



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>					

# ADDITIONAL FTE POSITIONS (Cumulative)					
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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 County funds are required.

**C. Departmental Fiscal Review:**

TM  
Taruna Malhotra, Director Financial & Support Svcs

**III. REVIEW COMMENTS**

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

J. A. White 2/19/13  
OFMB  
cc 2/19/13  
advised 2/19

Dr. J. Jacobson 2/25/13  
Contract Development and Control  
2-25-13  
C. S. Keeler

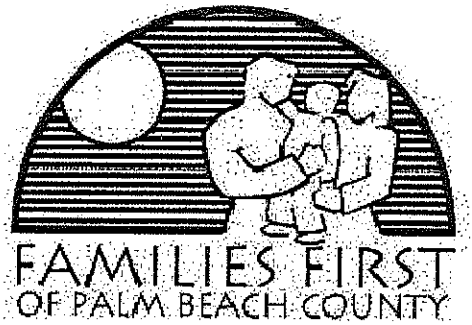
**B. Legal Sufficiency:**

[Signature] 2/26/13  
Chief Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

**This summary is not to be used as a basis for payment.**



## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement ("Agreement") is entered between Families First of Palm Beach County, hereinafter referred to as "Families First", and Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY.

This Memorandum of Agreement addresses the collaborative efforts of the Healthy Families Program through Families First and the County. Families First agrees to:

- o Refer infants/toddlers served through Healthy Families to Palm Beach County Head Start for eligible services
- o Provide information to families regarding appropriate developmental milestones
- o Request families sign a consent to release confidential information to Palm Beach County Head Start
- o Assign a designee to facilitate interagency communication relative to this agreement

The COUNTY agrees to:

- o Request families sign a consent to release confidential information to Families First Healthy Families Program
- o Accept referrals from Families First for Palm Beach County Head Start services for infants and children who meet the eligibility criteria for Head Start
- o Assign a designee to facilitate interagency communication relative to this agreement

All services will be applied uniformly and without regard to race, sex, color, national origin, religion, age or disability.

Both parties will follow applicable professional standards of practice and relevant state and federal law with respect to client confidentiality. Where applicable, both parties will comply with the Health Insurance Portability and Accountability Act.

This agreement shall begin on the date that both parties have signed.

This agreement may be terminated by either party no less than 30 days notice without cause unless a lesser time is mutually agreed upon by both parties. Termination with cause (breach of agreement) may result in a lesser time, determined by both parties. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

In witness thereof, the parties hereto have caused this agreement to be executed by their undersigned officials as duly authorized.

Signed by: Julie Swindler  
Julie Swindler, LCSW  
Chief Executive Officer

Signed by: \_\_\_\_\_  
Steven L. Abrams, Mayor  
~~Director~~

Date: 1/8/13

Date: \_\_\_\_\_

**APPROVED AS TO TERMS  
AND CONDITIONS**

**BY:** [Signature]  
**DEPARTMENT HEAD**