COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

June 5, 2012

Erie County Legislature
92 Franklin Street – Fourth Floor
Buffalo, New York 14202

RE: Department of Social Services
Employee Education and Training

Dear Honorable Members:

Since 1986, the Erie County Department of Social Services has operated an Employee Education and Training Program. This program allows employees to obtain college degrees related to social services from various local colleges and universities and provides for critical in-house professional training. The Department of Social Services has completed its review of its annual Request for Proposals (RFP) and has determined the most appropriate providers.

Legislative approval is needed for contract renewals and this proposed resolution authorizes the Department of Social Services to renew contracts with New York State-mandated State University of New York (SUNY) providers. There is no fiscal impact to the 2012 Adopted Budget based on this resolution as funds are available in account 516040, DSS Training and Education to cover the contract renewals.

Should your Honorable Body require further information, I encourage you to contact Commissioner Carol Dankert in the Department of Social Services. Thank you for your consideration on this matter.

Sincerely,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/bb
Enclosure

cc: Carol Dankert, Department of Social Services

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Social Services
Re: Employee Education and Training
Date: June 3, 2012

SUMMARY

Since 1986, the Erie County Department of Social Services has operated an Employee Education and Training Program that allows employees to obtain degrees from various local colleges and universities and provides for critical in-house professional training. The Department has completed its review of its annual Request for Proposals (RFP) and has determined the most appropriate providers. Legislative approval is needed for contract renewals.

FISCAL IMPLICATIONS

There is no County fiscal impact. No additional County funds are required. There are sufficient appropriations in the 2012 Adopted Budget of the Department of Social Services in Account 516040, DSS Training and Education, to fund the contract renewals.

REASONS FOR RECOMMENDATION

The Department has employees at all levels enrolled in various programs ranging from associate and bachelor degree programs to masters level programs. The Department also contracts for critical in-service training projects to improve the professional skills of Department staff. These educational programs increase employee knowledge and skills that help maximize the operating level of the Department.

BACKGROUND INFORMATION

The Department has executed contracts in the past for various degree programs. These contracts require renewal to allow employees to complete degree requirements and to provide critical in-service training for Department staff. New York State mandates the use of State University of New York (SUNY) schools.

CONSEQUENCES OF NEGATIVE ACTION

Department employees will be denied the opportunity to continue in the degree programs and to receive other training to upgrade their professional skills.

STEPS FOLLOWING APPROVAL

The Social Services Department will execute contract renewals with respective institutions. Funds will be paid as expenses are invoiced.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF SOCIAL SERVICES

RE: Employee Education and Training

WHEREAS, the Department of Social Services has issued an annual Request for Proposals (RFP), selected providers for its Employee Education and Training Program pursuant to Section 19.08 of the Erie County Administrative Code, and has the responses, evaluation and selection material available, and

WHEREAS, these contracts will enable employees of the Department of Social Services to upgrade their professional knowledge and skills thereby benefiting Departmental operations, and

WHEREAS, the Department of Social Services must have Legislative approval to renew Employee Education and Training Program contracts, and

WHEREAS, there is no fiscal impact to the 2012 Adopted Budget based on this resolution and no additional County local share funds are necessary because the existing appropriation in Account 516040, DSS Training and Education, is sufficient to cover these contract renewals.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Executive and/or the Commissioner of Social Services are hereby authorized to renew the Employee Education and Training Program contracts to New York State mandated State University of New York (SUNY) institutions as specified below:

Educational Institution	Period	Gross Contract	Institution's Contribution	Paid by ECDSS
Empire State College (Bachelor's/ Associate's Degrees in Business/ Community and Human Services)	09/01/12 - 08/31/13	$428,149	$154,134	$274,015
Empire State College (In-Service Training And Organizational Development)	09/01/12 - 08/31/13	$862,134	$258,640	$603,494
University at Buffalo – School of Social Work (Master's Degree in Social Work)	09/01/12 - 08/31/13	$332,964	$116,537	$216,427
Buffalo State College (CDHS) (Bachelor's in Business/Social Work; Master's in Human Services Admin.)	09/01/12 - 08/31/13	$535,993	$192,957	$343,036
			TOTAL	**$1,436,972**

and be it further

RESOLVED, that funds to pay for these programs are available in and shall be made from Account 516040, DSS Training and Education in Fund Center 120, and be it further

RESOLVED, that certified copies of this resolution shall be forwarded to the Erie County Executive, the Commissioner of Social Services, the Erie County Comptroller, and the Director of the Division of Budget and Management.