



Kenneth W. Jenkins
County Executive

Department of Community Mental Health

Michael Orth, M.S.W.
Commissioner

113118

DATE: March 5, 2026

TO: Board of Acquisition and Contract

FROM: Michael Orth, M.S.W., Commissioner
Department of Community Mental Health

SUBJECT: Authority to enter into an agreement with Coordinated Care Services, Inc., pursuant to which CCSI will provide consulting services related to the monitoring and evaluation of Community Support Services program activities and fiscal management and oversight of funding received from the State of New York for mental health services, as well as training and technical assistance to service providers and staff on the State Aid allocation management and reporting requirements, for a term commencing retroactively on January 1, 2026 and continuing through December 31, 2026, in an amount not to exceed \$44,300.00, to be paid pursuant to an approved budget and subject to appropriations.

Authority is respectfully requested from your Honorable Board for the County of Westchester (the "County"), acting by and through its Department of Community Mental Health (the "Department"), to enter into an agreement with Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide consulting services related to the monitoring and evaluation of Community Support Services program (the "Program") activities and fiscal management and oversight of funding received from the State of New York for mental health services ("State Aid"), as well as training and technical assistance to service providers and staff on the State Aid allocation management and reporting requirements (collectively the "Services"), for a term commencing retroactively on January 1, 2026 and continuing through December 31, 2026, in an amount not to exceed \$44,300.00, to be paid pursuant to an approved budget and subject to appropriations (the "Agreement").

The Services, which will be funded with State Aid funds will include, but not necessarily be limited to, the following: providing technical assistance in monitoring and evaluation activities associated with the Program and fiscal management of the Program funded through New York State; managing State Aid allocations; providing Consolidated Fiscal Report ("CFR") training to service providers; providing training and technical assistance to service providers with cost reports and reconciling closeouts to maximize revenues for community support services; and providing technical assistance in preparing the County's CFR.

APPROVED BY BOARD OF ACQUISITION & CONTRACTS ON 03/16/2026 FOR PAYMOND SCULKY, SECRETARY

The proposed Agreement will serve a public purpose by assisting the County better manage and utilize State Aid for necessary programs and services that benefit the mental health and satisfy other needs of Westchester County residents.

The goals and objectives of the proposed Agreement are in the best interests of the County in terms of both fiscal responsibility and health and the environment, as improved performance by the County in terms of its management and utilization of State Aid will bolster the Department's qualifications to receive, and its ability to manage, State Aid for the benefit of all Westchester County residents. Additional and better-managed State Aid will allow the Department to provide County residents with programs that improve their social and emotional well-being.

The goals and objectives of the proposed Agreement will be tracked and monitored by the staff of the Department.

Authority to exempt the proposed Agreement from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, has been submitted for your Honorable Board's consideration via a separate resolution of even date herewith.

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

MO/AJA/mcz
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/12/2016 RAYMOND SCULLY, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Westchester County Department of Community Mental Health, be it hereby:

RESOLVED, that the County of Westchester (the “County”), acting by and through its Department of Community Mental Health (the “Department”), is hereby authorized to enter into an agreement with Coordinated Care Services, Inc. (“CCSI”), pursuant to which CCSI will provide consulting services related to the monitoring and evaluation of Community Support Services program activities and fiscal management and oversight of funding received from the State of New York for mental health services (“State Aid”), as well as training and technical assistance to service providers and staff on State Aid allocation management and reporting requirements, for a term commencing retroactively on January 1, 2020 and continuing through December 31, 2026, in an amount not to exceed \$44,300.00, to be paid pursuant to an approved budget (the “Agreement”); and be it further

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

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute all instruments and to take any and all actions necessary to effectuate the purposes hereof.

[Budget Boxes To Follow]

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ SubObject	Trust Account	Dollars
263	26	B522	4380	T522	\$44,300.00
263	26	B522	9854	T522	\$44,300.00

Budget Funding Year(s) 2026 Start Date 1/1/2026 End Date 12/31/2026

(must match resolution)

Funding Source Tax Dollars _____
 State Aid \$44,300.00
 Federal Aid _____
\$44,300.00 Other _____

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/12/2026 - RAYMOND SCULKY, SECRETARY