Agenda Item #: 3Q-1

Date

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Assistant County Administrator

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures Operating Costs External Revenues Local Match (Cash) In-Kind Match (County)	< <u>143,777</u> > <u>143,777</u>				
NET FISCAL IMPACT	0	0-	0-	0	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)					
Is Item Included In Current E	Budget? Yes		No X		
Budget Account No.: Fund_	Dept	Unit	Object _		

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

The fiscal impact for the life of the grant does not change as the cumulative decrease in operating costs will equal the current-year decrease in grant revenue.

Service Activity	Original Amount	Amendment	Proposed Amount
Jerome Golden Ctr.	\$363,800.00	-\$124,979.54	\$238,820.46
Program Evaluation	\$50,105.00	-\$5,000.00	\$45,105.00
Administrative Exp.	\$41,390.00	-\$13,797.00	\$27,593.00
Total	\$455,295.00	-\$143,776.54	\$311,518.46

Departmental Fiscal Review: 18 8 3 112 C.

III. REVIEW COMMENTS

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

OFMB

Contract Dev, and Contro

Legal Sufficiency:

at you signed the

LL JUED AS A DASIS FUR PAYMENT.)



State of Florida Department of Children and Families

Rick Scott Governor

David E. Wilkins Secretary

July 18, 2012

Michael Rodriguez Executive Director Palm Beach County Criminal Justice Commission 301 N. Olive Avenue, Suite 1001 West Palm Beach, FL 33401 JUL 2 0 2012

Palm Seach County
Criminal Justice Commission

Dear Mr. Rodriguez:

Enclosed is an original copy of executed Amendment #0001 for the Palm Beach County Criminal Justice, Mental Health and Substance Abuse (CJMHSA) Implementation Reinvestment Grant Memorandum of Understanding (MOU), MOU #LHZ36.

Respectfully,

Jennifer Benghuzzi Grant Manager

1317 Winewood Boulevard, Taliahassee, Florida 32399-0700

Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

Attachment # ____

THIS AMENDMENT, entered into between the State of Florida, Department of Children and Families, hereinafter referred to as the "department" and Palm Beach County Board of County Commissioners hereinafter referred to as the "County," amends Memorandum of Understanding (MOU) # LHZ36.

1. Page 2, MOU, first paragraph, is hereby amended to read:

NOW, THEREFORE, the Department hereby awards the sum of \$311,518.46 to County over three years with \$151,765 of that total grant amount being awarded beginning with state fiscal year 2010-2011 under the following terms and conditions:

- 2. Page 3, MOU, Item 10, is hereby amended to read:
 - 10. County agrees to provide data and other information requested by the Criminal Justice Mental Health Substance Abuse (CJMHSA) Grant Technical Assistance Center (TAC) at the Louis de la Parte Florida Mental Health Institute of the University of South Florida to enable TAC to perform statutory duties established in the authorizing legislation. County agrees to submit a semi-annual program report and a semi-annual financial report, signed by the County Administrator, on or before May 1 and November 1, to the Florida Department of Children and Families. County agrees to submit a final program report and a final fiscal report, signed by the County Administrator, on or before the next regular semi-annual reporting date (May 1 or November 1) following the ending date of the program, to the Florida Department of Children and Families. The Department will provide County with templates and forms needed to file all required reports.
- 3. Page 3, MOU, Item 11, is hereby amended to read:
 - 11. County agrees to be liable, to the extent provided by law, for all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the County, and its agents, subrecipients and employees, during performance of the contracts authorized by this Grant Memorandum of Understanding.
- 4. Page 5, MOU, Item 24., b), is hereby amended to read:
 - b) The name, address, telephone number, and email address of the Grant Manager for the County under this Grant Memorandum of Understanding is:
- 5. Page 5, MOU, Item 24., c), is hereby amended to read:
 - c) The name, address, telephone number, and email address of the Procurement/Program Manager for the Department of Children and Families under this Grant Memorandum of Understanding is:

Cynthia Holland
Florida Department of Children and Families
Substance Abuse and Mental Health
1317 Winewood Boulevard
Bldg 6, Room 209
Tallahassee, FL 32399-0700
(850) 717-4622
cynthia holland@dcf.state.fl.us

- 6. Page 5, MOU, Item 24., d), is hereby amended to read:
 - d) Jennifer Benghuzzi
 Florida Department of Children and Families
 Substance Abuse and Mental Health Program Office
 Contract Management Unit
 1317 Winewood Boulevard
 Building 6, Room 255
 Tallahassee, Florida 32399-0700
 Phone: (850) 717-7348
 Jennifer Benghuzzi@dcf.state.fl.us
- 7. Page 6, MOU, a new Item #28 is added to read:
 - 28. Annual advanced payments shall be reduced by the amount of interest earned and reported to the Department on previous advanced funds. County agrees to return to the Department any unmatched grant funds, unused advance grant funds, and any unapplied interest accrued on advance grant funds following the ending date of the program.
- 8. Page 7, MOU, first paragraph, after "IN WITNESS THEREOF the parties have executed this" delete "136" and replace with "137."
- 9. Page 8, Attachment I, date modified December 20, 2010, is hereby deleted in its entirety and Page 8, Revised Attachment I, dated June 8, 2012, in inserted in lieu thereof and attached hereto.

ATTACHMENT I

Grant

Cover Page For Implementation Grant

The state of the s						
Project Title: Montal Health and Substance Abuse Re-entry Program						
County or Counties: Palm Beach						
GRANT POINT OF CONTACT	21 (52) (62)					
Contact Name: Michael L. Rodriguez, Executive Director	49/4429/B68					
Department: Criminal Justice Commission						
Address Line 1: 301 North Olive Avenue Suite 1001						
Address Line 2:						
City: West Palm Beach State: F1 Zip: 33401						
Email: mlrodrig@pbcgov.org						
Phone: (561) 355-4943 Fax: (561) 355-4941	ws returners					
ADDITIONAL CONTACTS						
Contact Name (if any): Becky Walker, Criminal Justice Program Manager						
	Palm Beach County Criminal Justice Commission					
Address Line 1: 301 North Olive Avenue Suite 1001	301 North Olive Avenue Suite 1001					
Address Line 2:						
City: West Palm Beach State; FL Zip: 33401						
Email: bwalker@pbcgov.org						
Phone: (561) 355-1739 Fax: (561) 355-4941						
FUNDING REQUEST AND MATCHING FUNDS						
1. Total Amount of Grant Funds Requested: " \$311,518.46	[©] \$311,518.46					
2. Total Matching Funds (Provided by applicant and project \$529,008	\$529,008					
pariners):						
3. Total Project Cost (Add amounts in 1 and 2): \$840,526.46	and the Comment					
CERTIFYING OFFICIAL						
Certifying Official's Signature						
Certifying Official's Name						
(printed): Michael L. Rodriguez						
Title: Executive Director						
Date: June 8, 2012						

MOU Page 8

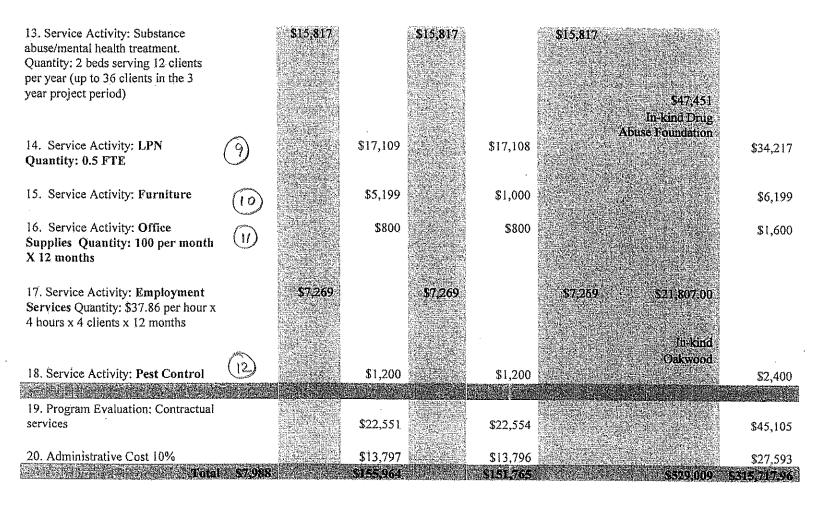
10. Pages 23 through 27, Attachment I, are hereby deleted in their entirety and Pages 23 through 27, Attachment I, dated June 8, 2012, are inserted in lieu thereof and attached hereto.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Attachment I (Revised June 8, 2012)

				-				
Revised CJC Budget Worksheet	Year l		Year 2	nerczejskie Poparczeskie	Year 3		- Total 3.year Match	Grant funds
CJMHSA Reinvestment Grant from DCF		Match		Match		Match		,
1. Service Activity: Case Management Quantity: 0.5 FTE (salary + Fringe Benefits and 3% increase after the first year of employment)	(1) \$7,988		\$21,595		\$21,595			\$51,178
2. Service Activity: Office Space for Case Manager	or	\$5;000		\$5,000		\$5,000	\$15,000 Inskind	
3. Service Activity: Program oversight: Quantity: 0.1 FTE Supervisor and 0.1 FTE Department Head		\$15,817	·	\$15,817		\$15,817	Oakwood \$47.45]	
4. Service Activity: Substance abuse treatment Quantity: 3 beds (male and 2 female) at a rate of \$69.08 per day per bed.	(2	\$75,643		\$75,642		\$75,642	Oakwood \$226,927	
							Comprehensiv e Alcoholism Rehabilitation Programs Inc.	

5. Service Activity: External Reentry Case Manager: 0.3 FTE (salary + fringe benefits) and Internal Reentry Case Manager: 0.2 FTE (salary + fringe benefits)	allower to the section of the sectio	\$43,126		\$43,126	- Labor (Prince) has a the ELV blance, Call STREET, where the School and	\$43,126	\$129,378	
6. Service Activity: Rent Quantity: 3 2/1 apartments and 3 1/1 apartments	2		\$48,600		\$48,600		Sheriff's Office	\$97,200
7. Service Activity: Moving cost Quantity: first and last	3		\$1,200		\$1,200			\$2,400
8. Service Activity: Clients utilities Quantity: 3 Apt X \$150/ month and 3 Apt, X \$100 / month	4		\$7,800		\$7,800			\$15,600
9. Service Activity Clothing / Birth Certificates/Bus passes/ driver's licenses	(5)	\$1,000	\$2,500	\$1,000	\$2,500	\$1,000	\$3, 000	\$5,000
10. Service Activity Staff Mileage \$0.445 X 25 miles per day X 266 days	(6)		\$2,959		\$2,959	AND COLUMN	Cash-Public Defender's Office	\$5,919
11. Service Activity: Psychiatric Services Quantity: 0.1 FTE or 4 hours per week	(7)	\$12;665	\$5,593	\$12,665	\$5,593	\$12,665	\$37,995	,\$11,18 6
12. Service Activity: Substance abuse treatment. Quantity: 200 hours of group therapy per year, 110 hours of Individual Therapy per year and 60 days of detox per year	8		\$5,061		\$5,060		Ampatient Hospital	\$10,121



Revised Budget Narrative (Revised June 8, 2012)

Salaries

Case Manager \$51,178 (Grant funded)

Responsible to avert offenders who suffer a Mental Illness, Substance Abuse or co-occurring disorder from being persecuted, facilitate their ability to bounce back, contribute toward their recovery and promote their reintegration to the community to prevent or minimize future offences. Assesses individuals for mental health and or substance abuse services. Links to services and assists in transitioning with providers. Carries a caseload of Center clients accepted into the program. Assess person served needs, recommend services, link to community providers and present this information to the Courts. Plan for needed services for clients, refers and monitors to insure receipt of services. Advocates for needed services for clients. Assists with and monitors receipt of mental health and substance abuse services for clients residing in Palm Beach County. 0.5 FTE and 3% increase after 1st year of employment

Program Oversight- Department Head and Supervisor \$47,451 (In-kind from Oakwood) Administers, coordinated, develops, supervises and evaluates services associated with the department of Continuing Care Services. Formulates, implements, reviews, and documents departmental objectives in conjunction with the assigned mission and goals of the Center as may be required. Responsible for program planning and budget development; plan, organizes, and directs the activities of continuing cares services through meeting with program supervisors concerning projects, problems, attainment of goals and objectives. Interviews, hires, disciplines, recommend firing and supervise staff, evaluates employees' performance and recommends compensation adjustment. Responsible for staff development and training of staff. Conducts in service training sessions and staff meetings with documented agenda. Develops, writes and reviews employee job descriptions as required. 0.1 FTE Department Head

Assist in providing leadership and direction associated with the operation of Case Managers for individuals experiencing severe and persistent mental illness as well as co-occurring disorders of alcohol and/or substance abuse/dependence. Supports mental health and substance abuse/dependence goals that provide an alternative to incarceration homelessness and or hospitalization of the mentally ill. Communicates effectively with supervisor, co-workers, and clients both orally and in writing to inform, instruct, or otherwise provide, direction to staff, and therapeutic information and instruction to clients and their significant others. Establish, support, and promote harmonious relations within immediate sphere of influence and with other programs. Plan, coordinate, assign, and direct activities as appropriate in a teamwork environment. 0.1 FTE Supervisor

Reentry Case Managers \$129,378 (In-kind services provided by the Palm Beach County Sheriff's Office)

External and Internal Re-Entry Case Managers- Performs responsible, professional, administrative work in implementing and evaluating comprehensive care and program services to offenders returning to the community. Assesses individuals for psychosocial deficits and strengths, including: mental health, substance abuse, medical, parental, housing, employment, occupational, educational, spiritual, and legal. Develops a comprehensive "re-entry" plan with

identified and measurable goals and objectives. Makes referrals and service linkage to providers, assisting in the transitioning process. External Reentry Case Manager 0.3 FTE and Internal Reentry Case manager 0.2 FTE

LPN \$34,217 (Grant funded)

Will perform psychiatric and medical care functions. Responsible for prioritizing, planning, organizing, directing, and completing all nursing care functions. Perform and document nursing assignments. Observe and assess needs of clients, make psychiatric and medical evaluations, and report to physician and/or Case Manager as indicated. Responsible for initiating and updating physical health treatment plans and contributing to treatment planning process. Administer medications when needed, accurately recognize side effects and adverse reactions of medications. Perform crisis intervention and emergency medical care. Establish therapeutic rapport with clients for effective one-to-one interactions. Provide client and family education in the area of medication, medical condition, proper diet, exercise, and other essential information for informed self-care. Use teaching methods appropriate for the clients' level of understanding. Document the client and family response to the education. Participate in activities, meetings, and in-service training programs. Communicate effectively in writing and verbally with patients, family members and other staff. Work cooperatively as a member of the multidisciplinary team. 0.4 FTE

Administration

Administrative Cost 10%: \$ 27,593. Administrative cost will be used for grant management activities and record keeping.

Travel

Staff Mileage \$5,919: Mileage reimbursement for the case manager will be paid at \$0.50 X 20 miles per day X 266 days X 3 years

Contractual

Substance abuse treatment \$226,927 (In-kind match services provided by Comprehensive Alcoholism Rehabilitation Programs Inc.) will be available for 3 beds in the 3 year project period at a rate of \$69.08 per day per bed for 2 males and 2 females.

Psychiatric Services \$11,186 (Grant funded) AND \$37,995 (In-kind inpatient hospital services)

Psychiatric services will be provided by the Oakwood Center of Palm Beaches, Inc. for 4 hours per week for the project period.

Substance abuse treatment \$10,121 (Grant funded)

Substance Abuse treatment will be provided by the Oakwood Center of Palm Beaches, Inc. for 200 hours of group therapy per year, 110 hours of Individual Therapy per year and 60 days of detox per year.

Substance abuse/mental health treatment \$47,450 (In-kind match services provided by the Drug Abuse Foundation Inc.) will be available for 2 beds serving 12 clients per year (up to 36 clients in the 3 year project period).

Employment Services \$21,807 (In-kind match services will be provided by Oakwood Center of the Palm Beaches Inc.) at a rate of \$37.86 per hour x 4 hours x 4 clients x 12 months for the project period of 3 years.

Pest Control \$2,400 (Grant funded)

Pest Control for the apartments will be paid at a yearly rate of \$1,200. This is necessary due to the increased occurrence of bed bugs in secondhand furniture and household goods.

Program Evaluation \$45,105 (Grant funded)

Contractual services will be paid to a partnering University for program evaluation.

Supplies

Office Supplies \$1,600: Office supplies for the Case Manager will be paid at a rate of \$800 per year X 3 years.

Rent/Utilities

Office space \$15,000 (In-kind from Oakwood)

Office space will be provided for the Case Manager at Oakwood Center of the Palm Beaches, Inc. \$5,000 per year x 3 years.

Rent \$97,200 (Grant funded)

3 2-bedroom, 1 bathroom apartments and 3 1-bedroom, 1 bathroom apartments will be rented for clients in the program.

Moving cost \$2,400 (Grant funded)

First and Last month's rental payments will be made on the apartments.

Client's utilities \$15,600 (Grant funded)

Utilities will be paid at a rate of \$150 per month for the 3 2-bedroom apartments and \$100 per month for the 3 1-bedroom apartments.

Other Expenses

Clothing / Birth Certificates/Bus passes/ driver's licenses (\$5,000 Grant funded AND \$3,000 in kind from Public Defender's Office) Clients will receive assistance in obtaining clothing, birth certificates and driver's licenses and bus passes. Up to \$3,000 cash match is provided for obtaining driver's licenses and birth certificates.

Furniture: \$6,199 (Grant funded)

Apartments will be furnished at a rate of 6 Apartments X \$1,000.

11. Page 43, Attachment I, is hereby deleted in its entirety and Page 43, dated June 8, 2012, is inserted in lieu thereof and attached hereto.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Revised Project Timeline June 8, 2012

			er og er	Expected	
Month	Project Goal	Related Objective	Kiv Activities	Completion Tate	Responsible Partner
1-3	Reduce Re-entry into the criminal justice system by those with mental illness and/or substance abuse disorders	Objective 1: Fund 9 supportive housing placements for homeless persons recently released from jail	Finalize program design, design program case flow	End of Month 3	CJC, PB Sheriff's Office, Oakwood, Families First, DAF, CARP
1-3	Reduce Re-entry into the criminal justice system by those with mental illness and/or substance abuse disorders	Objective 2: Provide substance abuse and/or mental health treatment to program participants	Finalize program design, design program case flow	End of Month 3	CJC, PB Sheriff's Office, Oakwood, Lord's Place, Drug Abuse Foundation, CARP
3-6	Reduce Re-entry into the criminal justice system by those with mental illness and/or substance abuse disorders	Objective 3: Provide benefit qualification and ancillary social services for program participants	Project ramp up	Months 8-12	PB Sheriff's Office,
6-36	Reduce Re-entry into the criminal justice system by those with mental illness and/or substance abuse disorders	Objective 4: Provide supported housing for program participants	Provide comprehensive continuum of services to target population	Months 12 - 36	PB Sheriff's Office,
3-36	Reduce Re-entry into the criminal justice system by those with mental illness and/or substance abuse disorders	Objective 5: Develop a cost- savings analysis of the program, utilizing historic data of program participants previous tenure in jail/hospital/mental health facilities	Data collection and analysis. Provide comprehensive continuum of services to target population	Month 36	CJC, PB Sheriff's Office, Oakwood

This amendment shall begin on July 1, 2012 or the date on which the amendment has been signed by both parties, whichever is later.

All provisions in the MOU and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract.

This amendment and all its attachments are hereby made a part of the contract.

[SIGNATURES CONTAINED ON NEXT PAGE]

IN WITNESS THEREOF, the parties hereto have caused this fourteen (14) page amendment to be executed by their officials thereunto duly authorized.

PROVIDER:

PALM BEACH BOARD OF COUNTY

COMMISSIONERS

SIGNED

BY:

NAME: Michael L. Rodriguez

TITLE: Executive Director

DATE: <u>July 11, 2012</u>

FEDERAL ID NUMBER: <u>59-6000785</u>

STATE OF FLORIDA DEPARTMENT OF CHILDREN AND

FAMILIES

SIGNED

BY:

NAME: Rob Siedlecki

TITLE: Assistant Secretary for Substance

Abuse and Mental Health

DATE: (4304) 17, 3013.

CONTRACT REINSTATING THE TERMS OF CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES (R2011-1410)

THIS CONTRACT dated ______ reinstates the Professional Services Contract of August 1, 2011 R2011-1410 (Original Contract) by and between the Board of County Commissioners, Palm Beach County, a political subdivision of the State of Florida, hereinafter referred to as the COUNTY, and the Jerome Golden Center for Behavioral Health, Inc., formerly known as the Oakwood Center of the Palm Beaches Inc., a not-for-profit corporation authorized to do business in the State of Florida, hereinafter referred to as JEROME GOLDEN, whose Federal Tax I.D. is 59-1171320.

In consideration of the mutual promises contained herein, the COUNTY and JEROME GOLDEN agree as follows:

WHEREAS, the Criminal Justice Commission has recommended the use of Department of Children and Families Grant funds to support the partnership by providing funds for JEROME GOLDEN to participate; and

WHEREAS, the COUNTY agreed to reimburse JEROME GOLDEN for expenses up to the amount of \$132,968.00 from August 1, 2011 through July 31, 2012 Department of Children and Families grant for the Criminal Justice Mental Health Substance Abuse Reinvestment Act Program; and

WHEREAS, JEROME GOLDEN's responsibility under this Contract is to provide professional/consultation services in the area of supportive housing and dual-diagnosed treatment for mental health and substance abuse services, as more specifically set forth in the Scope of Work detailed in Exhibit "A" during the grant project period of August 1, 2011 through July 31, 2012; and

WHEREAS, the Department of Children and Families has extended the grant until March 28, 2014; and

WHEREAS, the parties mutually desire to reinstate the terms of the Original Contract, extend the date to March 28, 2014 and increase the amount to not exceed \$238,820.46.

NOW THEREFORE, in consideration of the mutual representations, terms, and covenants hereinafter set forth, the parties hereto agree as follows:

- 1. The Original Contract (R2011-1410) is reinstated in its entirety; and
- 2. The Term of the Original Contract shall be extended until March 28, 2014; and the amount is increased to not exceed \$238,820.46.

All other provisions of said Original Contract are hereby confirmed, and except as provided herein, are not otherwise altered or amended and shall remain in full force and effect.

Attachment #	Ź
TELECTION OF IL	

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Contract on behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

ATTEST: SHARON R. BOCK, CLERK & COMPTROLLER	PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS:
By: Deputy Clerk	By: Shelley Vana, Chair
	Jerome Golden Center for Behavioral Health, Inc.
	Linda De Piano, Ph.D. Chief Executive Officer
APPROVED AS TO FORM AND LEGAL SUFFICIENCY	APPROVED AS TO TERMS AND CONDITIONS
By: County Attorney	By: Michael L. Rodriguez Executive Director, Criminal Justice Commission

ω

12-1096

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

Page 1 of 1

FUND 1507 - Criminal Justice Commission Grant Fund

BGEX 762-080312*1821 BGRV 762-080312*573

Use this form to provide budget for items not anticipated in the budget.

							EXPENDED/	
		ORIGINAL	CURRENT			ADJUSTED	ENCUMBERED	REMAINING
ACCOUNT NUMBER	ACCOUNT NAME	BUDGET	BUDGET	INCREASE	DECREASE	BUDGET	as of 8/06/12	BALANCI
REVENUES							·	
DCF - CJMHSA Grant 762-7689-3129	Fed Grant - Oth Public Safety	273,177	303,530	0	143,777	159,753		
	TOTAL REVENUES	1,420,451	2,517,336	0	143,777	2,373,559		
EXPENDITURES			·					
DCF - CJMHSA Grant 762-7689-8101	Contributions-Govtl Agencies	273,177	273,177	0	143,777	129,400	0	129,400
•	TOTAL EXPENDITURES	1,420,451	2,517,336	0	143,777	2,373,559		

Criminal Justice Commission

INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval
OFMB Department - Posted

Signatures

Date

By Board of County Commissioners At Meeting of 9/11/12

Deputy Clerk to the Board of County Commissioners

614618