



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

June 19, 2015

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

**Re: Process Mapping for Child Welfare Programs
Community Connections of New York**

Dear Honorable Members:

The Department of Social Services is responsible for providing child welfare programs in Erie County, including Child Protective Services, Preventive Services and Foster Care. Due to increased caseloads, your honorable body has supported an increase in resources for this division. In order to ensure these resources are being put to best use, the Department wishes to have these programs be process mapped. Process mapping will generate visual and interactive workflow documents that represent delivery of services, which will serve as an assessment of opportunities to improve and reduce work.

Legislative approval is needed for the Department of Social Services to enter into a contract with Community Connections of New York (CCNY) to provide this service. CCNY is a non-profit agency which provides training, evaluation and quality improvement services to government entities. There is no fiscal impact to the 2015 Adopted Budget based on this resolution. No additional County local share funds are necessary.

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

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/bb
Enclosure

cc: Al Dirschberger, 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 19, 2015

SUMMARY

Authorize the County Executive and/or the Commissioner of Social Services to enter into a contract with Community Connections of New York (CCNY) for up to \$9,500 for Professional Services.

FISCAL IMPLICATIONS

There is no County fiscal impact. No additional County funds are required. There are sufficient appropriations in the 2015 Adopted Budget of the Department of Social Services.

REASONS FOR RECOMMENDATION

To allow the Department of Social Services to have process mapping done for its child welfare programs.

BACKGROUND INFORMATION

The Department of Social Services is responsible for providing child welfare programs in Erie County, including Child Protective Services, Preventive Services and Foster Care. Due to increased caseloads, there has been an increased amount of resources dedicated to these programs. The Department wishes to have these programs be process mapped and to have reports developed to better monitor work performance.

CONSEQUENCES OF NEGATIVE ACTION

The Department of Social Services will be unable to begin process mapping with CCNY.

STEPS FOLLOWING APPROVAL

A contract will be entered into and process mapping will begin.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF SOCIAL SERVICES

RE: Process Mapping for Child Welfare Programs
Community Connections of New York

WHEREAS, the Department of Social Services is responsible for providing child welfare programs in Erie County, including Child Protective Services, Preventive Services and Foster Care; and

WHEREAS, due to increased caseloads, your honorable body has supported an increase in resources for this division; and

WHEREAS, the Department wishes to have these programs be process mapped and to have reports developed to better monitor work performance; and

WHEREAS, Community Connections of New York (CCNY) is a non-profit agency which provides training, evaluation and quality improvement services to government entities; and

WHEREAS, the Department now desires to contract with CCNY, at a cost not to exceed \$9,500, for process mapping in its child welfare programs.

NOW, THEREFORE, BE IT

RESOLVED, that the Commissioner of Social Services and/or the County Executive are hereby authorized to enter into a contract not to exceed \$9,500 with CCNY for Professional Services; 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.