

110326

DATE: January 21, 2025

TO: Board of Acquisition and Contract

FROM: Sherlita Amler, MD
Commissioner of Health

RE: Authorization to Enter into an Agreement with Open Door Family Medical Center, Inc. to accept funding for the WIC Community Innovation and Outreach ("CIAO") project, in the not-to-exceed amount of \$32,000, pursuant to an approved budget, for the period from January 6, 2025 through December 31, 2026

The County of Westchester, acting by and through its Department of Health ("WCDH") seeks authorization to enter into an agreement with Open Door Family Medical Center, Inc. ("Open Door") to accept funding for the WIC Community Innovation and Outreach ("WIC CIAO") project in the not-to-exceed amount of \$32,000, pursuant to an approved budget, for the period from January 6, 2025 through December 31, 2026.

This program's public purpose is to promote the public health and general welfare of Westchester County residents by building or improving partnerships between WIC Local Agencies, of which the WCDH is one, and working with Head Start and Early Head Start Centers to make referrals to improve the participant experience and meet the goals of WIC CIAO. These efforts will safeguard the health of women, infants and children at high risk that would otherwise have no or limited access to nutritious food and health education, thus improving birth outcomes and child development.

This WIC CIAO funding will serve to enhance the WIC services provided by the WCDH to its clients.

The goals and objectives will include:

- Formalizing partnerships between Early Head Start/ Head Start (EHS/HS) and local WIC agencies to create a bidirectional referral framework, collaborate on the EHS/HS Health Services Advisory Committee, cross train WIC and EHS/HS staff, and identify ways to increase WIC awareness and coordinate EHS/HS and WIC services.
- Developing educational workshops about WIC foods, nutrition, and breastfeeding, and collaborating to provide educational sessions to EHS/HS families to improve retention and WIC benefits redemption.
- The successful and timely implementation of the project, including meeting quarterly deliverables as detailed in the attached work plan, and submission of quarterly vouchers, beginning January 2025.
- Establishing and maintaining agreements with The Hudson Center for Health Equity and Quality and Open Door Family Medical Center, Inc. WIC program regarding this project.

The program will be tracked and monitored by the WCDH reporting to Open Door, on a quarterly basis, the outcomes and success of referrals to EHS/HS, results from participant surveys and analysis of data, the number of participants attending educational sessions and workshops, as well as a description of the overall scope of services provided and documents produced.

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.

Approval of the attached resolution is most respectfully requested.

SA/dc
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/30/2025 - RAYMOND SCULKY, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF HEALTH, BE IT HEREBY

RESOLVED, that the County of Westchester, acting by and through its Department of Health, is authorized to enter into an agreement with Open Door Family Medical Center, Inc. to accept funding for the WIC Community Innovation and Outreach project in the not-to-exceed amount of \$32,000, pursuant to an approved budget, for the period from January 6, 2025 through December 31, 2026; and, be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute all appropriate contracts or documents necessary to effectuate the purposes of this resolution in the manner prescribed by law.

Original Agreement \$
 First Amendment \$
This Amendment \$ _____
 TOTAL \$

Agreement #

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub-Object	Trust Account	Dollars
263	27	A098	9853	G098	32,000

Budget Funding Year(s) (must match resolution) 2025 - 2026 Start Date 01/06/2025 End Date 12/31/2026

Funding Source	Tax Dollars	
	State Aid	
\$32,000	Federal Aid	Federal Pass thru ODFMC
(must match resolution)	Other	