is requested for the County of Westchester ("County"), acting by and through its Department of Emergency Services (the "Department"), to enter into an agreement with the New York State Department of Health, Bureau of Emergency Medical Services ("State"), to accept a grant in a total aggregate amount not to exceed \$875,000, payable at a rate not-to-exceed \$175,000 per year, in connection with the Emergency Medical Services Program Agency, for the program period July 1, 2024 through June 30, 2029 (the "Grant Agreement").

In addition, as your Honorable Board may know, Article 30 of the New York State Public Health Law (the "Law") authorizes the establishment of regional emergency medical services ("EMS") councils whose purpose is to coordinate EMS programs

within the geographic area in which they are established as well as make determinations of public need for additional EMS and ambulance services in the region. Since 2001, the Westchester Regional EMS Council, Inc. ("REMSCO") has served as the designated regional EMS council for the Westchester area. Furthermore, section 3003-a of the Law authorizes the establishment of EMS Program Agencies whose purpose is to assist the regional councils in overseeing and coordinating EMS operations in the local area by providing various administrative and staff support services. Since 2001, the Department, pursuant to a series of MOU's entered into with REMSCO, has served as the EMS Program Agency for Westchester. The most recent MOU between the County and REMSCO expired on June 30, 2024 and the parties desire to continue to work together to serve the EMS community.

Accordingly, authority is also requested for the County, acting by and through the Department, to enter into an MOU with REMSCO pursuant to which the Department will act as the "EMS Program Agency" and, in coordination with REMSCO, will facilitate the development and operation of an EMS system in Westchester County by providing various administrative and staff support services. The term of the MOU will commence retroactive to July 1, 2024 and continue through June 30, 2029. Although the County will receive no monetary remuneration from REMSCO for serving as the Program Agency under the MOU, it will receive funding under the aforementioned grant from the State, a portion of which will be used to meet the grant deliverables in support of the REMSCO.

Neither the Grant Agreement with the State nor the MOU with REMSCO constitute the procurement of goods or services and as such are not subject to the provisions of the County Procurement Policy.

The proposed Grant Agreement with the State is in the public's best interest and will promote public health, safety and general welfare by: i) providing assistance to address management and operational needs of each ambulance and Advanced Life Support-First Response Agency; ii) providing staff and administrative support to the Regional Emergency Medical Advisory Committee, the Regional Emergency Medical Services Advisory Board and the Regional Trauma Advisory Committee; iii) assisting the State with the implementation of specially designated hospital centers, as well as education and training of EMS personnel; iv) arranging and managing the distribution of the State's Pre-hospital Care Report forms to EMS agencies; v) developing, maintaining and providing a regional patient care information system, and vi) providing a mechanism to inform EMS agencies of EMS certification and Continuing Medical Education programs

The goals and objectives of both agreements are to effectively and efficiently provide assistance to and support for EMS services throughout the County.

The Department will monitor the goals and objectives of this program.

With respect to the Grant Agreement with the State, 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.

Based upon the foregoing, I most respectfully recommend approval of the annexed Resolution.

SS/jpg/nn
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/17/2025 - RAYMOND SCULKY, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (“County”) acting by and through its Department of Emergency Services (the “Department”) is authorized to enter into an agreement with the New York State Department of Health, Bureau of Emergency Medical Services (“State”) to accept a grant in a total aggregate amount not to exceed \$875,000, payable at a rate not-to-exceed \$175,000 per year, in connection with the Emergency Medical Services Program Agency, for the program period July 1, 2024 through June 30, 2029 (the “Grant Agreement”); and be it further

RESOLVED, that the County, acting by and through the Department, is further authorized to enter into a Memorandum of Understanding (“MOU”) with the Westchester Regional EMS Council, Inc. (“REMSCO”), pursuant to which the Department will act as the “EMS Program Agency” and, in coordination with REMSCO, will facilitate the development and operation of an Emergency Medical Services system in Westchester County by providing various administrative and staff support services for a term commencing retroactive to July 1, 2024 and continuing through June 30, 2029; and be it further

RESOLVED, that although the County shall receive no monetary reimbursement from REMSCO for the provision of services under the MOU, it will receive funding under the aforementioned Grant Agreement from the State, a portion of which will be used to meet the grant deliverables in support of the REMSCO; and be it further

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

Account to be
Charged/credited

Fund	Agency	Capital Project Or Org	Object/ Sub Object	Trust Account	Activity	Dollars
263	20	562Z	9854	T562	8000	\$175,000
263	20	A562	9854	T562	8000	\$175,000
263	20	B562	9854	T562	8000	\$175,000
263	20	C562	9854	T562	8000	\$175,000
263	20	D562	9854	T562	8000	\$175,000

Budget Funding Year(s) 2024-2029 Start Date 7/1/24 End Date 6/30/29
(must match resolution)

Funding Source Tax Dollars _____
State Aid \$875,000
\$875,000 Federal Aid _____
(must match resolution) Other _____