

Agenda Item #: _____

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

35-1

Meeting Date: June 29, 2010 [X] Consent [] Regular
[] Workshop [] Public Hearing

Submitted by: FIRE RESCUE

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) ratify the Chair's signature approving a grant application to the U.S. Department of Homeland Security's (DHS) 2010 Assistance to Firefighters Grant program in the amount of \$445,016, with a local match of \$111,254, for a total project cost of \$556,270; and
- B) ratify the Chair's signature approving the County Administrator, or his designee (Division Chief Thomas Tolbert), to act as the County's representative for the purpose of electronically signing and submitting the Grant Application via the DHS/FEMA website.

Summary: The 2010 Assistance to Firefighters Grant (AFG) Program is a competitive grant program designed to assist local fire departments in protecting citizens and firefighters against the effects of fire and fire-related incidents. This grant program funds activities such as purchasing firefighting equipment, personal protection equipment, training, firefighting vehicles, and firefighter/first responder safety projects. If awarded this grant, Fire-Rescue will use the funds to purchase 130 mobile data computers to be placed in service on all first response apparatus providing an essential tool for quickly conducting patient assessment and related medical functions in a fast and efficient manner, while increasing the accuracy of the data collection during patient contact. This grant project also includes the purchase of 5 electronic cradles, 58 battery bank chargers for each fire station, 232 spare batteries and 20 printers with Bluetooth compatibility. Grant rules require submission of grant applications by electronic format in order to assure an efficient review and competitive scoring of all funding requests submitted under this program. The deadline for submission of this grant application to the grantor agency was 5:00 p.m. on May 28, 2010. Due to the preparation time, submittal deadlines, and BCC meeting dates, the grant had to be submitted prior to full Board approval.
Countywide (SB)

Background and Justification: The Department is currently using a clipboard and hardcopy process to collect patient data onscene and entering into an electronic database at some point after they return to the station and have computer access. Mobile data units allow personnel to more accurately and efficiently collect patient data at the time of patient contact. Daily operations are positively impacted as personnel will have the ability to: complete multiple forms and data collection requirements from one electronic tablet without handling hard copies or clipboards; eliminate the need for carbon copies since reports can be printed wirelessly at the receiving facility; reduce human error by consolidating reports onto one device; eliminate hard copy storage issues and associated costs; allowing units to return to service faster; and allowing an additional means for quantifying quality assurance. Due to the population of Palm Beach County, the Grant Rules require the County to fund 20% of the total grant project amount. In the event of an award, the \$111,254 matching requirement will be funded from Fire Rescue's contingency reserve.

The deadline for submission of this grant application to the grantor agency was May 28, 2010. Due to the preparation time, submittal deadlines, and BCC meeting dates, the grant has to be submitted prior to full Board approval. The approval, signed by the Chair, indicated staff would bring this item to the Board on June 29, 2010. If awarded this grant, Fire Rescue will submit an agenda item for the grant award and a budget amendment to acknowledge receipt of the funds.

Attachments:

- 1. Grant Application to the US Department of Homeland Security and Related Documentation
- 2. Approval memo signed by the Chair

Recommended By: J. St Pierre 5-26-10
Deputy Chief Date

Approved By: St. Donald 5-26-10
Fire Rescue Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

	Fiscal Years 2010	2011	2012	2013	2014
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

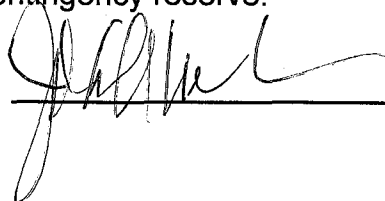
Is Item Included in Current Budget? Yes ___ No X

Budget Account No.: Fund 1300 Dept 440 Unit ___ Object ___

B. Recommended Sources of Funds/Summary of Fiscal Impact:

* The submission of this grant application does not have a fiscal impact; however, the grant requires a 20% match in the event of an award. If the application is successful, the match requirement in the amount of \$111,254 will be funded from the Fire Rescue Main MSTU contingency reserve.

C. Departmental Fiscal Review:



III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

 
_____ Contract Dev. and Control

B. Legal Sufficiency:


_____ Assistant County Attorney

C. Other Department Review:

Department Director

THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.

Preparer Information

ATTACHMENT 1

Overview

***Did you attend one of the workshops conducted by DHS's regional fire program specialist?**

No, I have not attended workshop

***Are you a member, or are you currently involved in the management, of the fire department or non-affiliated EMS organization applying for this grant with this application?**

Yes, I am a member/officer of this applicant

If you are a grant writer or otherwise not affiliated with this applicant, please **complete** the information below. **Fields marked with an * are required.**

If you are a member/officer of this applicant, please do **not** complete the information requested below.

Preparer Information

* Preparer's Name

* Address 1

Address 2

* City

* State

* Zip

Contact Information

Alternate Contact Information Number 1

* Title	Fire Chief
Prefix	N/A
* First Name	Steve
Middle Initial	
* Last Name	Jerauld
* Business Phone	561-616-7001 Ext.
* Home Phone	561-616-7000 Ext.
Mobile Phone/Pager	
Fax	561-616-7080
* Email	sjerauld@pbcgov.org

Alternate Contact Information Number 2

* Title	Fiscal Specialist
Prefix	N/A
* First Name	Michelle
Middle Initial	
* Last Name	Liska
* Business Phone	561-616-6930 Ext.
* Home Phone	561-616-7000 Ext.
Mobile Phone/Pager	
Fax	561-616-7090
* Email	mliska@pbcgov.org

Applicant Information

* Organization Name Palm Beach County Fire Rescue

* Type of Applicant Fire Department/Fire District

* Type of Jurisdiction Served County
If other, please enter the type of Jurisdiction

* Employer Identification Number 59-6000785

* What is your organization's DUNS Number? 078470481 (call 1-866-705-5711 to get a DUNS number)

Headquarters or Main Station Physical Address

* Physical Address 1 405 Pike Road

Physical Address 2

* City West Palm Beach

* State Florida

* Zip 33411 - 3815
[Need help for ZIP+4?](#)

Mailing Address

* Mailing Address 1 405 Pike Road

Mailing Address 2

* City West Palm Beach

* State Florida

* Zip 33411 - 3815
[Need help for ZIP+4?](#)

Account Information

* Type of bank account Checking

* Bank routing number - 9 digit number on the bottom left hand corner of your check 067006432

* Your account number 2155001070034

Additional Information

* For this fiscal year (Federal) is your organization receiving Federal funding from any other grant program that may duplicate the purpose and/or scope of this grant request? No

* If awarded the AFG grant, will your organization expend more than \$500,000 in Federal funds during your organization's fiscal year in which this AFG grant was awarded? No

* Is the applicant delinquent on any Federal debt? No

If you answered yes to any of the additional questions above, please provide an explanation in the space provided below:

Department Characteristics (Part I)

* Are you a member of a Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property?	No	
* What kind of organization do you represent?	All Paid/Career	
If you answered combination, above, what is the percentage of career members in your organization?	%	
If you answered volunteer or combination or paid on-call, how many of your volunteer Firefighters are paid members from another career department?		
* What type of community does your organization serve?	Suburban	
* What is the square mileage of your first-due response area?	1822	
* What percentage of your response area is protected by hydrants?	50 %	
* In what county/parish is your organization physically located? If you have more than one station, in what county/parish is your main station located?	Palm Beach County	
* Does your organization protect critical infrastructure of the state?	Yes	
* How much of your jurisdiction's land use is for agriculture, wild land, open space, or undeveloped properties?	85 %	
* What percentage of your jurisdiction's land use is for commercial, industrial, or institutional purposes?	5 %	
* What percentage of your jurisdiction's land is used for residential purposes?	10 %	
* How many occupied structures (commercial, industrial, residential, or institutional) in your jurisdiction are more than four stories tall?	491	
* What is the permanent resident population of your <u>Primary/First-Due Response Area or jurisdiction served?</u>	812803	
* How many active firefighters does your department have who perform firefighting duties?	1340	
* How many ALS level trained members do you have in your department/organization?	1045	
* How many stations are operated by your organization?	49	
* Do you currently report to the National Fire Incident Reporting System (NFIRS)?	Yes	
If you answered yes above, please enter your <u>FDIN/FDID</u>	06301	
* What services does your organization provide?		
Structural Fire Suppression		Hazmat Operational Level
Wildland Fire Suppression	Basic Life Support	Hazmat Technical Level
Airport Rescue Firefighting (ARFF)	Advanced Life Support	Rescue Operational Level
	Formal/Year-Round Fire Prevention Program	Rescue Technical Level

Fire Department Characteristics (Part II)

	2009	2008	2007
* What is the total number of fire-related civilian fatalities in your jurisdiction over the last three years?	1	0	1
* What is the total number of fire-related civilian injuries in your jurisdiction over the last three years?	23	17	17
* What is the total number of line of duty member fatalities in your jurisdiction over the last three years?	0	0	0
* What is the total number of line of duty member injuries in your jurisdiction over the last three years?	68	243	141
* Over the last three years, what was your organization's average operating budget?	239570438		
* What percentage of your TOTAL budget is dedicated to personnel costs (salary, overtime and fringe benefits)?	68 %		
* What percentage of your annual operating budget is derived from: Enter numbers only, percentages must sum up to 100%			
Taxes?	67.3 %		
<u>EMS Billing?</u>	4 %		
Grants?	.1 %		
Donations?	0 %		
Fund drives?	0 %		
Fee for Service?	3.6 %		
Other?	25 %		
If you entered a value into Other field (other than 0), please explain	Funds carried forward from prior year 23.4%. Interest income 1.2%, Misc Revenue .4%.		

* How many vehicles does your organization have in each of the types or class of vehicle listed below? **You must include vehicles that are leased or on long-term loan as well as any vehicles that have been ordered or otherwise currently under contract for purchase or lease by your organization but not yet in your possession.** (Enter numbers only and enter 0 if you do not have any of the vehicles below.)

Type or Class of Vehicle	Total Number	Total Number of Riding Positions
Engines or Pumpers (pumping capacity of 750 gpm or greater and water capacity of 300 gallons or more): Pumper, Pumper/Tanker, Rescue/Pumper, Foam Pumper, CAFS Pumper, Quint (Aerial device of less than 76 feet), Type I or Type II Engine Urban Interface	60	240
Tankers (pumping capacity of less than 750 gallons per minute (gpm) and water capacity of 1,000 gallons or more): Tanker, Tender, Tanker/Tender	5	10
Aerial Apparatus: Aerial Ladder Truck, Telescoping, Articulating, Ladder Towers, Platform, Tiller Ladder Truck, Quint (Aerial device of 76 feet or greater)	6	24
Brush/Quick attack (pumping capacity of less than 750 gpm and water carrying capacity of at least 300 gallons): Brush Truck, Patrol Unit (Pick up w/ Skid Unit), Quick Attack Unit, Mini-Pumper, Type III Engine, Type IV Engine, Type V Engine, Type VI Engine, Type VII Engine	22	44

Fire Department Characteristics (Part II)

Page 2 of 2

Rescue Vehicles:

Rescue Squad, Rescue (Light, Medium, Heavy), Technical Rescue Vehicle,
Hazardous Materials Unit

4

16

Ambulances for transport, emergency or scheduled

60

240

Other:

EMS Chase Vehicle, Air/Light Unit, Rehab Units, Bomb Unit, Technical Support
(Command, Operational Support/Supply), Hose Tender, Salvage Truck, ARFF
(Aircraft Rescue Firefighting), Command/Mobile Communications Vehicle, Other
Vehicle

20

40

Department Call Volume

	2009	2008	2007
* How many responses per year by category? (Enter whole numbers only. If you have no calls for any of the categories, enter 0)			
Working Structural Fires	452	469	482
False Alarms/Good Intent Calls	5922	6466	6352
Vehicle Fires	399	391	488
Vegetation Fires	678	509	608
EMS-BLS Response Calls	50546	49797	49551
EMS-ALS Response Calls	33698	33198	33035
EMS-BLS Scheduled Transports	0	0	0
EMS-ALS Scheduled Transports	0	0	0
Vehicle Accidents w/o Extrication	3874	3369	4236
Vehicle Extrications	184	168	199
Other Rescue	0	0	0
Hazardous Condition/Materials Calls	1094	1103	976
Service Calls	5716	5010	4924
Other Calls and Incidents	9765	9067	9665
Total	112328	109547	110516
What is the total acreage of all vegetation fires?	50	52	45
In a particular year, how many times does your organization receive mutual/automatic aid?	0	5	4
In a particular year, how many times does your organization provide mutual/automatic aid? (Please indicate the number of times your department provides or receives mutual aid. Do not include first-due responses claimed above.)	73	64	44

Request Information

* 1. Select a program for which you are applying. If you are interested in applying under both Vehicle Acquisition and Operations and Safety, and/or regional application **you will need to submit separate applications.**

Program Name

Operations and Safety

* 2. Will this grant benefit more than one organization?

Yes

If you answered Yes to Question 2 above, please explain.

Palm Beach County Fire Rescue provides fire suppression and emergency medical services to 17 area municipalities.

* 3. Enter Grant-writing fee associated with the preparation of this request. Enter 0 if there is no fee.

\$0

Request Details

The activities for program Operations and Safety are listed in the table below.

Activity	Number of Entries	Total Cost	Additional Funding	Action
Equipment	6	\$ 556,270	\$ 0	View Details View Additional Funding
Modify Facilities	0	\$ 0	\$ 0	View Details
Personal Protective Equipment	0	\$ 0	\$ 0	View Details View Additional Funding
Training	0	\$ 0	\$ 0	View Details
Wellness and Fitness Programs	0	\$ 0	\$ 0	View Details
Grant-writing fee associated with the preparation of this request.			\$0	

Budget

<u>Budget Object Class</u>	
a. Personnel	\$ 0
b. Fringe Benefits	\$ 0
c. Travel	\$ 0
d. Equipment	\$ 556,270
e. Supplies	\$ 0
f. Contractual	\$ 0
g. Construction	\$ 0
h. Other	\$ 0
i. Indirect Charges	\$ 0
Federal and Applicant Share	
Federal Share	\$ 445,016
Applicant Share	\$ 111,254
Federal Rate Sharing (%)	80/20
* <u>Non-Federal Resources</u> (The combined Non-Federal Resources must equal the Applicant Share of \$ 111,254)	
a. Applicant	\$ 111,254
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0
If you entered a value in Other Sources other than zero (0), include your explanation below. You can use this space to provide information on the project, cost share match, or if you have an indirect cost agreement with a federal agency.	
Total Budget	\$ 556,270



Assistance to Firefighters Grant Program

[Mail Center](#) | [Edit Profile](#) | [Change Password](#)

Fire Operations and Firefighter Safety Request Details

Application **72%** complete

- [1. Overview](#)
- [2. Contact Information](#)
- [3. Applicant Information](#)
- [4. Applicant Characteristics \(I\)](#)
- [5. Applicant Characteristics \(II\)](#)
- [6. Department Call Volume](#)
- [7. Request Information](#)
- [8. Request Details](#)
- [9. Budget](#)
- [10. Narrative Statement](#)
- [11. Assurances and Certifications](#)
- [12. Review Application](#)
- [13. Submit Application](#)

[Print Application](#)
[Return to Status](#)
[Logout](#)

[Privacy Statement](#)
[Disclaimers](#)

The activities for program **Fire Operations and Firefighter Safety** are listed in the table below. If you intend to request funds for an activity, you must answer all of the activity specific questions and specify at least one budget item. The cost figures you provide do not have to be firm quotes from your vendors, but they should be estimated based on research of current prices (i.e., check with at least two vendors for your estimates). If you do not have these estimates, you can come back and modify this area at any point **before** you submit your application to DHS. Only whole dollar amounts should be provided (no cents please). The Assistance to Firefighters Grant Program does not allow for any grant funds to be used for construction.

Click View Details link below to build your program budget. Once you are finished, press the *Save and Continue* button below.

Activity	Number of Entries	Total Cost	Additional Fu
Equipment	6	\$ 556,270	
Modify Facilities	0	\$ 0	
Personal Protective Equipment	0	\$ 0	
Training	0	\$ 0	
Wellness and Fitness Programs	0	\$ 0	

Grant-writing fee associated with the preparation of this request. \$0

Application period ends in 9 days 2 hrs. 16 mins. 39 secs.

[USFA Home](#) | [FEMA](#) | [Frequently Asked Questions](#) | [Glossary](#) | [Privacy](#) | [Help](#)



Assistance to Firefighters Grant Program

[Mail Center](#) | [Edit Profile](#) | [Change Password](#)

Fire Operations and Firefighter Safety Request Details

Below is a list of items included in your application. Click the *Add Equipment* button to add an item to be funded. You may update or delete the list by clicking the appropriate link under the *Action* column. Once you are done, press the *Return to Summary* button below.

- [1. Overview](#)
- [2. Contact Information](#)
- [3. Applicant Information](#)
- [4. Applicant Characteristics \(I\)](#)
- [5. Applicant Characteristics \(II\)](#)
- [6. Department Call Volume](#)
- [7. Request Information](#)
- [8. Request Details](#)
- [9. Budget](#)
- [10. Narrative Statement](#)
- [11. Assurances and Certifications](#)
- [12. Review Application](#)
- [13. Submit Application](#)

- [Print Application](#)
- [Return to Status](#)
- [Logout](#)
- [Privacy Statement](#)
- [Disclaimers](#)

Equipment Item	Number of units	Cost per unit	Total Cost	Action
Computers	130	\$ 3,700	\$ 481,000	Update Delete
Other Communications (explain) - Electronic cradles to allow updates of the computer software.	8	\$ 335	\$ 2,680	Update Delete
Other Communications (explain) - USB Laser Printers	20	\$ 325	\$ 6,500	Update Delete
Other Communications (explain) - USB Bluetooth Adapters for printers	20	\$ 100	\$ 2,000	Update Delete
Other Communications (explain) - 4 Position Battery Chargers for charging handheld computer tablet batteries.	58	\$ 625	\$ 36,250	Update Delete
Other Communications (explain) - Spare batteries for use in handheld computer tablets.	232	\$ 120	\$ 27,840	Update Delete

Application period ends in 9 days 2 hrs. 20 mins. 40 secs.

[USFA Home](#) | [FEMA](#) | [Frequently Asked Questions](#) | [Glossary](#) | [Privacy](#) | [Help](#)

Narrative Statement

Project Description

* Please indicate which of these Target Capabilities your request outlined in this application will satisfy. Check all that apply:

Firefighting Operations/Support
Emergency Medical Services
Communications

* Please provide your narrative statement in the space provided below. Include in your narrative, details regarding (1) your project's description and budget, (2) your organization's financial need, (3) the benefit to be derived from the cost of your project, and (4) how the activities requested in your application will help your organization's daily operations and how this grant will protect life and property.

Our system has determined that you are a Rural community while you have entered that you are a Suburban community. In addition to your narrative statement, please explain why you feel that you are a Suburban community.

Project Description

Palm Beach County Fire Rescue (PBCFR) is requesting funding from the Department of Homeland Security's Assistance to Firefighting Grant Program under the Operations and Safety Priority. Specifically, PBCFR is seeking funds related to the Equipment Acquisition activity. PBCFR currently has an ongoing project to establish a paperless patient reporting system in the provision of EMS services and the required hardware is a major component for successful implementation. The associated activity under this program is for the equipment acquisition of 130 mobile data computers to be placed in service on all first response apparatus. Funding this request will enable the department to improve the health and safety of the public by providing the essential tools to quickly conduct patient assessment and other related medical functions in a much more efficient manner.

Currently, Palm Beach County Fire Rescue utilizes a paper based system for our medical reports. A highly mobile computer, which will be capable of quickly and efficiently entering appropriate medical information, will greatly enhance patient care as well as improve the efficiency of the department by eliminating all associated medical paper documentation. The ability of medical personnel to accurately input and access relevant medical data during patient care will significantly increase the probability of a positive medical outcome for the patient.

The purchase of the requested equipment will benefit both the department and the community by providing:

- Improved patient data collection and efficiencies.
- Better patient outcome due to increased speed of accessing medical data.
- Improved data collection by more accurately obtaining information electronically without the need for double or triple entry.
- Dramatically improve the availability of rescue personnel to respond to additional calls due to the improved speed in which they will be able to complete reports.

Presently our rescue crews rely on a cumbersome method consisting of paper and clipboard at the scene with which to draft an initial report on the patient. A carbon copy is then provided to hospital staff. Afterwards, rescue personnel must utilize their clipboard form as a reference to enter the data into a records management program at their station. This leaves considerable room for error from initial scene assessment to the final report. For example, sometimes personnel must transcribe their preliminary report more than twice due to physical damage to the report or having to use other papers on which to take notes. Personnel may also assume they will remember something but may omit it by the time they return to the station and are ready for data entry. Furthermore, it creates a paper storage dilemma whereby the paper record must be sent by interoffice mail from station to headquarters to file the ECG strip, privacy notice, patient authorization or refusal. The inefficiency of the existing system would be resolved by the use of the equipment this grant could provide. Regarding HIPAA the electronic transmission of data via secured wireless connection offers a much greater degree of security. The current methods do not allow for compliance in the field with either the National EMS Information System (NEMSIS) nor the Florida Emergency Medical Services Tracking and Reporting System (EMSTARS). Additionally, the current system offers no means of quantifying patient care quality. PBCFR's project to improve this system, which includes internally developed software, would utilize the grant funds applied to the purchase of the hardware necessary to implement it. Specifically, PBCFR will purchase 130 fully ruggedized, mobile medical clinical assistant units, 5 electronic cradles, 58 battery bank chargers for the stations, 232 spare batteries, and printers with Bluetooth adapters for 20 hospitals. The ruggedized mobile

devices are handheld computer tablets with touchscreens and wireless capability. The electronic cradles would be necessary for docking and installing uniform software on multiple units at once. The mobility offered would consolidate data collection at the scene, printing at the hospital, and electronic records storage into one cohesive system. It should be noted that the mobile hardware would allow personnel to instantly retrieve information on patients from previous calls which would allow for greater time available for patient care. Additionally, this system would allow for greater unit availability by clearing hospitals faster and provide personnel with the ability to finish reports without waiting to get back to the station. PBCFR's Information Technology Division, in conjunction with the Training Division, has the expertise and personnel to develop a training curriculum and documentation for the proper use of this hardware as well as a Video Production Division to assist in the preparation of visual training materials.

Financial Need

Palm Beach County Fire Rescue derives its primary revenue from ad valorem taxes. Various tax initiatives at the legislative level combined with a general downturn in economic conditions have resulted in severe limitations on new funding. The prospects for future revenue remain dim which has resulted in a proposed tax shift simply to preserve revenues at their current levels.

For this Equipment Acquisition, PBCFR is requesting a total grant amount of \$556,270. Given the fact that the area served is a suburban community with a population greater than 50,000, PBCFR would be responsible for 20% of the value of the grant request. PBCFR's portion would amount to \$111,254.

The consequences of not receiving the requested grant would be that funds may not exist to realize the goal of providing mobile tools for EMS service provision, compromising efforts to streamline the system of patient reporting, improve accuracy, and efficiently utilize resources.

Cost Benefit

The value of this equipment in the improvement of delivery of EMS services would be readily evident due to PBCFR's jurisdiction containing a directly served population of 812,000 with dispatch for an additional 209,661. PBCFR's response area covers 1822 square miles and includes the municipalities of Belle Glade, Cloud Lake, Glen Ridge, Haverhill, Jupiter, Juno Beach, Lake Clarke Shores, Lake Park, Lake Worth, Lantana, Loxahatchee Groves, Manalapan, Pahokee, Palm Springs, Royal Palm Beach, South Bay, South Palm Beach, and Wellington. PBCFR also dispatches and has automatic aid agreements with the municipalities of Atlantis, Greenacres, Jupiter Inlet Colony, Mangonia Park, North Palm Beach, Palm Beach Gardens, and West Palm Beach.

The direct financial benefits of this technology for PBCFR will be evident immediately in two areas. The first will be the reduction of expenditures on overtime necessary for personnel who must expend time after late run calls to do data entry. The second will be in the improvement of billing collections. Presently, PBCFR's collection rate is 60%. The current paper driven patient reporting system results in PBCFR being among the last to bill after insurance caps have already been reached. Furthermore, the ability to conduct mobile patient reporting will greatly reduce or eliminate the cost of storing paper ECG and patient authorization forms for seven years and resolve the issue of decaying non-carbon copy paper.

The age demographic of Palm Beach County lends much to the necessity of such equipment in implementing this project. According to the 2000 census 45.2% of the population is older than the age of 45, with 23.2% of those individuals being 65 years or older. As such, the vast majority, approximately 85% of PBCFR calls monthly, are medical in nature. Moving to a fully electronic form of reporting and storage would improve security regarding HIPAA within PBCFR.

The mobile hardware and supporting equipment for on scene electronic patient reporting will also assist in improving response to mass casualty incidents. For example, it will allow RFID cards to be scanned on the mobile medical clinical assistant units and assign patient destination based on local emergency room capacity. PBCFR insured that the hardware offered the best value for the specifications required including IP65 ingress protection from moisture and other elements, allowing safe functionality in rainy conditions and compliance with the Military Standard 810G for shock and drop resistance, temperature extremes, thermal shock, and vibration.

Impact on Daily Operations

The grant will allow for the implementation of electronic patient reporting in the field by providing the financial resources with which to purchase and roll out the hardware necessary for the project to be realized.

The impact on daily operations within PBCFR will be significant and positive by:

- Allowing personnel to transcribe preliminary reports on one device instead of multiple papers.
- Eliminating carbon copies by allowing for printing at hospital.
- Reducing error by consolidating reports onto one device.
- Eliminating need to interoffice paper forms to headquarters for storage.
- Allowing personnel to utilize travel time from the hospital to their station to finish reports instead of waiting to return to the station. This will result in less overtime spent after late calls for time spent doing data entry.

- Allowing for greater efficiency in assigning patients to hospitals during MCIs.
- Protecting lives and property by improving availability by reducing the time units spend at the hospital.
- Allowing mobility to provide a better means of quantifying quality assurance by providing personnel with the ability to enter data as it is being collected, thereby improving accuracy.

Palm Beach County Fire Rescue is grateful for the opportunity to present this request for vital Equipment Acquisition which will streamline and innovate the way it conducts its patient reporting.

* Please describe all grants that you have received from DHS including any AFG grants received from DHS or FEMA, for example, 2002 AFG grant for vehicle or 2003 ODP grant for exercises. (Enter "N/A" if Not Applicable)

2004 AFG Grant for Thermal Imagers & AP2 Chemical Monitors

2005 AFG Grant for Thermal Imagers & Voice Amplifiers

2007 AFG Grant for Thermal Imagers

2009 AFG Grant for NFIRS Site Licenses

Assurances and Certifications

Form 20-16A

You must read and sign these assurances. These documents contain the Federal requirements attached to all Federal grants including the right of the Federal government to review the grant activity. You should read over the documents to become aware of the requirements. The Assurances and Certifications must be read, signed, and submitted as a part of the application.

Note: Fields marked with an * are required.

Assurances Non-Construction Programs

Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328), which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a- 7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for Federally assisted construction sub agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. Section 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

Signed by **Thomas Tolbert** on **05/19/2010**

APPROVED AS TO TERMS
AND CONDITIONS:

By:  5-25-10
Palm Beach County Fire Rescue

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: 
Assistant County Attorney

Form 20-16C**You must read and sign these assurances.**

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements.

Note: Fields marked with an * are required.

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 44 CFR Part 17, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Homeland Security (DHS) determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons (entering) into a grant or cooperative agreement over \$100,000, as defined at 44CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

A. As required by Executive Order 12549, Debarment and Suspension, and implemented at 44CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable DHS awarding office, i.e. regional office or DHS office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

Street	City	State	Zip	Action
--------	------	-------	-----	--------

If your place of performance is different from the physical address provided by you in the Applicant Information, press *Add Place of Performance* button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for DHS funding. States and State agencies may elect to use a Statewide certification.

Signed by **Thomas Tolbert** on 05/19/2010

APPROVED AS TO TERMS AND CONDITIONS:

By: *J. A. Pome* 5-25-10
Palm Beach County Fire Rescue

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: *Shawn Bunon*
Assistant County Attorney

FEMA Standard Form LLL

Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

This form is not applicable



Fire Rescue
Chief Steven B. Jerauld
405 Pike Road
West Palm Beach, FL 33411
(561) 616-7000
www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**
Burt Aaronson, Chair
Karen T. Marcus, Vice Chair
Jeff Koons
Shelley Vana
Steven L. Abrams
Jess R. Santamaria
Priscilla A. Taylor

County Administrator
Robert Weisman

TO: Honorable Burt Aaronson, Chair
and Board of County Commissioners
FROM: Steve Jerauld, Fire Chief *Steve Jerauld*
Palm Beach County Fire-Rescue
DATE: May 25, 2010
RE: 2010 FEMA Assistance to Firefighters Grant Program
Application

Pursuant to Section 309.00 of the Palm Beach County Administrative Code and PPM#CW-F-003, your signature is required for Fire Rescue's grant application to the Federal Emergency Management Agency's, Department of Homeland Security (DHS) 2010 Assistance to Firefighters Grant Program (grant application attached). This application is due to DHS not later than May 28, 2010 and the required method for grant submission is electronically through the DHS Web Site.

The Grant Application and Program Guidelines are also attached for your review. As part of your authorization on this grant application, Fire-Rescue is requesting that you designate Division Chief Tom Tolbert, through the County Administrator, to act as the County's representative for the purpose of electronically signing this grant application on-line.

The grant application is for a total of \$556,270. Palm Beach County Fire Rescue will be responsible for 20% of this amount, which is \$111,254. Staff will submit this item for ratification on the Board's June 29, 2010 County Commission Agenda.

Reviewed by: *Oran Bunn* 5/25/10 *JL* 5/25/10
Asst. County Attorney Date OFMB Date
Approved by: *Burt Aaronson* 5/25/10
Burt Aaronson, Chair Date

Pursuant to Section 309.00 of the Palm Beach County Administrative Code, I hereby designate Division Chief Tom Tolbert to electronically submit, on-line via the DHS website, the attached application for the 2010 Assistance to Firefighters Grant Program.

Approved by: *Robert Weisman* 5/25/10
Robert Weisman, County Administrator Date

"An Equal Opportunity
Affirmative Action Employer"