

4/19/12
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT					

# ADDITIONAL FTE POSITIONS (Cumulative)					
--	--	--	--	--	--

Is Item Included In Current Budget? Yes _____ No _____


Budget Account No.:

Fund _____ Dept _____ Unit _____ Object _____ Program Code/Period _____

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

No fiscal impact at this time.

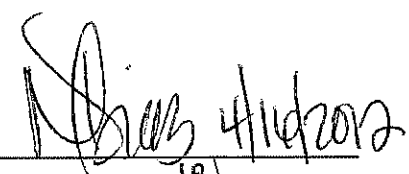
C. Departmental Fiscal Review:

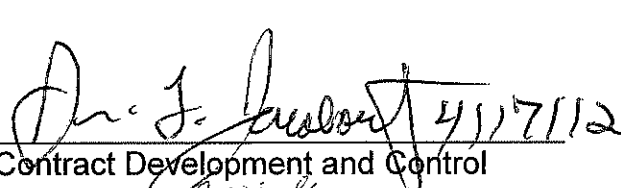
 3-29-12
Shairette Major, Fiscal Manager I

III. REVIEW COMMENTS

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

Fiscal impact is indeterminable at this time. Amendment will not be completed until after meeting date.

 4/16/12
OFMB

 4/17/12
Contract Development and Control
4-17-12 B. Wenzel

3/20/12
4/16/12
4/17/12
(cc)

B. Legal Sufficiency:

 4/17/12
Senior Assistant County Attorney

C. Community Services Department Review:


Department Director

RESOLUTION NO. R2012-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING RESOLUTION 97-1154 WHICH WILL DISSOLVE THE EMERGENCY SHELTER GRANT PROGRAM (ESGP) ADVISORY BOARD.

WHEREAS, in 1997, the Palm Beach County Board of County Commissioners (Board) created an eleven member Emergency Shelter Grant Program (ESGP) Advisory Board to satisfy U.S Department of Housing and Urban Development (HUD) requirements, and to and make ESGP funding recommendations to the Board; and

WHEREAS, in 2009, the Board eliminated the minimum number of meetings that the ESGP Advisory Board was required to hold annually; and

WHEREAS, the identification of a sufficient number of qualified and willing persons to fill vacancies on the ESGP Advisory Board has proven challenging; and

WHEREAS, currently all positions on the ESGP Advisory Board are vacant; and

WHEREAS, the Homeless and Housing Alliance has identified a Homeless Continuum of Care Grant Review Committee that can effectively serve the functions previously performed by the ESGP Advisory Board and satisfy HUD requirements; and

WHEREAS, the Board no longer requires the service of the ESGP Advisory Board; and

WHEREAS, the Board desires to dissolve the ESGP Advisory Board and repeal Resolution 97-1154; and

WHEREAS, dissolving the ESGP Advisory Board serves a public purpose.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, THAT:

The Board of County Commissioners hereby repeals resolution 97-1154. The ESGP Advisory Board established pursuant to Resolution 97-1154 is hereby dissolved, effective immediately.

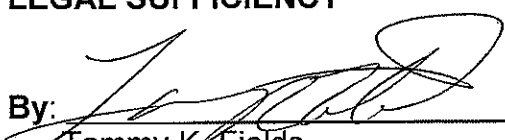
The foregoing Resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____, and being put to a vote, the vote was as follows:

Commissioner Shelley Vana, Chair	-
Commissioner Steven L. Abrams, Vice Chairman	-
Commissioner Karen T. Marcus	-
Commissioner Paulette Burdick	-
Commissioner Burt Aaronson	-
Commissioner Jess R. Santamaria	-
Commissioner Priscilla A. Taylor	-

The Chair thereupon declared the Resolution duly passed and adopted this ____ day of _____, 2012.

PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

By: 
Tammy K. Fields,
Senior Assistant County Attorney

**ATTEST: SHARON R. BOCK,
Clerk & Comptroller**

By: _____
Deputy Clerk

Attachment # 1

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE
EMERGENCY SHELTER GRANTS PROGRAM (ESGP) ADVISORY
BOARD.**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) require recipients of Emergency Shelter Grants Program (ESGP) funds comply with the Stewart McKinney Homeless Assistance Act of 1987, as amended, and with 24 CFR Part 576; and

WHEREAS, the Emergency Shelter Grants Program provides funds for the operation, maintenance of emergency shelters and transitional housing, emergency assistance, and home preservation; and

WHEREAS, HUD, through 24 CFR Part 91, published on January 5, 1995, establishes Consolidated Plan and Citizen Participation Plan requirements; and

WHEREAS, Palm Beach County through the Department of Housing and Community Development (HCD) wishes to comply with HUD regulations regarding the Consolidated Plan and Citizen Participation Plan requirements; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, desires to establish an advisory board in conjunction with the Homeless Coalition of Palm Beach County (Homeless Coalition) to assist the County in achieving its ESGP goals.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, as follows:

**SECTION 1: ESTABLISHMENT OF THE EMERGENCY SHELTER GRANTS
PROGRAM ADVISORY BOARD**

There is hereby established an advisory board to be known as the "Emergency Shelter Grants Program Advisory Board," herein referred to as the "Advisory Board."

SECTION 2: COMPOSITION

The Advisory Board shall be comprised of nine (9) regular and two (2) alternate members to fill vacancies occurring during the term of office. The eleven (11) members shall be "non-conflicting" members, in that the agencies they are employed by or board members of will not be applying for ESGP funds during their term of office. All members shall be nominated by the Homeless Coalition of Palm Beach County, Inc., all of whom shall be appointed at large by the Board of County Commissioners.

SECTION 3: APPOINTMENTS, TERMS, VACANCIES AND COMPOSITION

A. All members of the Advisory Board shall be residents of Palm Beach County, Florida, at the time of appointment and while serving on the Advisory Board.

B. The maximum number of Boards and Commissions that an individual appointed by the Board of County Commissioners may serve on at one time shall be three (3).

C. Terms of office for the Advisory Board members shall be two (2) year terms. There be no limit on the number of terms an individual may serve.

D. A vacancy occurring during a term shall be filled for the unexpired term and manner prescribed above. The Board of County Commissioners may remove a member for inconsistent with the functions of the Advisory Board.

E. Advisory Board members shall not be prohibited from qualifying as a candidate elected office.

F. Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities when sufficient funds have been budgeted and are available. Travel expenses shall have the prior approval of the Board of County Commissioners. No other expenses are reimbursable except documented long distance phone calls to the Department of Housing and Community Development.

SECTION 4: AUTHORITY

The Advisory Board shall have the following authority and powers:

A. To review ESGP proposals submitted by service providers, to verify the information therein, to make funding recommendations to the Board of County Commissioners, and to recruit private and public sector representatives to the membership of particular Advisory Board committees. These members shall be subject to the rules and by-laws of the Advisory Board and to the authority of the Board of County Commissioners of Palm Beach County, Florida.

B. To adopt rules and by-laws providing for the governance of the Advisory Board. Rules and by-laws will be adopted by a majority vote of the members of the Advisory Board.

C. To review and make recommendations on all ESGP activities funded through the Department of Housing and Community Development.

SECTION 5: CODE OF ETHICS

Advisory Board members shall abide by the Palm Beach County Code of Ethics as set forth in County Resolution 94-693.

SECTION 6: OBJECTIVES

A. The objectives of the Advisory Board shall be to assist the County in reaching its ESGP goals and to ensure that homeless individuals and families residing in Palm Beach County can benefit from the ESGP. These include the following:

1. Provide information to members of the Homeless Coalition on the amount of ESGP funds available and the range of activities to be undertaken.

2. Review the County's progress towards its ESGP goals and make recommendations to the Board of County Commissioners. The primary recommendations shall be for funding of proposals submitted by service providers. The Advisory Board may develop the application and evaluation criteria for awarding ESGP funds. The final decision for awarding ESGP funds shall be made by the Board of County Commissioners.

3. Foster and promote cooperation between governmental agencies and community-based non-governmental and non-profit organizations in order to ensure the efficient and implementation of the County's objectives concerning homelessness.

4. Provide information to the County on needs and other factors affecting the implementation of the ESGP within Palm Beach County.

5. Determine roadblocks affecting program implementation and recommend corrective measures to the Board of County Commissioners.

SECTION 7: MEETINGS

A. The Advisory Board shall meet a minimum of five (5) times a year; however, more may be required to attend additional meetings. A majority of the members appointed shall constitute a quorum for the conduct of the Advisory Board's business. In the presence of a quorum, Advisory Board business shall be conducted by a vote of a majority present and be governed by Robert's Rules of Order. The Chair shall have the authority to call emergency meetings, as is deemed appropriate, by informing members at least one week in advance.

B. Reasonable public notice of all Advisory Board meetings shall be provided, and all meetings shall be open to the public at all times.

SECTION 8: OFFICERS

A. A Chair, Vice Chair and Secretary shall be elected by a majority vote of the Advisory Board and shall serve for a term of one (1) year.

Duties of the Chair:

1. Call and set the agenda for Advisory Board meetings;
2. Preside at Advisory Board meetings;
3. Establish committees, appoint committee chairs and charge committees with specific tasks; and
4. Perform other functions as the Advisory Board may assign by rule or resolution.

B. The Vice Chair shall perform the duties of the Chair in the Chair's absence, and perform other duties as the Chair may assign.

C. If a vacancy occurs in the office of the Chair, the Vice Chair shall become the Chair for the unexpired term. If a vacancy occurs in the office of the Vice Chair, the Advisory Board shall elect another member to fill the unexpired term of the Vice Chair.

D. The Secretary shall be responsible for the record-keeping functions and will prepare the Minutes and correspondence of the Advisory Board.

SECTION 9: ATTENDANCE

Members of the Advisory Board shall be automatically removed for lack of attendance if lack of attendance is defined as: failure to attend three (3) consecutive meetings or failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than one-fourth of a meeting shall constitute lack of attendance. Excused absences due to illness, travel from the County, or personal hardship, if approved by the Advisory Board, shall not constitute lack of attendance. Excused absences shall be entered into the minutes at the next regularly scheduled meeting.

meeting of the Advisory Board. Members removed under this paragraph shall not continue until a new appointment is made and removal shall create a vacancy.

SECTION 10: EFFECTIVE DATE

This Resolution shall become effective upon approval by a majority vote of the E County Commissioners, Palm Beach County, Florida.

The foregoing Resolution was offered by Commissioner Foster, who moved its a The motion was seconded by Commissioner Marcus, and upon being put to a vote, the vote follows:

BURT AARONSON, CHAIRMAN	- Aye
MAUDE FORD LEE, VICE CHAIR	- Aye
KAREN T. MARCUS, COMMISSIONER	- Aye
CAROL A. ROBERTS, COMMISSIONER	- Aye
WARREN H. NEWELL, COMMISSIONER	- Aye
MARY McCARTY, COMMISSIONER	- Absent
KEN L. FOSTER, COMMISSIONER	- Aye

The Chairman thereupon declared the Resolution duly passed and adopted this 2nd September, 1997.

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

ATTEST:

DOROTHY H. WILKEN, CLERK

BY:


Tammy K. Fields
Assistant County Attorney


Marietta Burton
Deputy Clerk

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