

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: April 16, 2013 ☒ Consent ☐ Regular
 ☐ Ordinance ☐ Public Hearing

Department

Submitted By: Community Services

Submitted For: Farmworker Jobs & Education Program


I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Memorandum of Understanding with Workforce Alliance, Inc., for the period April 16, 2013, through June 30, 2014, for delivery of Program workforce services to farm workers.

Summary: This Memorandum of Understanding (MOU) will establish an organizational framework to integrate the delivery of Program workforce services into the One-Stop delivery system. The MOU satisfies the Program delivery requirement contained in the Workforce Investment Act of 1998. No County funds are required. (Farmworker Jobs & Education Program) Countywide (TKF)

Background and Justification: The Palm Beach County Farmworker Jobs & Education Program has been providing services to the farm worker population of Palm Beach Country for 33 years. The program is currently funded under the Workforce Investment Act, Title I, Section 167 through the State of Florida, Department of Education.

Attachments: Memorandum of Understanding with Workforce Alliance, Inc.

Recommended By:  4/11/13
Department Director Date

Approved By:  4/11/13
Assistant County Administrator Date

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)					
NET FISCAL IMPACT					

# 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 _____

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

C. Departmental Fiscal Review: DM
Taruna Malhotra, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

OFMB [Signature] 4/4/2013
4/3/13
Contract Development and Control [Signature] 4/9/13
4-8-13 B. [Signature]

B. Legal Sufficiency:

Chief Assistant County Attorney

C. Other Department Review:

Department Director

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

**MEMORANDUM OF UNDERSTANDING
BETWEEN WORKFORCE ALLIANCE, INC.
AND BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY**

**FOR THE DELIVERY OF SERVICES TO FARMWORKERS
UNDER TITLE I, SECTION 167 OF WORKFORCE INVESTMENT ACT**

The following Memorandum of Understanding (the "Agreement") sets forth the terms of Agreement for cooperation and consultation between Workforce Alliance, Inc. (the "Alliance") and the Board of County Commissioners of Palm Beach County (the "County") with regard to the workforce program services delivered by County staff in the One-Stop System established within Workforce Region #21 as part of the Palm Beach County Farmworker Jobs and Education Program (the "Program").

I. Applicable Workforce Programs

This Agreement covers the delivery of the following program services:

- Workforce activities authorized under Title I of the Workforce Investment Act including counseling, training, and placement.
- Provision of Labor Market Information (LMI)
- Other workforce program services that may be directly provided by the Program.

II Governing Law

The Workforce Investment Act of 1998 shall be the principle law that governs the Alliance and the County relative to the delivery of Program services within the One-Stop system established by the Alliance. The Alliance and the County shall also comply with the applicable federal and state law and rule that governs each of the above referenced Program delivered workforce service.

III Purpose of Agreement

It is the purpose of this Agreement to establish an organizational framework to integrate the delivery of Program workforce services into the One-Stop delivery system established by the Alliance. The Agreement satisfies the requirements contained in the Workforce Investment Act of 1998 for a Memorandum of Understanding between the Alliance and the County for the delivery of these services within the locally managed One-Stop delivery system. The Agreement defines the partnership between the Alliance and the County to provide Program workforce services in a coordinated, seamless, and customer friendly manner within the locally established One-Stop delivery system.

IV Duration of Agreement

This Agreement shall commence on the date of execution and shall remain in full force and effect until the 30 day of June, 2014 or until the Agreement is cancelled by either party in accordance with the terms set forth herein.

IV. Statement of Work

The County shall retain fiscal responsibility and accountability for the administration of the funds allocated to it under WIA Title I, Section 167 and any other applicable federal and state laws for the workforce program services directly delivered by the Program. It is understood by the parties to this Agreement that each should be able to fulfill its responsibilities under the Agreement in accordance with the provisions of law and regulation that govern their respective activities. Nothing in this Agreement is intended to negate or otherwise render ineffective any such provision or mandated operating procedure.

The Alliance and the County agree to share resources in supporting those core and intensive services common to each of the programs administered by each party. The County will support the Board in providing the following common core and intensive One-Stop Services.

Core Services:

- Outreach and recruitment
- One-Stop delivery system orientation
- Employment statistics information
- Information on training providers
- Local area performance measures
- Supportive services information
- Eligibility determination for all WIA Title I programs
- Assistance in establishing eligibility for WIA funded financial aid and other financial aid
- Job search, job referral, and placement assistance
- Career counseling
- Initial assessment

Intensive Services:

- Comprehensive assessment of skill levels and service needs
- Diagnostic testing and evaluation of occupational skills, educational skills
- Identification of employment barriers and employment goals
- Development of an Individual Employment Plan
- Individual and group counseling
- Career planning
- Adult education, literacy, ESOL, and GED
- Dropout prevention activities
- Needs based payments
- Paid work experience

Training Services:

- Occupational skills training
- On-the-job training
- Occupational training programs operated by the private sector
- Skill upgrading and retraining
- Training related supportive services which will enable farm workers to complete training services

Related Assistance:

- Emergency assistance
- Workplace safety and farm worker pesticide safety instruction
- English language classes and basic education classes
- Other supportive services described in the project plan

VI Program Records


Both parties agree to share confidential customer and program information within the limits established by federal and state laws and regulations governing confidentiality. Both parties also agree to provide access and share any forms that may be used in the delivery of workforce services in the local One-Step System.

VII Modification or Cancellation of Agreement

The Agreement may be modified at any time in writing by mutual consent of the parties. Either party upon written notification of the change to the other party can effect simple and minor changes. Unless requested by the other party, these changes do not require a formal modification of this Agreement.

The Agreement may be cancelled by either party upon twenty-four (24) hours written notice except where the cancellation is for cause due to a material breach of any of the provisions of the Agreement in which case it may be cancelled upon delivery of written notice to the other party.

IN WITNESS THEREOF, the parties here to have cause this Agreement to be executed by their duly authorized representative respective on the latest day and year noted below.



Signature

Steve Craig, President and CEO
For the Regional Workforce Board
Workforce Alliance, Inc.

3-15-13

Date

Signature

Steven L. Abrams, Mayor
For the Board of County Commissioners
of Palm Beach County

Date

**APPROVED AS TO TERMS
AND CONDITIONS**

BY 
DEPARTMENT HEAD

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: April 16, 2013

☒ Consent

☐ Regular

☐ Ordinance

☐ Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Budget Transfer of \$150,000 within the 2005 \$25 Million Recreational and Cultural Facilities Bond fund from the South Bay RV and Recreation Center project to the Jim Brandon Equestrian Center Painting project.

Summary: This budget transfer will provide the additional funding necessary to clean and paint the covered arena at the Jim Brandon Equestrian Center. The under roof structure of the covered arena is comprised of beams, stanchions and wires. These components have rusted over the last five years and they need to be stripped, cleaned, and repainted with a rust resistant paint. The arena roof is 40,500 sq. ft. and is roughly between 30 and 45 feet above ground. This project will cost approximately \$250,000. Currently, there is \$100,000 available in the Jim Brandon Equestrian Center Painting project budget, and this transfer of \$150,000 is necessary to fully fund this project. Funding for this budget transfer is from the 2005 \$25 Million Recreational and Cultural Facilities Bond and is available from the South Bay RV and Recreation Center. The Jim Brandon Equestrian Center project needs to be completed this summer while equine activities are slower. The South Bay RV and Recreation Center project is currently on hold pending additional design and engineering plans. District 2 (AH)

Background and Justification: The Jim Brandon Equestrian Center opened on June 10, 2006, and is located within Okeetheelee South Park in Central Palm Beach County. This 111 acre horse park is comprised of a main show area that is available for rental and open riding areas and trials which are open seven days per week from sunrise to sunset. The 40,500 sq. ft. covered arena is the cornerstone of the main show area, attracting a variety of horse shows, auctions, and special events.

Attachment: Budget Transfer

Recommended by: _____

Jennifer E. Ciullo
Department Director

03/19/2013
Date

Approved by: _____

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures	<u>150,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>150,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Is Item Included in Current Budget? Yes X No
Budget Account No.: Fund Department Unit
Object Program N/A

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

FUND: \$25M GO 05, Recreational & Cultural Facilities
South Bay RV and Recreation Center 3020-581-P663-6520 \$150,000

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

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

OFMB

Contract Development & Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

REVISED 10/95
ADM FORM 01

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

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

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BGEX 581 031413*1276

FUND 3020 - \$25M GO 05, Recreational & Cultural Facilities

ACCT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 8/13/2012	REMAINING BALANCE
<u>South Bay RV and Recreation Center</u>								
3020-581-P663-6520	Park Improvements	625,611	625,631		150,000	475,631		475,631
<u>Jim Brandon Equestrian Center Painting</u>								
3020-581-P743-6520	Park Improvements	0	0	150,000		150,000	0	150,000
TOTAL				<u>150,000</u>	<u>150,000</u>			

Parks and Recreation Department
INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

Cheryl Coe 3/13/2013

By Board of County Commissioners
At Meeting of
April 16, 2013
Deputy Clerk to the Court