

# Seniors & Youth Meeting Agenda



Committee Chair: José Alvarado

800 Michaelian Office Bldg.  
148 Martine Avenue, 8th Floor  
White Plains, NY 10601  
www.westchesterlegislators.com

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**Monday, July 24, 2023**

**10:00 AM**

**Committee Room**

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## CALL TO ORDER

Please note: Meetings of the Board of Legislators and its committees are held at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601, and remotely via the WebEx video conferencing system. Legislators may participate in person or via Webex. Members of the public may attend meetings in person at any of its locations, or view it online on the Westchester County Legislature's website:

<https://westchestercountyny.legistar.com/> This website also provides links to materials for all matters to be discussed at a given meeting.

Joint with Budget & Appropriations

## MINUTES APPROVAL

*June 12, 2023 at 10 AM Minutes*

## I. ITEMS FOR DISCUSSION

### [2023-260](#)     [ACT-NYSOFA-Enter into Grant Agreement-HIICAP](#)

AN ACT authorizing the County of Westchester to enter into a grant agreement with the State of New York, acting by and through its Office for the Aging, to accept state grant funds under the Health Insurance Information, Counseling and Assistance Volunteer Stipend Program ("HIICAP Volunteer Stipend").

**COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS AND SENIORS & YOUTH**

Guests: Department of Senior Programs & Services; Deputy Commissioner Jeanne Pici, Sandra Brown, Director of Program Development and Agnes Nowak, Director of Program Development

### [2023-261](#)     [ACT-NYSOFA-Enter info Grant Agreements-HIICAP & MIPPA](#)

AN ACT authorizing the County of Westchester to enter into grant agreements with the State of New York, acting by and through its Office for the Aging, to accept grant funds under the Health Insurance Information, Counseling and Assistance Program ("HIICAP") and the Medicare Improvements for Patients and Providers Act ("MIPPA"), noting that both grants are comprised of federal and New York State funds.

**COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS AND SENIORS & YOUTH**

Guests: Department of Senior Programs & Services; Deputy Commissioner Jeanne Pici, Sandra Brown, Director of Program Development and Agnes Nowak, Director of Program Development

[2023-262](#)     **ACT-NYSOFA-Retroactively Amend Grant Agreements-Title III-B, etc.**

AN ACT authorizing the County of Westchester to retroactively amend 2023 grant agreements with the New York State Office for the Aging.

**COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS AND SENIORS & YOUTH**

Guests: Department of Senior Programs & Services; Deputy Commissioner Jeanne Pici, Sandra Brown, Director of Program Development and Agnes Nowak, Director of Program Development

[2023-263](#)     **ACT-NYSOFA-Retroactively Amend Agreements-CSE, etc.**

AN ACT authorizing the County of Westchester to retroactively amend various 2022-2023 grant agreements with the New York State Office for the Aging and to retroactively amend existing 2022-2023 inter-municipal agreements with local municipalities funded by the aforesaid grants.

**COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS AND SENIORS & YOUTH**

Guests: Department of Senior Programs & Services; Deputy Commissioner Jeanne Pici, Sandra Brown, Director of Program Development and Agnes Nowak, Director of Program Development

[2023-304](#)     **ACT-Remove IMA with Yonkers-Add IMA with Port Chester**

AN ACT authorizing the County of Westchester to amend Act 2023-71 to remove one of the inter-municipal agreements with the City of Yonkers from the list set forth therein of inter-municipal agreements for the implementation of the New York State's Office of Children and Family Services Youth Development Program, and replace it with an inter-municipal agreement with the Village of Port Chester.

**COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS AND SENIORS & YOUTH**

Guests: County Youth Bureau; Dr. DaMia Harris Madden, Executive Director and Bernie Dean, Financial Administrator

## II. OTHER BUSINESS

## III. RECEIVE & FILE

## ADJOURNMENT



George Latimer  
County Executive

June 6, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
148 Martine Avenue  
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is an act ("Act") which, if adopted by your Honorable Board, would authorize the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department") to enter into a grant agreement ("Grant Agreement") with the State of New York, acting by and through its Office for the Aging ("NYSOFA"), to accept state grant funds made available to the County under the Health Insurance Information, Counseling and Assistance Volunteer Stipend Program ("HIICAP Volunteer Stipend"), in an amount not-to-exceed \$7,800.

The Grant Agreement will be for a term deemed to commence retroactively on April 1, 2022 and continuing through March 31, 2023.

The funding will be used by the Department to pay a one-time stipend to volunteers completing the 2022-2023 required HIICAP training and certification and participating and assisting with the Health Insurance Information, Counseling and Assistance Program ("HIICAP"), retroactive to the term of the Grant Agreement, and as such the approval of Your Honorable Board is not required.

The HIICAP Volunteer Stipend is a new pilot program aimed at new recruitment and retention of HIICAP volunteers by paying them a stipend as an incentive for participating in the HIICAP program. HIICAP is driven by dedicated knowledgeable volunteers who are committed to helping people with Medicare.

The Planning Department has advised that the proposed Grant Agreement with NYSOFA described above does not meet the definition of an "action" under the State Environmental Quality Review Act, 6 NYCRR part 617. Accordingly, no further environmental review is required. Please refer to the annexed memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators. As you know, your Honorable Board may use such expert advice to make its own conclusion.

The proposed Grant Agreement with NYSOFA is intended to benefit the County because it provides funding that aids in the effort to recruit and retain volunteers for the implementation of the HIICAP program in order to assist County residents. Volunteers help foster the mission to educate and assist Medicare-eligible County residents through objective outreach, counseling, and



training. They dedicate countless hours helping Medicare beneficiaries with their individual healthcare options such as Medicare, Medicare Advantage, Medigap, Part D drug coverage, and low-income assistance programs.

Accordingly, I believe the proposed Grant Agreement with NYSOFA is in the best interest of the County as it will allow for volunteers to be paid a stipend for training and certification that qualifies and enables them to assist County residents about Medicare benefits and saves them money by helping them access “Extra Help” programs.

Based on the foregoing, your favorable action on the annexed proposed Act is recommended.

Sincerely,



George Latimer  
County Executive

GL/MC/SJ/cmc

**HONORABLE BOARD OF LEGISLATORS  
THE COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending the approval of an act (the “Act”) which would authorize the County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”) to enter into a grant agreement (“Grant Agreement”) with the State of New York, acting by and through its Office for the Aging (“NYSOFA”), to accept state grant funds made available to the County under the Health Insurance Information, Counseling and Assistance Volunteer Stipend Program (“HIICAP Volunteer Stipend”), in an amount not-to-exceed \$7,800.

Your Committee is advised that the Grant Agreement will be for a term deemed to commence retroactively on April 1, 2022 and continuing through March 31, 2023.

Your Committee is further advised that the funding will be used by the Department to pay a one-time stipend to volunteers completing the 2022-2023 required HIICAP training and certification and participating and assisting with the Health Insurance Information, Counseling and Assistance Program (“HIICAP”), retroactive to the term of the Grant Agreement, and as such the approval of Your Honorable Board is not required.

Your Committee is further advised that the HIICAP Volunteer Stipend is a new pilot program aimed at new recruitment and retention of HIICAP volunteers by paying them a stipend as an incentive for participating in the HIICAP program. HIICAP is driven by dedicated knowledgeable volunteers who are committed to helping people with Medicare.

Your Committee is further advised by the Planning Department that the proposed Grant Agreement with NYSOFA described above does not meet the definition of an “action” under the State Environmental Quality Review Act, 6 NYCRR part 617. Please refer to the annexed memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators. Accordingly, the Planning Department recommends that no further environmental review is required, and your Committee concurs with this conclusion.

Your Committee is further advised that the proposed Grant Agreement with NYSOFA is intended to benefit the County because it provides funding that aids in the effort to recruit and retain volunteers for the implementation of the HIICAP program in order to assist County residents. Volunteers help foster the mission to educate and assist Medicare-eligible County residents through objective outreach, counseling, and training. They dedicate countless hours helping Medicare beneficiaries with their individual healthcare options such as Medicare, Medicare Advantage, Medigap, Part D drug coverage, and low-income assistance programs.

Your Committee is further advised that the proposed Grant Agreement with NYSOFA is in the best interest of the County as it will allow for volunteers to be paid a stipend for training and certification that qualifies and enables them to assist County residents about Medicare benefits and saves them money by helping them access “Extra Help” programs.

Your Committee has been advised that the passage of the attached Act requires an affirmative vote of a majority of the members of your Honorable Board.

Your Committee has been advised that adoption of the proposed Act is necessary to effectively carry out these worthwhile programs. Accordingly, after due consideration, your Committee recommends adoption of the annexed Act.

Dated: \_\_\_\_\_, 2023  
White Plains, New York

**COMMITTEE ON**

C:cmc/05.22.2023

# FISCAL IMPACT STATEMENT

SUBJECT: HILCAP Volunteer Stipend Program

NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND       AIRPORT       SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost      \$ 7800

Total Current Year Revenue \$ 7800

Source of Funds (check one):       Current Appropriations

Transfer of Existing Appropriations

Additional Appropriations

Other (explain)

Identify Accounts: 263-85-G072

Potential Related Operating Budget Expenses:

Annual Amount \$ 0

Describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Potential Related Revenues:      Annual Amount \$ 7800

Describe: Funding received from the New York State Office for the Aging for the Health Insurance Information, Counseling, and Assistance Volunteer Stipend Program for recruitment and retention of volunteers.

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:      The Department would not be able to provide counseling and information on all health insurance programs for seniors including Medicare and HMOs without the assistance of dedicated knowledgeable volunteers.

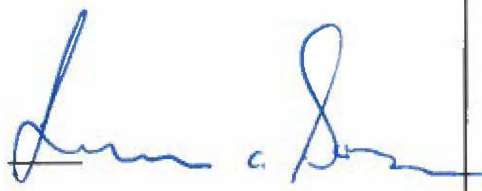
Next Four years:

N/A

\_\_\_\_\_

\_\_\_\_\_

Prepared by: Sandra Brown

*DAO*  
Reviewed By: 


Title:      Director of Program Development II

Budget Director

Department: Senior Programs & Svcs.

If you need more space, please attach additional sheets.

TO: George Latimer, County Executive  
Kenneth Jenkins, Deputy County Executive  
John Nonna, County Attorney

FROM: David Kvinge, AICP, RLA, CFM   
Assistant Commissioner

DATE: January 12, 2023

SUBJECT: **ACTIVITIES NOT SUBJECT TO STATE ENVIRONMENTAL QUALITY  
REVIEW**

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As required by the New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617 (“SEQR”), the Board of Legislators (“BOL”) is the body that must assess the environmental significance of all actions that the BOL has discretion to approve, fund or directly undertake. The Planning Department has historically conducted the necessary environmental review for the BOL to undertake its responsibility under SEQR. Additionally, contracts going before the Board of Acquisition and Contracts (“BAC”) must be reviewed for conformance with SEQR.

Pursuant to Section 617.2(b) of SEQR, “Actions” are defined as:

- (1) projects or physical activities, such as construction or other activities that may affect the environment by changing the use, appearance or condition of any natural resource or structure, that:
  - (i) are directly undertaken by an agency; or
  - (ii) involve funding by an agency; or
  - (iii) require one or more new or modified approvals from an agency or agencies;
- (2) agency planning and policy making activities that may affect the environment and commit the agency to a definite course of future decisions;
- (3) adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions that may affect the environment; and
- (4) any combinations of the above.

As part of the Planning Department’s ongoing review of its processes, we are streamlining the process for SEQR review and related document preparation for the BOL and BAC. The most effective method to achieve a more timely SEQR review is to create a list of categories of activities **that do not meet the definition of an “action”** as defined in SEQR. This list (attached) references activities that are routine and which do not change the use, appearance or condition of any natural resource or structure, nor do they involve policies or regulations that may affect the environment. The creation of this list in no way eliminates the BOL’s or BAC’s

responsibilities under SEQ. Rather, it establishes a workflow for items that are routine and do not, under the law, require environmental review.

Accordingly, the Planning Department advises that no environmental review is required and no SEQ documentation is necessary for submission with BOL legislation or with resolutions or contracts requiring BAC approval regarding activities on the attached list.

County departments and agencies may reference this memorandum in the legislation in order to document compliance with SEQ for actions listed herein. As such, this memorandum should be kept on file with the Clerk of the Board of Legislators. Legislation should include a statement similar to the following: "The proposed project does not meet the definition of an action under New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617. Please refer to the memorandum from the Department of Planning dated January 12, 2022, which is on file with the Clerk of the Board of Legislators."

This memorandum will be distributed to all Commissioners as part of County operations.

Please contact me if you have any questions.

Att.

cc: Malika Vanderberg, Clerk and Chief Administrative Officer to the Board of Legislators  
Joan McDonald, Director of Operations  
Andrew Ferris, Chief of Staff  
Steve Bass, Director of Intergovernmental Relations  
Paula Friedman, Assistant to the County Executive  
Stacey Dolgin-Kmetz, Chief Deputy County Attorney  
Tami Altschiller, Assistant Chief Deputy County Attorney  
Norma Drummond, Commissioner of Planning



**ACTIVITIES THAT DO NOT MEET THE DEFINITION OF AN “ACTION”  
PURSUANT TO SEQR AND ARE, CONSEQUENTLY, NOT SUBJECT TO SEQR**

**1. BUDGETS AND AMENDMENTS**

- Municipal budgets and amendments to them – The budgeting process merely sets aside funds without a commitment to their expenditure. Operating expenditures are typically for government-related activities that would also not meet the definition of an action. Even the establishment of the Capital Budget is not subject to SEQR because many of the capital projects are usually not definitive enough with respect to potential impacts to be reviewable at the time the budget is adopted. However, any subsequent authorization, such as bonding, to undertake a particular capital project is an action that requires SEQR compliance before it may be approved.
- The transfer of funds within the County operating and capital budgets for the purpose of balancing accounts – It is understood that these actions are purely budgetary, where accounts with excess funds are moved to accounts with existing or anticipated deficits. It is further understood that the activities covered by these accounts have either already occurred or been reviewed in accordance with SEQR, are Type II actions or actions that are not subject to SEQR, or are actions that will require future approval prior to being undertaken, at which time further SEQR review may be appropriate.
- Rescissions or reduction of bond acts to cancel unspent funds.

**2. SERVICES**

- Consultant services – Contracts or agreements that provide for administrative services, training, reports for Boards and Commissions, but not including studies or design of physical improvements, which has been listed under SEQR as Type II.
- Social Services – Actions or agreements that provide services to persons in need, such as employment assistance, family/domestic intervention and respite care.
- Youth services – Actions or agreements that provide for youth services, such as a Resource Allocation Plan, Invest-in-Kids Program, after-school programs, camp programs and head-start programs.
- Senior programs & services – Actions or agreements that provide for services to seniors, such as provision of information/education, home care, nutrition & transportation assistance, caregiver support, and acceptance of federal and state grants providing for such services (e.g., OAA Title III grants and NYSOFA grants, including CSE, CSI, CRC, EISEP, NYSTP, WIN & NSIP).
- Public Safety services – programs that promote public safety, such as STOP-DWI, Police Night Out, and intermunicipal agreements (IMAs) for shared training, equipment and response to emergencies, including E-911.
- Fire services – Fire district IMAs for shared training, equipment and response to emergencies.
- Legal services – Contracts for outside counsel, litigation or associated monetary settlements.

- Medical Services – Contracts with medical providers for medical examinations, testing, vaccinations or medical treatment of County employees or the public.
- Mental Health Services – Contracts with agencies to provide treatment, services or education related to mental health.

### 3. PERSONNEL MATTERS

- Actions related to employment or employees.
- Contracts for temporary staff assistance.
- Legislation pertaining to establishment and membership of boards and commissions.

### 4. FINANCES

- Tax Anticipation Notes.
- Bond acts to finance tax certiorari payments.
- Banking contracts/agreements for money management services.
- Mortgage tax receipts disbursements (County Clerk).
- Refinancing of affordable housing mortgages.
- Payment in Lieu of Taxes (PILOT) agreements.

### 5. LAWS

- New laws or amendments of existing laws that regulate the sale or use of products for the protection of public health.
- New laws or amendments of existing laws that regulate businesses for the protection of consumers.
- Pertaining to consumer protection, not including professional licensing, which have been classified as Type II.
- Pertaining to animal welfare, excluding regulations involving habitat management.
- Pertaining to public safety.
- Pertaining to taxation, such as establishment of new taxes or tax exemptions.
- Pertaining to establishment or modification of fees.
- Pertaining to notices, publications and record keeping.
- Pertaining to hiring or contracting procedures.
- Pertaining to the functioning of County government, such as term limits, board appointments, etc. that do not impact the environment.

### 6. MISCELLANEOUS

- Amendments to existing agreements for changes in name or consultants.
- Education/training programs, contracts for clinical instruction.
- Prisoner Transport IMAs.
- Tourism Promotion Agency designation.
- Software licenses.



- IMAs for temporary housing in existing facilities (homeless, inmate, troubled youths, domestic violence victims).
- Naming or renaming of streets, buildings, parks or other public facilities.

WCDP  
JAN 2023

**ACT NO. 2023 --**

**AN ACT** authorizing the County of Westchester to enter into a grant agreement with the State of New York, acting by and through its Office for the Aging, to accept state grant funds under the Health Insurance Information, Counseling and Assistance Volunteer Stipend Program (“HIICAP Volunteer Stipend”).

**BE IT ENACTED** by the Board of Legislators of the County of Westchester as follows:

Section 1. The County of Westchester (the “County”) acting by and through its Department of Senior Programs and Services (the “Department”) be and hereby is authorized to enter into a grant agreement (“Grant Agreement”) with the State of New York, acting by and through its Office for the Aging (“NYSOFA”), to accept state grant funds made available to the County under the Health Insurance Information, Counseling and Assistance Volunteer Stipend Program (“HIICAP Volunteer Stipend”), in an amount not-to-exceed \$7,800.

§2. The Grant Agreement will be for a term deemed to commence retroactively on April 1, 2022 and continuing through March 31, 2023.

§3. The funding under the Grant Agreement will be used to pay a one-time stipend to volunteers who participated in the established Health Insurance Information, Counseling and Assistance Volunteer Stipend Program (“HIICAP”) retroactive to the term of the Grant Agreement.

§4. The County Executive or his authorized designee is hereby empowered to execute all instruments and take all actions reasonable and necessary to effect the purposes hereof

§5. This Act shall take effect immediately.

George Latimer  
County Executive

June 6, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
148 Martine Avenue  
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is an Act which, if adopted by your Honorable Board, would authorize 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 referred to as the "Grant Agreement," and collectively as the "Grant Agreements") with the State of New York, acting by and through its Office for the Aging ("NYSOFA"), to accept grant funds made available to the County under the Health Insurance Information, Counseling and Assistance Program ("HIICAP") and the Medicare Improvements for Patients and Providers Act ("MIPPA"), noting that both grants are comprised of federal and New York State funds, in the total aggregate not-to-exceed amounts set forth below:

**Grant Amounts**

HIICAP	MIPPA
\$55,244	\$47,979

The HIICAP funding will be used by the Department to provide Information Contacts services. Similarly, the MIPPA funding will be used by the Department to provide Medicare Counseling services. Any necessary services contracts will be submitted to the Board of Acquisition and Contract for approval.

The Grant Agreement for HIICAP will be for a term deemed to commence retroactively on April 1, 2023 and continuing through March 31, 2024, and the Grant Agreement for MIPPA will be for a term commencing on September 1, 2023 and continuing through August 31, 2024.

It should be noted that your Honorable Board has previously authorized the County to enter into similar agreements to accept federal and state grant funds made available to the County under HIICAP and MIPPA pursuant to Act No. 155 – 2022, which was approved by your Honorable Board on November 14, 2022.

The Planning Department has advised that proposed Grant Agreement with NYSOFA described above do not meet the definition of an “action” under the State Environmental Quality Review Act, 6 NYCRR part 617. Accordingly, no further environmental review is required. Please refer to the annexed memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators. As you know, your Honorable Board may use such expert advice to make its own conclusion.

The proposed Grant Agreements with NYSOFA are intended to benefit the County by assisting the County in the provision of grant-funded services to educate its residents about Medicare, Medicare Advantage plans and other health insurance issues. Accordingly, I believe the proposed Grant Agreements with NYSOFA are in the best interest of the County as it will save residents of Westchester County money by helping them access “Extra Help” programs.

Based on the foregoing, your favorable action on the annexed proposed Act is recommended.

Sincerely,



George Latimer  
County Executive

GL/MC/SJ/cmc

**HONORABLE BOARD OF LEGISLATORS  
THE COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending the approval of an act (the “Act”) which would authorize 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 referred to as the “Grant Agreement,” and collectively as the “Grant Agreements”) with the State of New York, acting by and through its Office for the Aging (“NYSOFA”), to accept grant funds made available to the County under the Health Insurance Information, Counseling and Assistance Program (“HIICAP”) and the Medicare Improvements for Patients and Providers Act (“MIPPA”), noting that both grants are comprised of federal and New York State funds, in the total aggregate not-to-exceed amounts set forth below:

**Grant Amounts**

HIICAP	MIPPA
\$55,244	\$47,979

Your Committee has been advised that the HIICAP funding will be used by the Department to provide Information Contacts services. Similarly, the MIPPA funding will be used by the Department to provide Medicare Counseling services. Any necessary services contracts will be submitted to the Board of Acquisition and Contract for approval.

Your Committee has been further advised that the Grant Agreement for HIICAP will be for a term deemed to commence retroactively on April 1, 2023 and continuing through March 31, 2024, and the Grant Agreement for MIPPA will be for a term commencing on September 1, 2023 and continuing through August 31, 2024.

Your Committee notes that this Honorable Board has previously authorized the County enter into similar grant agreements to accept federal and state grant funds made available to the County under the HIICAP and MIPPA pursuant to Act No. 155 – 2022, which was approved by your Honorable Board on November 14, 2022.

Your Committee is further advised by the Planning Department that the proposed Grant Agreements with NYSOFA described above do not meet the definition of an “action” under the State Environmental Quality Review Act, 6 NYCRR part 617. Please refer to the annexed memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators. Accordingly, the Planning Department recommends that no further environmental review is required, and your Committee concurs with this conclusion.

Your Committee has been advised that the passage of the attached Act requires an affirmative vote of a majority of the members of your Honorable Board.

Your Committee has been advised that adoption of the proposed Act is necessary to effectively carry out these worthwhile programs. Accordingly, after due consideration, your Committee recommends adoption of the annexed Act.

Dated: \_\_\_\_\_, 2023  
White Plains, New York

**COMMITTEE ON**

C.cmc/05.18.2023

# FISCAL IMPACT STATEMENT

SUBJECT: HIICAP     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 55244

Total Current Year Revenue \$ 55244

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 263-85-T945

Potential Related Operating Budget Expenses:    Annual Amount \$ 0

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 55244

Describe: Funding received from the Federal Government for the Health Insurance Information, Counseling and Assistance Program

### Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide counseling and information on all health insurance programs for seniors including Medicare and HMOs.

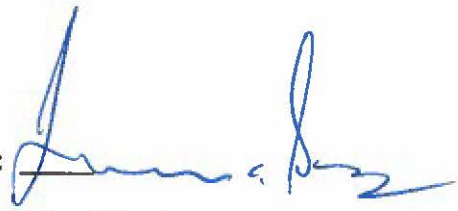
Next Four years:

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

Reviewed By:   
Budget Director

If you need more space, please attach additional sheets.

# FISCAL IMPACT STATEMENT

SUBJECT: MIPPA     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 47979

Total Current Year Revenue \$ 47979

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 263-85-T-962

Potential Related Operating Budget Expenses:    Annual Amount \$ 0

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 47979

Describe: Funding received from NYS and the Federal Government for Medicare Improvements for Patients and Providers Act.

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide outreach and assistance to Medicare beneficiaries with limited incomes who may be eligible for the Medicare Part D Subsidy Program or the Medicare Savings Program.

Next Four years: \_\_\_\_\_

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.


*DAO*  
Reviewed By: \_\_\_\_\_

Budget Director  
6/1/23

If you need more space, please attach additional sheets.



TO: George Latimer, County Executive  
Kenneth Jenkins, Deputy County Executive  
John Nonna, County Attorney

FROM: David Kvinge, AICP, RLA, CFM   
Assistant Commissioner

DATE: January 12, 2023

SUBJECT: **ACTIVITIES NOT SUBJECT TO STATE ENVIRONMENTAL QUALITY  
REVIEW**

---

As required by the New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617 (“SEQR”), the Board of Legislators (“BOL”) is the body that must assess the environmental significance of all actions that the BOL has discretion to approve, fund or directly undertake. The Planning Department has historically conducted the necessary environmental review for the BOL to undertake its responsibility under SEQR. Additionally, contracts going before the Board of Acquisition and Contracts (“BAC”) must be reviewed for conformance with SEQR.

Pursuant to Section 617.2(b) of SEQR, “Actions” are defined as:

- (1) projects or physical activities, such as construction or other activities that may affect the environment by changing the use, appearance or condition of any natural resource or structure, that:
  - (i) are directly undertaken by an agency; or
  - (ii) involve funding by an agency; or
  - (iii) require one or more new or modified approvals from an agency or agencies;
- (2) agency planning and policy making activities that may affect the environment and commit the agency to a definite course of future decisions;
- (3) adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions that may affect the environment; and
- (4) any combinations of the above.

As part of the Planning Department’s ongoing review of its processes, we are streamlining the process for SEQR review and related document preparation for the BOL and BAC. The most effective method to achieve a more timely SEQR review is to create a list of categories of activities **that do not meet the definition of an “action”** as defined in SEQR. This list (attached) references activities that are routine and which do not change the use, appearance or condition of any natural resource or structure, nor do they involve policies or regulations that may affect the environment. The creation of this list in no way eliminates the BOL’s or BAC’s

responsibilities under SEQ. Rather, it establishes a workflow for items that are routine and do not, under the law, require environmental review.

Accordingly, the Planning Department advises that no environmental review is required and no SEQ documentation is necessary for submission with BOL legislation or with resolutions or contracts requiring BAC approval regarding activities on the attached list.

County departments and agencies may reference this memorandum in the legislation in order to document compliance with SEQ for actions listed herein. As such, this memorandum should be kept on file with the Clerk of the Board of Legislators. Legislation should include a statement similar to the following: "The proposed project does not meet the definition of an action under New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617. Please refer to the memorandum from the Department of Planning dated January 12, 2022, which is on file with the Clerk of the Board of Legislators."

This memorandum will be distributed to all Commissioners as part of County operations.

Please contact me if you have any questions.

Att.

cc: Malika Vanderberg, Clerk and Chief Administrative Officer to the Board of Legislators  
Joan McDonald, Director of Operations  
Andrew Ferris, Chief of Staff  
Steve Bass, Director of Intergovernmental Relations  
Paula Friedman, Assistant to the County Executive  
Stacey Dolgin-Kmetz, Chief Deputy County Attorney  
Tami Altschiller, Assistant Chief Deputy County Attorney  
Norma Drummond, Commissioner of Planning

**ACTIVITIES THAT DO NOT MEET THE DEFINITION OF AN “ACTION”  
PURSUANT TO SEQR AND ARE, CONSEQUENTLY, NOT SUBJECT TO SEQR**

**1. BUDGETS AND AMENDMENTS**

- Municipal budgets and amendments to them – The budgeting process merely sets aside funds without a commitment to their expenditure. Operating expenditures are typically for government-related activities that would also not meet the definition of an action. Even the establishment of the Capital Budget is not subject to SEQR because many of the capital projects are usually not definitive enough with respect to potential impacts to be reviewable at the time the budget is adopted. However, any subsequent authorization, such as bonding, to undertake a particular capital project is an action that requires SEQR compliance before it may be approved.
- The transfer of funds within the County operating and capital budgets for the purpose of balancing accounts – It is understood that these actions are purely budgetary, where accounts with excess funds are moved to accounts with existing or anticipated deficits. It is further understood that the activities covered by these accounts have either already occurred or been reviewed in accordance with SEQR, are Type II actions or actions that are not subject to SEQR, or are actions that will require future approval prior to being undertaken, at which time further SEQR review may be appropriate.
- Rescissions or reduction of bond acts to cancel unspent funds.

**2. SERVICES**

- Consultant services – Contracts or agreements that provide for administrative services, training, reports for Boards and Commissions, but not including studies or design of physical improvements, which has been listed under SEQR as Type II.
- Social Services – Actions or agreements that provide services to persons in need, such as employment assistance, family/domestic intervention and respite care.
- Youth services – Actions or agreements that provide for youth services, such as a Resource Allocation Plan, Invest-in-Kids Program, after-school programs, camp programs and head-start programs.
- Senior programs & services – Actions or agreements that provide for services to seniors, such as provision of information/education, home care, nutrition & transportation assistance, caregiver support, and acceptance of federal and state grants providing for such services (e.g., OAA Title III grants and NYSOFA grants, including CSE, CSI, CRC, EISEP, NYSTP, WIN & NSIP).
- Public Safety services – programs that promote public safety, such as STOP-DWI, Police Night Out, and intermunicipal agreements (IMAs) for shared training, equipment and response to emergencies, including E-911.
- Fire services – Fire district IMAs for shared training, equipment and response to emergencies.
- Legal services – Contracts for outside counsel, litigation or associated monetary settlements.

- Medical Services – Contracts with medical providers for medical examinations, testing, vaccinations or medical treatment of County employees or the public.
- Mental Health Services – Contracts with agencies to provide treatment, services or education related to mental health.

### 3. PERSONNEL MATTERS

- Actions related to employment or employees.
- Contracts for temporary staff assistance.
- Legislation pertaining to establishment and membership of boards and commissions.

### 4. FINANCES

- Tax Anticipation Notes.
- Bond acts to finance tax certiorari payments.
- Banking contracts/agreements for money management services.
- Mortgage tax receipts disbursements (County Clerk).
- Refinancing of affordable housing mortgages.
- Payment in Lieu of Taxes (PILOT) agreements.

### 5. LAWS

- New laws or amendments of existing laws that regulate the sale or use of products for the protection of public health.
- New laws or amendments of existing laws that regulate businesses for the protection of consumers.
- Pertaining to consumer protection, not including professional licensing, which have been classified as Type II.
- Pertaining to animal welfare, excluding regulations involving habitat management.
- Pertaining to public safety.
- Pertaining to taxation, such as establishment of new taxes or tax exemptions.
- Pertaining to establishment or modification of fees.
- Pertaining to notices, publications and record keeping.
- Pertaining to hiring or contracting procedures.
- Pertaining to the functioning of County government, such as term limits, board appointments, etc. that do not impact the environment.

### 6. MISCELLANEOUS

- Amendments to existing agreements for changes in name or consultants.
- Education/training programs, contracts for clinical instruction.
- Prisoner Transport IMAs.
- Tourism Promotion Agency designation.
- Software licenses.

- IMAs for temporary housing in existing facilities (homeless, inmate, troubled youths, domestic violence victims).
- Naming or renaming of streets, buildings, parks or other public facilities.

WCDP  
JAN 2023

**ACT NO. 2023 --**

**AN ACT** authorizing the County of Westchester to enter into grant agreements with the State of New York, acting by and through its Office for the Aging, to accept grant funds under the Health Insurance Information, Counseling and Assistance Program (“HIICAP”) and the Medicare Improvements for Patients and Providers Act (“MIPPA”), noting that both grants are comprised of federal and New York State funds.

**BE IT ENACTED** by the Board of Legislators of the County of Westchester as follows:

Section 1. The County of Westchester (the “County”) be and hereby is authorized to enter into two (2) grant agreements (individually referred to as the “Grant Agreement,” and collectively as the “Grant Agreements”) with the State of New York, acting by and through its Office for the Aging (“NYSOFA”), to accept grant funds made available to the County under the Health Insurance Information, Counseling and Assistance Program (“HIICAP”) and the Medicare Improvements for Patients and Providers Act (“MIPPA”), noting that both grants are comprised of federal and New York State funds, in the total aggregate not-to-exceed amounts set forth below:

**Grant Amounts**

HIICAP	MIPPA
\$55,244	\$47,979

The HIICAP funding will be used by the Department to provide Information Contacts services. The MIPPA funding will be used by the Department to provide Medicare Counseling services.

§2. The Grant Agreement for HIICAP will be for a term deemed to commence retroactively on April 1, 2023 and continuing through March 31, 2024, and the Grant

Agreement for MIPPA will be for a term commencing on September 1, 2023 and continuing through August 31, 2024.

§3. The County Executive or his authorized designee is hereby empowered to execute all instruments and take all actions reasonable and necessary to effect the purposes hereof

§4. This Act shall take effect immediately.

George Latimer  
County Executive

June 6, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is an act (the “Act”) which, if adopted by your Honorable Board, would authorize the County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”), to retroactively amend grant agreements (the “Grant Agreements”) with the New York State Office for the Aging (“NYSOFA”), for the following programs: Titles III-B, III-C & the Nutrition Services Incentive Program (“NSIP”), III-D and III-E of the Older Americans Act. The proposed Act will authorize the County to amend the Grant Agreements to: (i) increase the amount of Title III-B funding by \$14,808, Title III-C & NSIP funding by \$31,527, and Title III-E funding by \$9,825; and (ii) decrease the amount of Title III-D funding by \$160.

By way of background, on March 6, 2023 by Act No. 46-2023, your Honorable Board authorized the County, *inter alia*, to enter into various Grant Agreements with NYSOFA to accept funding made available to the County from NYSOFA under the Titles III-B, III-C & NSIP, III-D and III-E programs. The term of the Grant Agreements commenced on January 1, 2023 and will continue through December 31, 2023, except for the Grant Agreement for NSIP which commenced on October 1, 2022 and will continue through September 30, 2023.

NYSOFA recently informed the Department that it has increased funding under the Grant Agreements for the Titles III-B, III-C & NSIP, and III-E programs. In order for the County to receive the additional funding, it will be necessary to amend the Title III-B, III-C & NSIP, and III-E Grant Agreements as follows:

	Title III-B	Title III-C & NSIP	Title III-E
Original Grant Amount	\$1,090,544	\$2,109,951	\$565,141
Amount of increase	+\$14,808	+\$31,527	+\$9,825
Amended Grant Amount	\$1,105,352	\$2,141,478	\$574,966

In addition, NYSOFA recently informed the Department that it has *decreased* funding under the Title III-D Grant Agreement. In order to reflect the new funding amount, it will be necessary to amend the Title III-D Grant Agreement as follows:

Title III-D	
Original Grant Amount	\$62,413
Amount of decrease	-\$160
Amended Grant Amount	\$62,253



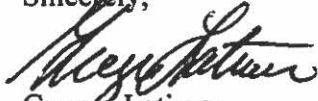
The additional funds provided under the Title III-B, III-C & NSIP and III-E Grant Agreements will be retained by the Department for direct services to seniors.

Except as specifically amended hereby, all remaining terms and conditions contained in the above Grant Agreements shall remain in full force and effect upon the parties.

The Planning Department has advised that based on its review, the proposed amendments to the aforementioned Grant Agreements with NYSOFA do not meet the definition of an “action” under the State Environmental Quality Review Act, 6 NYCRR part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators.

The proposed Grant Agreements with NYSOFA are intended to benefit the County by assisting in the provision of grant-funded services to its residents. Accordingly, I believe amending these Grant Agreements to increase funding is in the best interest of the County and, therefore, recommend your favorable action on the annexed proposed Act.

Sincerely,



George Latimer  
County Executive

GL/MC/SJ  
Attachments

**HONORABLE BOARD OF LEGISLATORS  
THE COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending the approval of an act (the “Act”) which, if adopted, would authorize the County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”), to retroactively amend grant agreements (the “Grant Agreements”) with the New York State Office for the Aging (“NYSOFA”), for the following programs: Titles III-B, III-C & the Nutrition Services Incentive Program (“NSIP”), III-D and III-E of the Older Americans Act. The proposed Act will authorize the County to amend the Grant Agreements to: (i) increase the amount of Title III-B funding by \$14,808, Title III-C & NSIP funding by \$31,527, and Title III-E funding by \$9,825; and (ii) decrease the amount of Title III-D funding by \$160.

Your Committee is advised that on March 6, 2023 by Act No. 46-2023, your Honorable Board authorized the County, *inter alia*, to enter into various Grant Agreements with NYSOFA to accept grant funds made available to the County from NYSOFA under the Titles III-B, III-C & NSIP, III-D and III-E programs. The term of the Grant Agreements commenced on January 1, 2023 and will continue through December 31, 2023, except for the Grant Agreement for NSIP which commenced on October 1, 2022 and will continue through September 30, 2023.

NYSOFA recently informed the Department that it has increased funding for the Grant Agreements for the Titles III-B, III-C & NSIP, and III-E programs. In order for the County to receive the additional funding, it will be necessary to amend the Title III-B, III-C & NSIP and III-E Grant Agreements as follows:

	Title III-B	Title III-C & NSIP	Title III-E
Original Grant Amount	\$1,090,544	\$2,109,951	\$565,141
Amount of increase	+\$14,808	+\$31,527	+\$9,825
Amended Grant Amount	\$1,105,352	\$2,141,478	\$574,966

In addition, NYSOFA recently informed the Department that it has *decreased* funding under the Title III-D Grant Agreement. In order to reflect the new funding amount, it will be necessary to amend the Title III-D Grant Agreement as follows:

Title III-D

Original Grant Amount	\$62,413
Amount of decrease	-\$160
Amended Grant Amount	\$62,253

Your Committee is advised that the additional funds provided under the Title III-B, III-C & NSIP, and III-E Grant Agreements will be retained by the Department for direct services to seniors.

Except as specifically amended hereby, all remaining terms and conditions contained in the above referenced Grant Agreements shall remain in full force and effect upon the parties.

The Planning Department has advised that based on its review, the proposed amendments to the aforementioned Grant Agreements do not meet the definition of an “action” under the State Environmental Quality Review Act, 6 NYCRR part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators.

Your Committee has been advised that the passage of the attached Act requires an affirmative vote of a majority of the members of your Honorable Board.

Your Committee believes that amending the Grant Agreements to increase funding is in the best interest of the County and, therefore, recommends your Honorable Board’s favorable action on the annexed proposed Act.

Dated: \_\_\_\_\_, 2023  
White Plains, New York

**COMMITTEE ON**

C:

# FISCAL IMPACT STATEMENT

SUBJECT: IIIB     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 1791439

Total Current Year Revenue \$ 1105352

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 101-24-4957

263-85-T686

Potential Related Operating Budget Expenses:    Annual Amount \$ 686087

Describe: County Match Funds

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 1105352

Describe: Funding received from the Federal Government under the Older American's Act.

\_\_\_\_\_  
\_\_\_\_\_

### Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide Transportation, Legal Services, Homemaker, Housekeeping, Consumer Directed In-Home Services (CDIS), Sr. Center Rec and Ed, and In-Home Contact & Support to Seniors in Westchester.

Next Four years:


Estimated to be same as above each year.

\_\_\_\_\_  
\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

  
Reviewed By: \_\_\_\_\_  
Budget Director

If you need more space, please attach additional sheets.

# FISCAL IMPACT STATEMENT

SUBJECT: IIIC1/NSIP     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 1613865

Total Current Year Revenue \$ 1375236

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 101-24-4957

263-85-T941

Potential Related Operating Budget Expenses:    Annual Amount \$ 238629

Describe: County Match Funds

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 1375236

Describe: Funding received from the Federal Government under the Older American's Act.

\_\_\_\_\_  
\_\_\_\_\_

### Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide seniors with Congregate Meals, Nutrition Education, Senior Center Recreation and Education and supplement regional kitchen equipment, repairs and supplies as needed.

Next Four years:

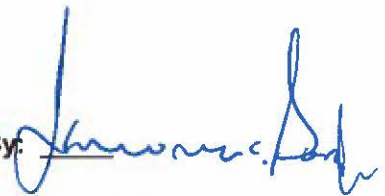
Estimated to be same as above each year.

\_\_\_\_\_  
\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

  
Reviewed By: James C. Bell  
Budget Director  
6/6/03

If you need more space, please attach additional sheets.



# FISCAL IMPACT STATEMENT

SUBJECT: IIIC2/NSIP     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 860015

Total Current Year Revenue \$ 766242

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 101-24-4957

263-85-T942

Potential Related Operating Budget Expenses:    Annual Amount \$ 93773

Describe: County Match Funds

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 766242

Describe: Funding received from the Federal Government under the Older American's Act.

\_\_\_\_\_

\_\_\_\_\_

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide Home Delivered Meals, Nutrition Education Nutrition Counseling and supplement regional kitchen equipment, supplies, repairs and vehicle expenses as needed.

Next Four years:

Estimated to be same as above each year.

\_\_\_\_\_

\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

*PSO*  
Reviewed By [Signature]  
Budget Director  
6/1/23

If you need more space, please attach additional sheets.

# FISCAL IMPACT STATEMENT

SUBJECT:  IIIID     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 94007

Total Current Year Revenue \$ 62253

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 101-24-4957

263-85-T943

Potential Related Operating Budget Expenses:    Annual Amount \$ 31754

Describe: County Match Funds

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 62253

Describe: Funding is received from the Federal Government under the Older American's Act.

\_\_\_\_\_  
\_\_\_\_\_

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide Health & Wellness and Chronic Disease Self-Management programs to seniors in Westchester County.

\_\_\_\_\_

Next Four years:

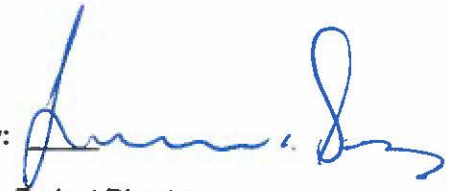
Estimated to be same as above each year.

\_\_\_\_\_  
\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

*g/c*  
Reviewed By:   
Budget Director  
6/1/03

If you need more space, please attach additional sheets.

# FISCAL IMPACT STATEMENT

SUBJECT: IIIE     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 800967

Total Current Year Revenue \$ 574966

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 101-24-4957

263-85-T448

Potential Related Operating Budget Expenses:    Annual Amount \$ 226001

Describe: County Match Funds

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 574966

Describe: Funding received from the Federal Government under the Older American's Act.

\_\_\_\_\_

\_\_\_\_\_

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide services under the National Family Caregiver Program; including caregiver and grandparent information, assistance, counseling, support groups, training and public information, escort assistance, and personal locator services.

Next Four years:

Estimated to be same as above each year.

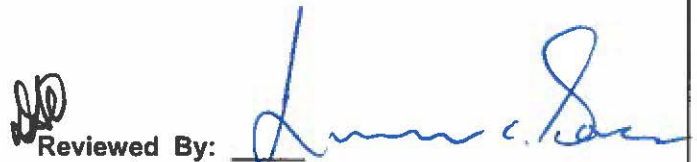
\_\_\_\_\_

\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

 Reviewed By: \_\_\_\_\_

Budget Director

1/1/23

If you need more space, please attach additional sheets.



AN ACT authorizing the County of Westchester to retroactively amend 2023 grant agreements with the New York State Office for the Aging

NOW, THEREFORE, BE IT ENACTED by the Board of Legislators of the County of Westchester as follows:

**Section 1.** The County of Westchester (the “County”), acting by and through its Department of Senior Programs & Services, is hereby authorized to retroactively amend grant agreements (the “Grant Agreements”) with the New York State Office for the Aging (“NYSOFA”), as authorized by Act No. 46-2023, for the following programs: Titles III-B, III-C & the Nutrition Services Incentive Program (“NSIP”), and III-E of the Older Americans Act, in order to increase the amounts under the Titles III-B, III-C & NSIP, and III-E Grant Agreements, as follows:

	Title III-B	Title III-C & NSIP	Title III-E
Original Grant Amount	\$1,090,544	\$2,109,951	\$565,141
Amount of increase	+\$14,808	+\$31,527	+\$9,825
Amended Grant Amount	\$1,105,352	\$2,141,478	\$574,966

§2. The County is hereby further authorized to amend the Grant Agreement for Title III-D funding, as authorized by Act No. 46-2023, to *decrease* the funding amount follows:

Title III-D	
Original Grant Amount	\$62,413
Amount of decrease	-\$160
Amended Grant Amount	\$62,253

§3. Except as specifically amended hereby, all remaining terms and conditions set forth in the above referenced Grant Agreements shall remain in full force and effect upon the parties.

§4. This Act shall take effect immediately.

George Latimer  
County Executive

June 6, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is an act (the "Act") which, if adopted, would authorize the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), to retroactively amend grant agreements (the "Grant Agreements") with the New York State Office for the Aging ("NYSOFA"), for the following programs: the Community Services for the Elderly Program ("CSE"), the Expanded In-home Services for the Elderly Program ("EISEP"), the UNMET Need Program ("UNMET NEED"), the Wellness in Nutrition Program ("WIN"), and the Nutrition Service Incentive Program ("NSIP"). The proposed Act will: (i) retroactively reduce the funding amount allocated for the combined WIN/NSIP Grant Agreements from \$1,301,964 to \$1,182,964 in order to correct a clerical error made under your Honorable Board's original authorization; (ii) retroactively increase funding under the CSE Grant Agreement by \$197,620, under the EISEP Grant Agreement by \$19,270, and under the combined WIN/NSIP Grant Agreements by \$229,813; (iii) retroactively extend the term of the EISEP and UNMET NEED Grant Agreements from April 1, 2023 through December 31, 2023; (iv) retroactively amend Act No. 39-2022 to reduce the amount of WIN/NSIP funding allocated for inter-municipal agreements ("IMAs") with the municipal corporations listed in Exhibit "A", attached to Act No 39-2022 (the "Municipalities"), from \$1,022,172 to \$903,172, in order to correct a clerical error made under your Honorable Board's original authorization; and (v) retroactively amend the IMAs to increase the CSE funding allocation by \$35,061, the EISEP funding allocation by \$13,499, and the combined WIN/NSIP funding allocation by \$119,349.

By way of background, on April 25, 2022, by Act No. 39-2022, your Honorable Board authorized the County to enter into various Grant Agreements with NYSOFA to accept grant funds made available to the County from New York State under, *inter alia*, the CSE, UNMET NEED, EISEP, and WIN/NSIP programs. Act No. 39-2022 further authorized the County, *inter alia*, to enter into IMAs with the Municipalities listed in Exhibit "A" attached to Act No. 39-2022. Thereafter, by Act No. 157-2022, approved on November 14, 2022, your Honorable Board authorized the County to amend the CSE and UNMET NEED Grant Agreements to increase funding.

The Department has determined that due to a clerical error, the amount authorized under Act No. 39-2022 for the WIN/NSIP Grant Agreements was incorrect. In order to correct this error, it will be necessary to retroactively amend the WIN/NSIP Grant Agreements to reduce the aggregate not-to-exceed amount allocated thereunder from \$1,301,964 to \$1,182,964.

Furthermore, NYSOFA recently informed the Department that it has increased funding for the CSE Grant Agreement, the EISEP Grant Agreement, and for the combined WIN/NSIP Grant Agreements. In order for the County to receive this additional funding, it will be necessary to retroactively amend the CSE, EISEP and WIN/NSIP Grant Agreements, as set forth below:

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$1,575,319	\$2,517,305	\$1,182,964 (as revised)
Amount of first increase	+\$44,951	N/A	N/A
Amount of this increase	+\$197,620	+\$19,270	+\$229,813
Total Amended Grant Amount	\$1,817,890	\$2,536,575	\$1,412,777

It should be noted that in order for the Department to be able to fully expend funding under the EISEP and UNMET NEED Grant Agreements, NYSOFA has authorized an extension of these Grant Agreements from April 1, 2023 through December 31, 2023. As such, authority is further requested to retroactively amend said Grant Agreements to extend the terms thereof through December 31, 2023. It should be further noted that any unexpended funds remaining during the extension period of these Grant Agreements will be utilized by the Department (at the discretion of the Commissioner of the Department) for Department salaries and/or to increase the contract amount for agreements with home care agencies.

Additionally, the Department has determined that due to a second clerical error, WIN/NSIP funding authorized under Act No. 39-2022 for IMAs with the Municipalities was also incorrect. In order to correct this error, it will be necessary to retroactively amend Act No 39-2022 in order to reduce the aggregate not-to-exceed amount of grant funding allocated for the IMAs under WIN/NSIP program from \$1,022,172 to \$903,172.

Authority is also requested to retroactively amend IMAs with the Municipalities listed in Exhibit "A", attached to Act No 39-2022, as follows:

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$253,019	\$97,352	\$903,172 (as revised)
Amount of increase	+\$35,061	+\$13,499	+\$119,349
Amended Grant Amount	\$288,080	\$110,851	\$1,022,521

Except as specifically amended hereby, all remaining terms and conditions contained in the CSE, EISEP and WIN & NSIP Grant Agreements with NYSOFA, and all remaining terms and conditions contained in the IMAs with the Municipalities, shall remain in full force and effect upon the parties.

The Department has complied with the Westchester County Procurement Policy and Procedures (the "Policy"), noting that the Grant Agreements do not constitute a procurement, and that the IMAs are exempt from the Policy pursuant to section 3(a) iii thereof which exempts contracts with ". . . any State and any political subdivision, agency or instrumentality thereof." They are also exempt pursuant to section 3(a) xix of the Policy which exempts "any procurement for the purpose of entering into a contract with persons to provide direct services to senior citizens."

The Planning Department has advised that based on its review, the proposed amendments to the CSE, EISEP, and WIN & NSIP Grant Agreements and the proposed amendments to the IMAs, do not meet the definition of an "action" under the State Environmental Quality Review Act, 6

NYCRR part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators.

The proposed Grant Agreements and the IMAs with the Municipalities are intended to benefit the County by assisting in the provision of grant-funded services to its residents. Accordingly, I believe amending these agreements to increase funding is in the best interest of the County and, therefore, recommend your favorable action on the annexed proposed Act.

Sincerely,

A handwritten signature in black ink, appearing to read "George Latimer", written in a cursive style.

George Latimer  
County Executive

GL/MC/SJ/jpg

**HONORABLE BOARD OF LEGISLATORS  
THE COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending the approval of an act (the “Act”), which, if adopted, would authorize the County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”), to retroactively amend grant agreements (the “Grant Agreements”) with the New York State Office for the Aging (“NYSOFA”), for the following programs: the Community Services for the Elderly Program (“CSE”), the Expanded In-home Services for the Elderly Program (“EISEP”), the UNMET Need Program (“UNMET NEED”), the Wellness in Nutrition Program (“WIN”), and the Nutrition Service Incentive Program (“NSIP”). The proposed Act will: (i) retroactively reduce the funding amount allocated for the WIN/NSIP Grant Agreements from \$1,301,964 to \$1,182,964 in order to correct a clerical error made under your Honorable Board’s original authorization; (ii) retroactively increase funding under the CSE Grant Agreement by \$197,620, under the EISEP Grant Agreement by \$19,270, and under the combined WIN & NSIP Grant Agreements by \$229,813; (iii) retroactively extend the term of the EISEP and UNMET NEED Grant Agreements from April 1, 2023 through December 31, 2023; (iv) retroactively amend Act No. 39-2022 to reduce the amount of WIN/NSIP funding allocated under inter-municipal agreements (“IMAs”) with the municipal corporations listed in Exhibit “A”, attached to Act No 39-2022 (the “Municipalities”), from \$1,022,172 to \$903,172 in order to correct a clerical error made under your Honorable Board’s original authorization; and (v) retroactively amend the IMAs to increase the CSE funding allocation by \$35,061, the EISEP funding allocation by \$13,499, and the combined WIN/NSIP funding allocation by \$119,349.

Your Committee is advised that on April 25, 2022 by Act No. 39-2022, your Honorable Board authorized the County to enter into various Grant Agreements with NYSOFA to accept grant funds made available to the County from New York State under, *inter alia*, the CSE, EISEP, and the combined WIN/NSIP programs. Act No. 39-2022 further authorized the County, *inter alia*, to enter into IMAs with the Municipalities listed in Exhibit “A” attached to Act No. 39-2022. Thereafter, by Act No. 157-2022, approved on November 14, 2022, your Honorable Board authorized the County to amend the CSE and UNMET NEED Grant Agreements to increase funding.

Your Committee is advised that due to a clerical error, the amount authorized under Act No. 39-2022 for the WIN/NSIP Grant Agreements was incorrect. In order to correct this error, it will be necessary to retroactively amend the WIN/NSIP Grant Agreements to reduce the aggregate not-to-exceed amount allocated thereunder from \$1,301,964 to \$1,182,964.

In addition, NYSOFA recently informed the Department that it has increased funding for the CSE Grant Agreement, for the EISEP Grant Agreement, and for the combined WIN/NSIP Grant Agreements. In order for the County to receive this additional funding, it will be necessary to retroactively amend the CSE, EISEP and WIN/ NSIP Grant Agreements in order to increase the not-to-exceed amounts thereunder, as set forth below:

**Grant Amounts**

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$1,575,319	\$2,517,305	\$1,182,964 (as revised)
Amount of first increase	+\$44,951	N/A	N/A
Amount of this increase	+\$197,620	+\$19,270	+\$229,813
Total Amended Grant Amount	\$1,817,890	\$2,536,575	\$1,412,777

Your Committee is advised that in order for the Department to be able to fully expend funding under the EISEP and UNMET NEED Grant Agreements, NYSOFA has authorized an extension of these Grant Agreements from April 1, 2023 through December 31, 2023. As such, authority is further requested to retroactively amend said Grant Agreements to extend the terms thereof through December 31, 2023. It should be further noted that any unexpended funds remaining during the extension period of these Grant Agreements will be utilized by the Department (at the discretion of the Commissioner of the Department) for Department salaries and/or to increase the contract amount for agreements with home care agencies.

Your Committee is further advised that due to a second clerical error, WIN/NSIP funding authorized under Act No. 39-2022 for IMAs with the Municipalities was incorrect. In order to correct this error, it will be necessary to retroactively amend Act No 39-2022 in order to reduce the aggregate not-to-exceed amount of WIN/NSIP funding from \$1,022,172 to \$903,172.

Additionally, authority is requested to amend existing IMAs with the Municipalities listed in Exhibit "A", attached to Act No 39-2022, as follows:



	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$253,019	\$97,352	\$903,172 (as revised)
Amount of increase	+\$35,061	+\$13,499	+\$119,349
Amended Grant Amount	\$288,080	\$110,851	\$1,022,521

Except as specifically amended hereby, all remaining terms and conditions contained in the CSE, EISEP and WIN & NSIP Grant Agreements, and all remaining terms and conditions contained in the IMAs with the Municipalities, shall remain in full force and effect upon the parties.

Your Committee is informed that the Department has complied with the Westchester County Procurement Policy and Procedures (the “Policy”), noting that the Grant Agreements with NYSOFA do not constitute a procurement, and that the IMAs are exempt from the Policy pursuant to section 3(a) iii thereof which exempts contracts with “. . . any State and any political subdivision, agency or instrumentality thereof.” They are also exempt pursuant to section 3(a) xix of the Policy which exempts “any procurement for the purpose of entering into a contract with persons to provide direct services to senior citizens.

The Planning Department has advised that based on its review, the proposed amendments to the CSE, EISEP, and WIN & NSIP Grant Agreements with NYSOFA and the proposed amendments to the IMAs do not meet the definition of an “action” under the State Environmental Quality Review Act, 6 NYCRR part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of the Board of Legislators.

Your Committee has been advised that the passage of the attached Act requires an affirmative vote of a majority of the members of your Honorable Board.

Your Committee believes that amending the Grant Agreements and the IMAs to increase funding is in the best interest of the County and, therefore, recommends your Honorable Board’s favorable action on the annexed proposed Act.

Dated: \_\_\_\_\_, 2023  
 White Plains, New York

**COMMITTEE ON**

# FISCAL IMPACT STATEMENT

SUBJECT: CSE     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 2460063

Total Current Year Revenue \$ 1817890

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 101-24-4957

263-85-T047

Potential Related Operating Budget Expenses:    Annual Amount \$ 642173

Describe: County Match Funds

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 1817890

Describe: Funding received from the New York State Office for the Aging for Community Services for the Elderly.

\_\_\_\_\_

### Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide Case Management, Information & Assistance; Senior Center Recreation & Education, Health Promotion, Transportation, Food Distribution, Food Stamp Counseling and volunteer programs to seniors in Westchester County.

Next Four years:

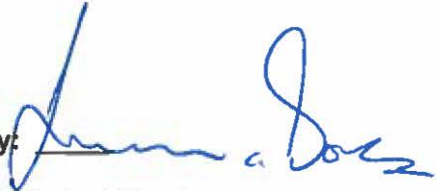
Estimated to be same as above each year.

\_\_\_\_\_  
\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

*NO*  
Reviewed By:   
Budget Director

If you need more space, please attach additional sheets.



# FISCAL IMPACT STATEMENT

SUBJECT: EISEP     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 3525233

Total Current Year Revenue \$ 2536575

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 24-101-4957

263-85-T048

Potential Related Operating Budget Expenses:    Annual Amount \$ 988658

Describe: County Match Funds

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 2536575

Describe: Funding received from the New York State Office for the Aging for Expanded In-Home Services to the Elderly.

\_\_\_\_\_

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide In-Home Personal Care Services, Case Management, Personal Emergency Response Systems; In-Home Contact & Support and Adult Day Care to seniors in Westchester.

Next Four years:

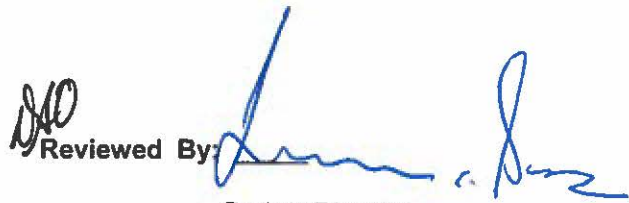
Estimated to be same as above each year.

\_\_\_\_\_  
\_\_\_\_\_

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

  
Reviewed By: \_\_\_\_\_  
Budget Director  
6/1/23

If you need more space, please attach additional sheets.

# FISCAL IMPACT STATEMENT

SUBJECT: UNMET     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 1036658

Total Current Year Revenue \$ 1036658

Source of Funds (check one):     Current Appropriations

Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 263-85-T1006

Potential Related Operating Budget Expenses:    Annual Amount \$ 0

Describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 1036658

Describe: Funding received from the New York State Office for the Aging to provide unmet need services to the Elderly.

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide In Home Services, Case Management, Sr. Rec and Ed, Transportation, and InHome Contact & Support to seniors in Westchester.

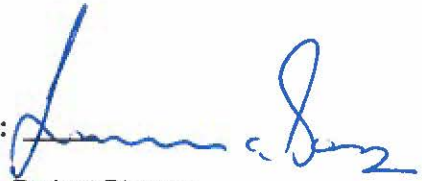
Next Four years:

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

Reviewed By:   
Budget Director  
6/1/23

If you need more space, please attach additional sheets.

# FISCAL IMPACT STATEMENT

SUBJECT: WIN/NSIP     NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND     AIRPORT     SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost    \$ 1412777

Total Current Year Revenue \$ 1412777

Source of Funds (check one):     Current Appropriations  
 Transfer of Existing Appropriations     Additional Appropriations     Other (explain)

Identify Accounts: 263-85-T928

Potential Related Operating Budget Expenses:    Annual Amount \$ 0

Describe: \_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Potential Related Revenues:    Annual Amount \$ 1412777

Describe: Funding is received from the New York State Office for the Aging for the Wellness in Nutrition Program

Anticipated Savings to County and/or Impact on Department Operations:

Current Year:    The Department would not be able to provide Home Delivered Meals and Nutrition Education and counseling to seniors in Westchester County.


Next Four years:

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title:    Director of Program Development II

Department: Senior Programs & Svcs.

Reviewed By:   
Budget Director  
6/1/23

If you need more space, please attach additional sheets.

ACT NO. 2023- \_\_\_\_\_

AN ACT authorizing the County of Westchester to retroactively amend various 2022 - 2023 grant agreements with the New York State Office for the Aging and to retroactively amend existing 2022 – 2023 inter-municipal agreements with local municipalities funded by the aforesaid grants.

NOW, THEREFORE, BE IT ENACTED by the Board of Legislators of the County of Westchester as follows:

**Section 1.** The County of Westchester (the “County”), acting by and through its Department of Senior Programs & Services, is hereby authorized to retroactively amend grant agreements ( the “Grant Agreements”) with the New York State Office for the Aging (“NYSOFA”), for the following programs: the Community Services for the Elderly Program (“CSE”), the Expanded In-home Services for the Elderly Program (“EISEP”), the UNMET Need Program (“UNMET NEED”), and the Wellness in Nutrition & Nutrition Service Incentive Programs (“WIN/NSIP”), in order to: (i) retroactively reduce the funding amount allocated for the WIN/NSIP Grant Agreements from \$1,301,964 to \$1,182,964 in order to correct a clerical error made under Act No. 39-2022; and (ii) retroactively increase the amount of the CSE Grant Agreement, the EISEP Grant Agreement, and the combined WIN/NSIP Grant Agreements, as follows:

**Grant Amounts**

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$1,575,319	\$2,517,305	\$1,182,964 (as revised)
Amount of first increase	+\$44,951	N/A	N/A
Amount of this increase	+\$197,620	+\$19,270	+\$229,813
Total Amended Grant Amount	\$1,817,890	\$2,536,575	\$1,412,777

§2. The County is hereby further authorized to retroactively amend the EISEP and UNMET NEED Grant Agreements to extend the terms thereof from April 1, 2023 through December 31, 2023.

§3. The County is hereby further authorized to: (i) retroactively amend Act No. 39-2022 to reduce the amount of WIN/NSIP funding allocated for inter-municipal agreements (“IMAs”) with the municipal corporations listed in Exhibit “A”, attached to Act No. 39-2022 (the “Municipalities”), from \$1,022,172 to \$903,172 in order to correct a clerical error made under Act No. 39-2022; and (ii) retroactively amend the IMAs with the Municipalities to increase the CSE funding allocation, the EISEP funding allocation, and the combined WIN/NSIP funding allocation, as follows:

**IMAs**

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$253,019	\$97,352	\$903,172 (as revised)
Amount of increase	+\$35,061	+\$13,499	+\$119,349
Amended Grant Amount	\$288,080	\$110,851	\$1,022,521

§4. Except as specifically amended hereby, all remaining terms and conditions contained in the CSE, EISEP and WIN & NSIP Grant Agreements with NYSOFA, and all remaining terms and conditions contained in the IMAs with the Municipalities, shall remain in full force and effect.

§5. This Act shall take effect immediately.

**THIS FIRST AMENDMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2023

by and between:

**THE COUNTY OF WESTCHESTER**, a municipal corporation of the State of New York, having an office and place of business in the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601 (hereinafter referred to as the "County")

and

\_\_\_\_\_, a municipal corporation organized under the laws of the State of New York, having an office and principal place of business at

\_\_\_\_\_  
hereinafter referred to as the "Municipality" and together with the County hereinafter referred to as the Parties)

**WITNESSETH:**

**WHEREAS**, the County, acting by and through its Department of Senior Programs and Services (the "Department") was awarded grants by the New York State Office for the Aging ("NYSOFA") pursuant to the Wellness In Nutrition Program ("WIN"), and the Nutrition Services Incentive Program ("NSIP") of the Older Americans Act to provide nutrition services to improve the well-being of those elderly persons who are at high nutritional risk (referred to herein as the "Programs"); and

**WHEREAS**, the County utilized a portion of the grant funding to enter into that certain inter-municipal agreement (the "Agreement") with the Municipality, dated \_\_\_\_\_, \_\_\_\_\_ whereby the Municipality agreed to provide home-delivered meals under the aforementioned Programs, for a term, which commenced retroactively on October 1, 2021 and continued through March 31, 2023, noting that the WIN services were performed during the period from April 1, 2022 through March 31, 2023, while the NSIP Services were performed during the period from October 1, 2021 through September 30, 2022, in an aggregate amount not-to-exceed \$ \_\_\_\_\_; and

**WHEREAS**, the NYSOFA has subsequently increased funding for the combined



WIN & NSIP grants for the 2022 – 2023 term, and the Department will utilize a portion of the additional funds to increase the unit-cost rate for the home-delivered services provided by the Municipality under the original Agreement; and

**WHEREAS**, the Parties now desire to amend the Agreement in order to increase the unit-cost rate as specified in the attached revised Schedule "B", thereby increasing the aggregate not-to-exceed amount of the Agreement for the combined WIN & NSIP Programs by \$\_\_\_\_\_, from \$\_\_\_\_\_ to \$\_\_\_\_\_. All capitalized terms not set forth herein shall have the same meaning as set forth in the Agreement.

**NOW, THEREFORE**, in consideration of the terms, conditions, covenants, and agreements contained herein, the Parties hereto agree as follows:

1. The Agreement between the Parties be and hereby is retroactively amended to increase the unit-cost rate as specified in the attached revised Schedule "B" ("Revised Schedule "B"); thereby increasing the aggregate not-to-exceed amount set forth in the original Agreement by \$\_\_\_\_\_.00, from an amount not-to-exceed \$\_\_\_\_\_.00 to a new amount not-to-exceed \$\_\_\_\_\_.00, for actual home-delivered meals previously provided by the Municipality for the 2022 – 2023 term. Therefore, Schedule "B" in the original Agreement is hereby deleted in its entirety and replaced with the Revised Schedule "B" that is attached hereto, and made a part hereof. Additionally, the Parties agree to amend Paragraph 3 of the Agreement by deleting it in its entirety and replacing it with the following language:

*" 3. The County shall reimburse the Municipality for the operation of the Programs described in Paragraph 1 hereof. Payment for services provided hereunder shall be made only for home-delivered meals actually delivered by the Municipality in accordance with the Programs, which payment shall be reduced by the County based upon actual meals delivered by the Municipality during the term of this Agreement, at the rate set forth in the Revised Schedule "B." The foregoing obligation of the County to make payment is expressly conditioned upon the County's receipt of the Notification of Grant Award Letter from NYSOFA and upon*

*compliance by the Municipality with all the terms and conditions contained in this Agreement. The total amount to be paid to the Municipality under this Agreement shall not exceed the aggregate sum of \$ \_\_\_\_\_, in accordance with the Revised Schedule "B."*

2. The Schedule "C" referenced in the original Agreement is hereby deleted in its entirety and replaced with the revised Schedule "C" (the "Revised Schedule "C") that is attached hereto and made a part hereof. The Municipality agrees to complete the Revised Schedule "C" and to comply with the Targeting and Poverty Guidelines as set forth therein.

3. This First Amendment shall be deemed retroactively effective as of October 1, 2021 through March 31, 2023, and the Agreement shall not be further modified or amended, except by an instrument in writing executed by the Parties.

4 The Municipality shall furnish the County with all required insurances specified in Schedule "A" pursuant to the original Agreement to cover the entire term of the Agreement.

5. Except as otherwise expressly provided herein, all other terms and conditions of the Agreement shall remain unmodified and remain in full force and effect upon the Parties.

6. This First Amendment shall not be effective until signed by both Parties and approved by the Office of the County Attorney.

[SIGNATURE PAGE FOLLOWS]



**IN WITNESS WHEREOF**, the Parties hereto have executed this First Amendment.

**THE COUNTY OF WESTCHESTER**

By \_\_\_\_\_  
Mae Carpenter, Commissioner  
Department of Senior Programs and Services

**MUNICIPALITY:**

**[ENTER NAME OF MUNICIPALITY]**

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

Approved by the Westchester County Board of Legislators pursuant to Act 39 - 2022 adopted on the 25<sup>th</sup> day of April, 2022 as amended by Act 157-2022 adopted on the 14th day of November 2022 and Act \_\_\_\_ - 2023 adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Approved:

\_\_\_\_\_  
Sr. Assistant County Attorney  
The County of Westchester

**ACKNOWLEDGMENT**

STATE OF NEW YORK            )  
  ) ss.:  
COUNTY OF WESTCHESTER )

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2023 before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument; and, acknowledged if operating under any trade name, that the certificate required by the New York State General Business Law Section 130 has been filed as required therein.

\_\_\_\_\_  
Signature and Office of individual  
taking acknowledgement

**CERTIFICATE OF AUTHORITY**  
**(MUNICIPALITY)**

I, \_\_\_\_\_,  
(Official other than official signing contract)

certify that I am the \_\_\_\_\_ of  
(Title)

the \_\_\_\_\_  
(Name of Municipality)

a Municipal Corporation duly organized and in good standing under the laws of the State  
of New York that \_\_\_\_\_  
(Person executing agreement)

who signed said agreement on behalf of the \_\_\_\_\_  
(Name of Municipality)

was, at the time of execution \_\_\_\_\_  
(Title of such person)

of the Municipal Corporation and that said agreement was duly signed for and on behalf  
of said Municipal Corporation by authority of its governing board, thereunto duly  
authorized and that such authority is in full force and effect at the date hereof.

\_\_\_\_\_  
(Signature)

STATE OF NEW YORK        )  
  ) ss.:  
COUNTY OF                    )

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2023 before me, the  
undersigned, a Notary Public in and for said State, \_\_\_\_\_  
personally appeared, personally known to me or proved to me on the basis of satisfactory  
evidence to be the officer described in and who executed the above certificate, who being  
by me duly sworn did depose and say that he/she resides at

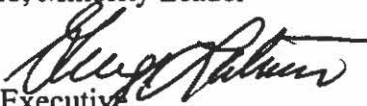
\_\_\_\_\_, and he/she is an  
officer of said municipal corporation; that he/she is duly authorized to execute said  
certificate on behalf of said corporation, and that he/she signed his/her name thereto  
pursuant to such authority.

\_\_\_\_\_  
Notary        Public  
Date:

INSERT REVISED SCHEDULE "B" & REVISED SCHEDULE "C"

July 6, 2023

TO: Hon. Vedat Gashi, Chair  
Hon. Nancy Barr, Vice Chair  
Hon. Christopher Johnson, Majority Leader  
Hon. Margaret Cunzio, Minority Leader

FROM: George Latimer   
Westchester County Executive

RE: **Message Requesting Immediate Consideration: Act – Remove an IMA  
with Yonkers and Add an IMA with Port Chester.**

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This will confirm my request that the Board of Legislators allow submission of the referenced communication to be submitted to the Board of Legislators July 10, 2023 Agenda.

Transmitted herewith is an Act which, if approved by your Honorable Board, will authorize the County of Westchester, acting by and through its Youth Bureau (the "County" or "County Youth Bureau"), to amend Act 2023 – 71, in order to remove one of the inter-municipal agreements with the City of Yonkers for the provision of the Youth – Community Affairs Development (Y-CAD) program ("Y-CAD Program"), for a not-to-exceed amount of \$23,303.00, that was included on the list set forth therein of inter-municipal agreements for the implementation of the New York State's Office of Children and Family Services ("OCFS") Youth Development Program ("YD Program"), and replace it with an inter-municipal agreement with the Village of Port Chester ("Port Chester IMA"), for the implementation of a Summer Youth Employment program, for the same not-to-exceed amount of \$23,303.00.

Therefore, since this communication is of the utmost importance, it is respectfully submitted that the County Board of Legislators accepts this submission for July 10, 2023 "blue sheet" calendar.

Thank you for your prompt attention to this matter.



George Latimer  
County Executive

June 30, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
White Plains, NY 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith is an Act which, if approved by your Honorable Board, will authorize the County of Westchester, acting by and through its Youth Bureau (the "County" or "County Youth Bureau"), to amend Act 2023 – 71, in order to remove one of the inter-municipal agreements with the City of Yonkers for the provision of the Youth – Community Affairs Development (Y-CAD) program ("Y-CAD Program"), for a not-to-exceed amount of \$23,303.00, that was included on the list set forth therein of inter-municipal agreements for the implementation of the New York State's Office of Children and Family Services ("OCFS") Youth Development Program ("YD Program"), and replace it with an inter-municipal agreement with the Village of Port Chester ("Port Chester IMA"), for the implementation of a Summer Youth Employment program, for the same not-to-exceed amount of \$23,303.00. The total aggregate amount allocated for all the IMAs under the OCFS's YD Program of \$244,842.00 remains unchanged.

Act 2023 - 71 authorized the County to 1.) execute and submit to the State of New York (the "State") a resource allocation plan (the "Plan"), which qualified the County to receive certain State reimbursements through OCFS, in the amount of \$873,903.00, for youth services programs and related administrative activities, for a program period of nine (9) months, commencing January 1, 2023 and terminating September 30, 2023, under the following funding streams: (i) YD Program; (ii) Runaway and Homeless Youth Act; and (iii) the newly created program entitled "Youth Sports and Education Opportunity Funding;" and 2.) enter into IMAs with the indicated Municipalities for the provision of positive youth development programs, under the OCFS's YD Program, for the program period of nine (9) months, from January 1, 2023 through September 30, 2023, for a total aggregate amount not to exceed \$244,842.00.

The County Youth Bureau has been informed by the City of Yonkers that they declined the funds to run the Y-CAD Program this year and that the Village of Port Chester expressed interest in implementing a Summer Youth Employment program to address additional program needs for its youth residing in the Village of Port Chester.

The proposed Port Chester IMA will benefit additional youth residing in the Village of Port Chester by providing them with opportunities to actively acquire the skills and abilities needed to grow up to be competent, caring and healthy adults.

The proposed Port Chester IMA is exempt from the Westchester County Procurement Policy pursuant to section 3(a) xviii thereof, regarding programs and services for the prevention of delinquency and youth crime and the advancement of the moral, physical, mental and social well-being of the youth of Westchester County.

The Planning Department has advised that the proposed Port Chester IMA does not meet the definition of an action under the New York State Environmental Quality Review Act and its implementing regulations, 6 NYCRR Part 617. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of your Honorable Board. Therefore, no further environmental review is required. As you know, your Honorable Board may use expert advice to reach its own conclusions.

Except as expressly modified herein, all other terms of Act 2023 – 71 will remain unchanged.

I recommend that your Honorable Board adopt the annexed Act.

Sincerely,



George Latimer  
County Executive  
Attachments

**HONORABLE BOARD OF LEGISLATORS  
COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending approval of an Act, which if approved by your Honorable Board, will authorize the County of Westchester (the “County”) acting by and through its Youth Bureau (the “County” or “County Youth Bureau”), to amend Act 2023 – 71, in order to remove one of the inter-municipal agreements with the City of Yonkers for the provision of the Youth – Community Affairs Development (Y-CAD) program, for a not-to-exceed amount of \$23,303.00, that was included on the list set forth therein of inter-municipal agreements for the implementation of the New York State’s Office of Children and Family Services (“OCFS”) Youth Development Program (“YD Program”), and replace it with an inter-municipal agreement with the Village of Port Chester (“Port Chester IMA”), for the implementation of a Summer Youth Employment program, for the same not-to-exceed amount of \$23,303.00. The total aggregate amount allocated for all the IMAs under the OCFS’s YD Program of \$244,842.00 remains unchanged.

Act 2023 - 71 authorized the County to 1.) execute and submit to the State of New York (the “State”) a resource allocation plan (the “Plan”), which qualified the County to receive certain State reimbursements through OCFS, in the amount of \$873,903.00, for youth services programs and related administrative activities, for a program period of nine (9) months, commencing January 1, 2023 and terminating September 30, 2023, under the following funding streams: (i) YD Program; (ii) Runaway and Homeless Youth Act; and (iii) the newly created program entitled “Youth Sports and Education Opportunity Funding;” and 2.) enter into the IMAs with the indicated Municipalities for the provision of positive youth development programs under the OCFS’s YD Program, for the program period of nine (9) months, from January 1, 2023 through September 30, 2023, for a total aggregate amount not to exceed \$244,842.00.

Your Committee is further advised that the County Youth Bureau has been informed by the City of Yonkers that they declined the funds to run the Y-CAD Program this year and that the Village of Port Chester expressed interest in implementing a Summer Youth Employment program to address additional program needs for its youth residing in the Village of Port Chester.



Your Committee is also advised that the proposed Port Chester IMA will benefit additional youth residing in the Village of Port Chester by providing them with opportunities to actively acquire the skills and abilities needed to grow up to be competent, caring and healthy adults.

In addition, your Committee is advised that the proposed Port Chester IMA is exempt from the Westchester County Procurement Policy pursuant to section 3(a) xviii thereof, regarding programs and services for the prevention of delinquency and youth crime and the advancement of the moral, physical, mental and social well-being of the youth of Westchester County.

The Planning Department has advised your Committee that the proposed Port Chester IMA does not meet the definition of an action under the New York State Environmental Quality Review Act and its implementing regulations, 6 NYCRR Part 617. Please refer to the memorandum from the Department of Planning dated January 12, 2023, which is on file with the Clerk of your Honorable Board. Your Committee concurs with this conclusion.

Your Committee believes that the County's entering into the Port Chester IMA will benefit youth residing in the Village of Port Chester by funding a Summer Youth Employment program that will provide them with opportunities to actively acquire the skills and abilities needed to grow up to be competent, caring and healthy adults. Therefore, your Committee recommends adoption of the proposed Act amending Act 2023 – 71.

Your Committee is advised that except as expressly modified herein, all other terms of Act 2023 – 71 will remain unchanged.

It should be noted that an affirmative vote of a majority of the members of your Honorable Board is required in order to adopt the attached Act. Accordingly, your Committee recommends the annexed proposed Act for adoption.

Dated: \_\_\_\_\_, 20\_\_\_\_  
White Plains, New York

**COMMITTEE ON**

C/CMC.06.29.2023

# FISCAL IMPACT STATEMENT

SUBJECT: NYS OCFS 2023 Allocation/Municipalities

NO FISCAL IMPACT PROJECTED

## OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A)  GENERAL FUND       AIRPORT       SPECIAL REVENUE FUND (Districts)

### B) EXPENSES AND REVENUES

Total Current Year Cost      \$ 899561

Total Current Year Revenue \$ 873,903

Source of Funds (check one):       Current Appropriations

Transfer of Existing Appropriations       Additional Appropriations       Other (explain)

Identify Accounts: Operating Acct: 101-11-0400-OBJ 1010, 165-42-4750-OBJ 1010, 101-0400-OBJ 4436, 263-11-530Y-OBJ 4380, 263-11-108Y-OBJ 4380, Rev Source 9734

Potential Related Operating Budget Expenses:      Annual Amount \$ 145,156

Describe: Youth Bureau Staff Salary Exp for YDP and required match for RHY Programs: \$86,663 under 101-11-0400-1010; RHY Prog Exp as reqd local match \$20,993 under 101-11-0400-4436 and under 165-42-4575-1010 West Cty Park & Rec Staff salary exp \$37,500.

Potential Related Revenues:      Annual Amount \$ 873,903

Describe: Reimbursements by State to YB Non Profit Orgs \$270,000 (263-11-530Y-9584) Municipalities \$244,842 (263-11-530Y-9584) RHYA Program \$62,980 (263-11-108Y-9584) YDP & RHYA Admin \$81,998 (101-11-0400-9734) NY Sports \$176,583 (263-11-530Y-9584) and WCPRF \$37,500 (165-42-4750-9734)

Anticipated Savings to County and/or Impact on Department Operations:

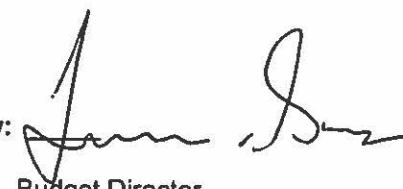
Current Year:      \$25,658 Youth Bureau

Next Four years: NA

Prepared by: Bernie Dean


Title:      Financial Administrator

Department: CEO/Youth Bureau

*JD*  
Reviewed By:   
Budget Director  
7/15/23

If you need more space, please attach additional sheets.

TO: George Latimer, County Executive  
Kenneth Jenkins, Deputy County Executive  
John Nonna, County Attorney

FROM: David Kvinge, AICP, RLA, CFM   
Assistant Commissioner

DATE: January 12, 2023

SUBJECT: **ACTIVITIES NOT SUBJECT TO STATE ENVIRONMENTAL QUALITY  
REVIEW**

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As required by the New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617 (“SEQR”), the Board of Legislators (“BOL”) is the body that must assess the environmental significance of all actions that the BOL has discretion to approve, fund or directly undertake. The Planning Department has historically conducted the necessary environmental review for the BOL to undertake its responsibility under SEQR. Additionally, contracts going before the Board of Acquisition and Contracts (“BAC”) must be reviewed for conformance with SEQR.

Pursuant to Section 617.2(b) of SEQR, “Actions” are defined as:

- (1) projects or physical activities, such as construction or other activities that may affect the environment by changing the use, appearance or condition of any natural resource or structure, that:
  - (i) are directly undertaken by an agency; or
  - (ii) involve funding by an agency; or
  - (iii) require one or more new or modified approvals from an agency or agencies;
- (2) agency planning and policy making activities that may affect the environment and commit the agency to a definite course of future decisions;
- (3) adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions that may affect the environment; and
- (4) any combinations of the above.

As part of the Planning Department’s ongoing review of its processes, we are streamlining the process for SEQR review and related document preparation for the BOL and BAC. The most effective method to achieve a more timely SEQR review is to create a list of categories of activities that **do not meet the definition of an “action”** as defined in SEQR. This list (attached) references activities that are routine and which do not change the use, appearance or condition of any natural resource or structure, nor do they involve policies or regulations that may affect the environment. The creation of this list in no way eliminates the BOL’s or BAC’s

responsibilities under SEQR. Rather, it establishes a workflow for items that are routine and do not, under the law, require environmental review.

Accordingly, the Planning Department advises that no environmental review is required and no SEQR documentation is necessary for submission with BOL legislation or with resolutions or contracts requiring BAC approval regarding activities on the attached list.

County departments and agencies may reference this memorandum in the legislation in order to document compliance with SEQR for actions listed herein. As such, this memorandum should be kept on file with the Clerk of the Board of Legislators. Legislation should include a statement similar to the following: "The proposed project does not meet the definition of an action under New York State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617. Please refer to the memorandum from the Department of Planning dated January 12, 2022, which is on file with the Clerk of the Board of Legislators."

This memorandum will be distributed to all Commissioners as part of County operations.

Please contact me if you have any questions.

Att.

cc: Malika Vanderberg, Clerk and Chief Administrative Officer to the Board of Legislators  
Joan McDonald, Director of Operations  
Andrew Ferris, Chief of Staff  
Steve Bass, Director of Intergovernmental Relations  
Paula Friedman, Assistant to the County Executive  
Stacey Dolgin-Kmetz, Chief Deputy County Attorney  
Tami Altschiller, Assistant Chief Deputy County Attorney  
Norma Drummond, Commissioner of Planning

**ACTIVITIES THAT DO NOT MEET THE DEFINITION OF AN “ACTION”  
PURSUANT TO SEQR AND ARE, CONSEQUENTLY, NOT SUBJECT TO SEQR**

**1. BUDGETS AND AMENDMENTS**

- Municipal budgets and amendments to them – The budgeting process merely sets aside funds without a commitment to their expenditure. Operating expenditures are typically for government-related activities that would also not meet the definition of an action. Even the establishment of the Capital Budget is not subject to SEQR because many of the capital projects are usually not definitive enough with respect to potential impacts to be reviewable at the time the budget is adopted. However, any subsequent authorization, such as bonding, to undertake a particular capital project is an action that requires SEQR compliance before it may be approved.
- The transfer of funds within the County operating and capital budgets for the purpose of balancing accounts – It is understood that these actions are purely budgetary, where accounts with excess funds are moved to accounts with existing or anticipated deficits. It is further understood that the activities covered by these accounts have either already occurred or been reviewed in accordance with SEQR, are Type II actions or actions that are not subject to SEQR, or are actions that will require future approval prior to being undertaken, at which time further SEQR review may be appropriate.
- Rescissions or reduction of bond acts to cancel unspent funds.

**2. SERVICES**

- Consultant services – Contracts or agreements that provide for administrative services, training, reports for Boards and Commissions, but not including studies or design of physical improvements, which has been listed under SEQR as Type II.
- Social Services – Actions or agreements that provide services to persons in need, such as employment assistance, family/domestic intervention and respite care.
- Youth services – Actions or agreements that provide for youth services, such as a Resource Allocation Plan, Invest-in-Kids Program, after-school programs, camp programs and head-start programs.
- Senior programs & services – Actions or agreements that provide for services to seniors, such as provision of information/education, home care, nutrition & transportation assistance, caregiver support, and acceptance of federal and state grants providing for such services (e.g., OAA Title III grants and NYSOFA grants, including CSE, CSI, CRC, EISEP, NYSTP, WIN & NSIP).
- Public Safety services – programs that promote public safety, such as STOP-DWI, Police Night Out, and intermunicipal agreements (IMAs) for shared training, equipment and response to emergencies, including E-911.
- Fire services – Fire district IMAs for shared training, equipment and response to emergencies.
- Legal services – Contracts for outside counsel, litigation or associated monetary settlements.

- Medical Services – Contracts with medical providers for medical examinations, testing, vaccinations or medical treatment of County employees or the public.
  - Mental Health Services – Contracts with agencies to provide treatment, services or education related to mental health.
3. PERSONNEL MATTERS
- Actions related to employment or employees.
  - Contracts for temporary staff assistance.
  - Legislation pertaining to establishment and membership of boards and commissions.
4. FINANCES
- Tax Anticipation Notes.
  - Bond acts to finance tax certiorari payments.
  - Banking contracts/agreements for money management services.
  - Mortgage tax receipts disbursements (County Clerk).
  - Refinancing of affordable housing mortgages.
  - Payment in Lieu of Taxes (PILOT) agreements.
5. LAWS
- New laws or amendments of existing laws that regulate the sale or use of products for the protection of public health.
  - New laws or amendments of existing laws that regulate businesses for the protection of consumers.
  - Pertaining to consumer protection, not including professional licensing, which have been classified as Type II.
  - Pertaining to animal welfare, excluding regulations involving habitat management.
  - Pertaining to public safety.
  - Pertaining to taxation, such as establishment of new taxes or tax exemptions.
  - Pertaining to establishment or modification of fees.
  - Pertaining to notices, publications and record keeping.
  - Pertaining to hiring or contracting procedures.
  - Pertaining to the functioning of County government, such as term limits, board appointments, etc. that do not impact the environment.
6. MISCELLANEOUS
- Amendments to existing agreements for changes in name or consultants.
  - Education/training programs, contracts for clinical instruction.
  - Prisoner Transport IMAs.
  - Tourism Promotion Agency designation.
  - Software licenses.

- IMAs for temporary housing in existing facilities (homeless, inmate, troubled youths, domestic violence victims).
- Naming or renaming of streets, buildings, parks or other public facilities.

WCDP  
JAN 2023



**ACT NO. 2023 - \_\_\_\_\_**

**AN ACT** authorizing the County of Westchester to amend Act 2023 – 71 to remove one of the inter-municipal agreements with the City of Yonkers from the list set forth therein of inter-municipal agreements for the implementation of the New York State’s Office of Children and Family Services Youth Development Program, and replace it with an inter-municipal agreement with the Village of Port Chester.

**BE IT ENACTED** by the Board of Legislators of the County of Westchester as follows:

**Section 1.** Section 2 of Act 2023 – 71, is hereby amended in order to remove one of the inter-municipal agreements with the City of Yonkers for the provision of the Youth – Community Affairs Development (Y-CAD) program, for a not-to-exceed amount of \$23,303.00, that was included on the list set forth therein of inter-municipal agreements for the implementation of the New York State’s Office of Children and Family Services (“OCFS”) Youth Development Program (“YD Program”), and replace it with an inter-municipal agreement with the Village of Port Chester (“Port Chester IMA”), for the implementation of a Summer Youth Employment program, for the same not-to-exceed amount of \$23,303.00.

**§2.** The County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents appropriate and necessary to effectuate the purposes hereof.

**§3.** This Act shall take effect immediately.

*[Faint, illegible text, possibly a stamp or signature]*