



**Kenneth W. Jenkins**  
County Executive

**Ernest L. McFadden**  
Executive Director, Westchester County Youth Bureau

January 21, 2026

Debbie Burrell-Butler  
Executive Director  
Mount Vernon Youth Bureau  
1 Roosevelt Square  
Mount Vernon, New York 10550

Dear Ms. Burrell-Butler,

We are pleased to inform you that County Executive Kenneth Jenkins and the Board of Legislators have agreed to enter into a service agreement with your community-based organization. Your agency has been selected to continue to receive Miscellaneous funding in 2026 for the programs and amounts stated below:

Safe Haven	Amount Awarded: \$150,718
Youth Empowerment	
Step Up	

The Westchester County Youth Bureau anticipates this service agreement from January 1, 2026 through December 31, 2026 based upon the continuance of contract compliance, appropriation of funds to the Youth Bureau, approval of a Resolution by the Board of Acquisitions and Contracts, and the execution of an agreement. It is our expectation that your agency continues to deliver the program as designed and adhere to all reporting and monitoring requirements. In preparation for the contract process, your agency is strongly encouraged to register with the County’s Vendor Portal. The link to access the Vendor Portal is <http://business.westchestergov.com/vendor-portal>.

Please note that the Agreement that your organization is required to enter into with Westchester County shall contain a provision that the County shall retain the right, upon the occurrence of any release by the Governor of a proposed budget of the State of New York and/or the adoption of the State budget or any amendments thereto, and after the County has a reasonable period of time to conduct an analysis of the impacts of such budget(s) on County finances, to terminate the Agreements authorized herein or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the contract agencies, then the contract agencies shall have the right to terminate their respective Agreements upon reasonable prior written notice.

This service agreement is made possible because we recognize the valuable and important work that your agency provides for children, youth, and families. My best wishes for continued success in your efforts to serve the youth of Westchester County.

Sincerely,

Ernest McFadden  
Executive Director, Youth Bureau