



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

113726

DATE: May 19, 2026

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Authority to amend a resolution approved on December 4, 2025, which authorized the County of Westchester to enter into an agreement with Family Services of Westchester, Inc., to provide Recreational Respite Services, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$510,090.00, in order to decrease the not-to-exceed by \$110,090.00 to a new amount not to exceed \$400,000.00.

By resolution approved on December 4, 2025 (the "December 4th Resolution"; Resolution #112483), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into an agreement with Family Services of Westchester, Inc. ("FSW"), to provide recreational respite services, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$510,090.00, to be paid on a monthly basis pursuant to an approved budget and subject to appropriation (the "Agreement").

The Agreement has not been executed.

Authority is now requested to amend the December 4th Resolution in order to decrease the not-to-exceed amount by \$110,090.00 from \$510,090.00 to a new total amount not to exceed \$400,000.00, to be paid on a monthly basis pursuant to an approved budget and subject to appropriation.

Following an evaluation of the program's performance, the Department found FSW recreational respite services had low utilization and unexpended funds during the 2025 program year, thereby identifying cost savings to the County in 2026.

The proposed Agreement will provide respite care and services which are mandated services pursuant to 18 New York Code of Rules and Regulations §§ 423 (19), 435.1, 435.2, 435.3 (a) & (b). Respite care and services include the provision of brief and temporary care and supervision of children for the purpose of relieving parents or foster parents of the care of such children or foster children when the family or foster family needs immediate relief in order to be able to maintain or restore family functioning. These services also provide relief for foster parents from the stress of providing care for a severely handicapped or emotionally disturbed foster child or for a foster child with a chronic or recurring illness. The proposed Agreement will help to relieve caregivers' stress, will help to reduce the likelihood of child abuse and maltreatment, and will support family functioning. The services to be provided will include traditional respite beds, recreational respite activities and early childhood respite services and activities. The traditional respite beds will be provided at a per diem cost. Both the Department and the FSW recognized this is not the preferred method of respite. However, when necessary, this service will be available. The Recreational Respite program will serve children ages 6-18 including providing assessments of the youths' interest, skills and hobbies and matching the youth to group activities including, but not limited, to ice skating, bowling, hiking, cultural events, community events and weekend trips; providing two supervised activities per month. The Early Childhood respite provides services and supports for children 0 - 5 years of age and their parents. These services include, but are not limited to, the provision of an in home individualized parent assessment. The assessment identifies areas to promote and encourage healthy attachments, reduce isolation in the community, support and empower parents to identify and establish community based supports, services and programs to reduce the stressors of parenting and build natural community and family supports and respite opportunities.

The Agreement will also serve the public purpose of helping children who are at risk of foster care placement obtain services to help maintain and/or restore family functioning. This in turn has the goal of reducing the need for foster care placements and thereby, saving taxpayer funds.

The procurement of this Agreement is exempt from application of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xiv thereof.

This contract 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 there is no federal funding for this program.

An amending resolution is annexed hereto, which I recommend for your favorable consideration.

LGT/MBG/ms/mg

Attachment

RESOLUTION

Upon 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 the Department of Social Services, is hereby authorized to amend the resolution approved on December 4, 2025 (Resolution #112483), which authorized the County to enter into an agreement with Family Services of Westchester, Inc., to provide recreational respite services, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$510,090.00, in order to reduce the not-to-exceed amount of the agreement by \$110,090.00 to a new total amount not to exceed \$400,000.00, to be paid on a monthly basis pursuant to an approved budget; and be it further

RESOLVED, that all other terms and conditions of the prior resolution shall remain the same; and be it further

RESOLVED, that this Agreement is subject to County 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 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 amending resolution.

The December 4 th Resolution	\$510,090.00
This Resolution Amendment	(110,090.00)
New Total Amount Not to Exceed	\$400,000.00

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5960	N/A	(\$110,090.00)

2. Budget Funding Year(s):

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

3. Funding Source:

Federal	0%	CFDA#(s)	N/A		
State	63.7%	State ID#(s)	N/A		
Operating/ Tax Levy	36.3%				
Capital	N/A				

4. Total NTE: (\$110,090.00)
(must match resolution)

APPROVED BOARD OF ACQUISITION - 05/28/2026 - RAYMOND SCULKY, SECRETARY