

**COUNTY OF MILWAUKEE  
INTER-OFFICE COMMUNICATION**

**DATE:** January 18, 2017

**TO:** Theodore Lipscomb, Sr., Chairman, Milwaukee County Board of Supervisors

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by Mark Mertens, Administrator – DCSD*

**SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to enter into 2017 purchase of service contracts for programs within the Delinquency and Court Services Division (DCSD)**

**Issue**

The Director, Department of Health and Human Services (DHHS), is requesting authorization to enter into 2017 purchase of service contracts for the Delinquency and Court Services Division (DCSD).

**Background**

Since 1970, DHHS has supported a social service delivery system comprised of both directly provided and purchased services using a combination of State, grant and local tax funds. Partnerships with community providers have allowed DHHS to cooperate and collaborate with various community agencies and resources. These partnerships further the opportunities for community participation, leverage resources and utilize community expertise regarding the DCSD community response to delinquency.

DCSD conforms to the DHHS Request for Proposals (RFP) process to ensure objectivity and fairness in the awarding of purchase of service contracts. DCSD relies on these objective reviews by community panels and DHHS contract administration/quality assurance to guide award recommendations. DCSD also may consider other salient factors in order to best meet the needs of the juvenile court and youth served including the financial stability of applicants to ensure the continuity of services, the minimization of service disruption, provider alignment with emerging strategies or changing system demands, opportunities for further resource leveraging, information sharing and maximization of resources.

**Discussion**

The Department is requesting approval to purchase services with the agencies listed below for the identified service and contract amounts for the time period of February 1 to December 31, 2017 and renewable for up to three years.

**Youth Employment Program**

The Youth Employment Program (YEP) is designed to provide training and employment opportunities for youth served by DCSD. The goal of the program is to assist youth in Milwaukee County in making the successful transition from adolescence into adulthood through job skills and work experience. This program will provide the opportunity for youth to learn professional and personal skills that lead to employment opportunities. Each youth who completes the training and programming portion of the YEP will be transitioned into a hands-on field experience and then hired as a part-time employee.

This program was previously operated by West Care for \$50,000 in 2016. For 2017, the program was bid out and a new vendor, the Social Development Commission, was selected for the same cost. SDC is recommended for a purchase of service contract for up to 60 youth for \$50,000 for the time period of February 1, 2017 through December 31, 2017. The contract is renewable for up to three years.

<b>Service</b>	<b>Provider</b>	<b>2016 Allocation</b>	<b>2017 Allocation</b>	<b>Variance</b>
Youth Employment Program	Social Development Commission	\$0	\$50,000	\$50,000

**Shelter Care**

Shelter Care provides short-term, non-secure, 24-hour supervised care and residential programming to youth. The program primarily serves youth pending court for alleged delinquency as an alternative to secure detention placement. Other youth involved in the juvenile justice court matters may be placed in Shelter Care at the discretion of either DCSD or the Children's Court.

A Request for Proposals (RFP) for shelter care services was issued a total of three times, starting last July 2016. DCSD finally received a response with the release of the third RFP. Although the Wisconsin Community Services (WCS) was the only vendor to submit a response, this vendor is well qualified to successfully operate shelter care services for DCSD.

Therefore, DCSD is recommending a purchase of service contract with WCS for February 1 through December 31, 2017 to provide shelter care to both boys (20 beds) and girls (12 beds) in the amount of \$2,385,458. The shelter contract was previously administered by St. Charles and this vendor continues to provide services in 2017 under a short-term contract approved by the County Board in December (File No. 16-689) for the period of January 1, 2017 to April 30, 2017.

Given the April 30, 2017 end date of the St. Charles contract, DCSD is moving quickly to transition to the new vendor in order to ensure availability of shelter services as a placement option beyond April 30. WCS has proposed two separate shelter locations, one for girls and one for boys.

Although facilities have not yet been finalized, DCSD is requesting approval of the contract in the January cycle because WCS cannot move forward in executing leases for shelter facilities until DCSD is authorized to execute the contract with WCS. The contract is renewable for up to three years.

Final contract costs will not be known until the facilities for the shelters have been identified. For example, a potential shelter site could require building modifications and staffing ratios may need to be adjusted depending upon the size and layout of the facilities. If total costs exceed the current contract amount of \$2,385,458, DCSD will return to the County Board with a contract amendment.

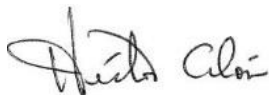
Service	Provider	2016	2017	Variance
Shelter Care	Wisconsin Community Services	\$0	\$2,385,458	\$2,385,458

### **Recommendation**

It is recommended that the County Board of Supervisors authorize the Director, Department of Health and Human Services, or his designee, to enter into purchase of service contracts with the Social Development Commission (SDC) for the youth employment program in the amount of \$50,000 and with the Wisconsin Community Services (WCS) for shelter care in the amount of \$2,385,458 for the time period of February 1 through December 31, 2017. Approval of the recommended contract allocations will allow for the provision of identified high-priority, community-based services for youth being served by DCSD.

### **Fiscal Impact**

The proposed purchase of service contracts reflect total expenditures of \$2,435,458. Sufficient funds have been allocated in the 2017 Budget to cover these costs. A fiscal note form is attached.



Héctor Colón, Director  
Department of Health and Human Services

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