



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 16, 2014

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

Re: Consultant Contract for Ready or Not grant

Dear Honorable Members:

The attached resolution requests authorization to enter into a \$6,000 contract with a consultant for the Department of Senior Services' Ready or Not grant for the period September 1, 2014 through May 31, 2015.

Should your Honorable Body require any further information, I encourage you to contact the Department of Senior Services. Thank you for your consideration on this matter.

Sincerely,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/mc
Enclosure

Cc:

Randy Hoak, Commissioner, Department of Senior Services

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Senior Services
Re: Consultant Contract for Ready or Not Grant
Date: September 16, 2014

SUMMARY

Approve the attached resolution to allow the department to enter into a \$6,000 contract with a consultant for the Ready or Not grant, for the period of September 1, 2014 through May 31, 2015.

FISCAL IMPLICATIONS

County funds are not required. The grant is 100% funded by the Health Foundation for Western & Central New York.

REASONS FOR RECOMENDATION

Our accepted grant proposal and contract with the Health Foundation of Western & Central New York calls for a portion of the grant funds to be used to secure consultant services to provide technical assistance to the Department of Senior Services. Our plan is to contract with Charles Battaglia for consultant services to assist with evaluating current program management practices, modifying procedures to reflect new NYS mandates, and developing planning and program monitoring protocols for new services and funding streams. Mr. Battaglia retired from the Department of Senior Services in 2012. During his thirty year career he oversaw the development and implementation of several programs and new funding streams within the department.

BACKGROUND INFORMATION

The Ready or Not grant provides funds to complete a number of activities that are intended to help build the capacity of the Department of Senior Services to develop new programs and funding streams made available by the Affordable Care Act. These programs require updated monitoring and management protocols.

CONSEQUENCES OF NEGATIVE ACTION

The Department of Senior Services would be unable to utilize these available grant funds to complete this deliverable for the Ready or Not grant.

STEPS FOLLOWING APPROVAL

The Department of Senior Services will enter into the consultant contract and carry out the applicable Ready or Not grant objectives.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF SENIOR SERVICES**

RE: Consultant Contract for
Ready or Not Grant

WHEREAS, the Department of Senior Services Ready or Not Grant, which is 100% funded by the Health Foundation for Western & Central New York (Foundation) has been extended through May 31, 2015; and

WHEREAS, the Department's grant proposal and contract with the Foundation calls for a portion of the grant funds to be used to secure consultant services that will provide technical assistance, including developing planning and program monitoring protocols for new services and funding streams; and

WHEREAS, the Department of Senior Services desires to contract with Charles Battaglia, for the period September 1, 2014 to May 31, 2015, at a cost not to exceed \$6,000 to function as a consultant for the Ready or Not Grant.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive be and is hereby authorized to enter into a \$6,000 consultant contract with Charles Battaglia, for the Department of Senior Services Ready or Not Grant; and be it further

RESOLVED, that certified copies of this resolution be forwarded to the County Executive's Office, the Division of Budget and Management, the Comptroller's Office, and the Department of Senior Services.