

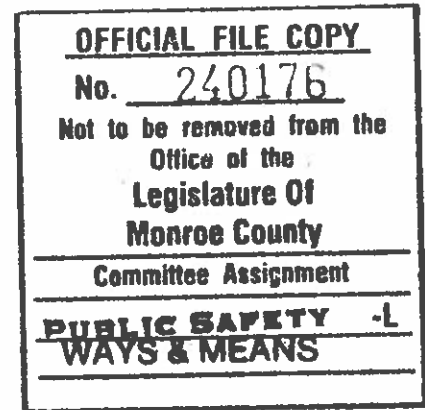


Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

May 10, 2024



To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize a Contract with Health Care Support Advisors, Inc. for the Monroe County Sheriff's Office to Conduct Criminal Background Checks on HCSA Members' Potential Employees

Honorable Legislators:

This matter is being referred to Your Honorable Body at the request of Sheriff Todd K. Baxter.

I recommend that Your Honorable Body authorize a contract with Health Care Support Advisors, Inc. ("HCSA") in an amount not to exceed \$80,000 for reimbursement to the Monroe County Sheriff's Office for conducting criminal background checks on potential employees of nursing homes that are served by HCSA for the period of June 16, 2024 through June 15, 2025, with the option to renew for two (2) additional one-year periods upon mutual consent of both parties. Each renewal will be for an amount consistent with the Sheriff's costs to provide the requested service.

HCSA is incorporated in the State of New York as a not-for-profit corporation that provides support (i.e. education, scholarship grants to employees, criminal background checks) to for-profit and not-for-profit skilled nursing facilities. This agreement will allow agencies served by HCSA to have background checks performed by the Office of the Sheriff on all of their prospective employees in order to identify those who have a criminal record. The purpose of this endeavor is to help the participating homes and hospitals in their effort to safeguard their residents and enhance the quality of care provided to them.

The specific legislative action required is to authorize the County Executive, or his designee, to execute a contract, and any amendments thereto, with Health Care Support Advisors, Inc. ("HCSA"), 40 Barrett Drive, Webster, New York 14580, for reimbursement to the Monroe County Sheriff's Office for conducting criminal background checks on potential employees of nursing homes that are served by HCSA in an amount not to exceed \$80,000 for the period of June 16, 2024 through June 15, 2025, with the option to renew for two (2) additional one-year periods upon mutual consent of both parties. Each renewal will be for an amount consistent with the Sheriff's costs to provide the requested service.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c)(26) (“routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment”) and is not subject to further review under the State Environmental Quality Review Act.

No additional net County support is required in the current Monroe County budget.

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive