

5E-1

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

Meeting Date: September 10, 2013 [ ] Consent [ X ] Regular  
[ ] Workshop [ ] Public Hearing

**Department**

Submitted By: Public Safety  
Submitted For: Victim Services

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to: A) Approve** a First Amendment to the original contract (R2012-1577) with Child Protection Team (CPT) of Palm Beach, Inc. to increase the total contract budget in an amount not to exceed \$205,000 as required by Florida Statute-Chapter 39.304 which requires the county to pay the costs of medical evaluations for children; and

**B) Authorize** the County Administrator or his designee to execute contracts, amendments, and modifications with Child Protection Team of Palm Beach, Inc. on behalf of the Board of County Commissioners; and

**C) Approve** a budget transfer of \$45,000 from general fund contingency reserves to Child Protective Services program to increase the total cost of services as a result of the increased number of exams.

**Summary:** On October 16, 2012, the county entered into a contract with Child Protection Team of Palm Beach, Inc. to provide medical evaluations for children 0-17 referred to CPT by law enforcement, DCF and/or the courts who are alleged victims of abuse, neglect and/or abandonment, excluding sexual abuse. At that time, the Palm Beach County Board of County Commissioners approved an exam rate of \$250 per child. From October, 2012 through March, 2013, a total of 410 medical examinations were performed by CPT in Palm Beach County. Based on the number of children who received services during the first six months of the contract, the original contract limit of \$160,000 will not provide for sufficient funds for CPT to provide exams for children at an exam rate of \$250 for the remainder of the current fiscal year. The first amendment to the contract is to increase the total cost of services by \$45,000 as a result of the increased number of exams, paid at the contract rate of \$250 per child, not to exceed a total contract amount of \$205,000. The increased contract amount will provide up to 820 children services. The original contract completion date of September 30, 2013 remains unchanged by the Amendment. Florida Statute-Chapter 39.304 (5) provides that the county in which the child is a resident shall bear the initial costs of medical evaluations of the allegedly abused, abandoned, or neglected child. Countywide (PGE)

**Background and Justification:** The Child Protection Team (CPT) program is funded by legislature through the Department of Health, Children’s Medical Service office. Child Protection Teams provide expertise in alleged maltreatments of child abuse and neglect, assessing risk factors, and providing recommendations for interventions to protect children and enhance families’ capacities to provide a safer environment when possible. CPT services supplement the child protective investigation activities of DCF and designated sheriff’s offices. Florida Statute – Chapter 39.304 (5) provides that the County in which the child is a resident shall bear the initial costs of medical evaluations of the allegedly abused, abandoned, or neglected child.

**Attachments:**

- 1. First Amendment to Contract for Professional Services Between Palm Beach County and Child Protection Team of Palm Beach, Inc
- 2. Budget Transfer General Fund (0001)

Recommended by: Victor Bonaventura Department Director 8/22/13 Date

Approved By: Victor Bonaventura Assistant County Administrator 8/22/13 Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Capital Expenditures					
Operating Costs	45,000				
External Revenues					
Program Income (County)					
In-Kind Match (County)					
<b>Net Fiscal Impact</b>	<u>45,000</u>				
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>					

Is Item Included In Current Budget? Yes \_\_\_\_\_ No X

Budget Account Exp No: Fund 0001 Department 660 Unit 5220 Object 3401

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

Fund: General Fund  
Unit: Child Protective Services

Departmental Fiscal Review: Beverly Gearhart for Stephanie Seynora

**III. REVIEW COMMENTS**

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

[Signature]  
OFMB  
8/22/2013  
AM 8/22/13

[Signature]  
Contract Administration  
8-28-13 Buehler

**B. Legal Sufficiency:**

[Signature]  
Assistant County Attorney

**C. Other Department Review:**

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

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

**FIRST AMENDMENT TO CONTRACT FOR PROFESSIONAL SERVICES BETWEEN  
PALM BEACH COUNTY AND CHILD PROTECTION TEAM OF PALM BEACH, INC.**

**THIS FIRST AMENDMENT TO CONTRACT FOR PROFESSIONAL SERVICES BETWEEN PALM BEACH COUNTY AND CHILD PROTECTION TEAM OF PALM BEACH, INC.** ("First Amendment") originally entered on October 16, 2012 ("Original Contract" R2012-1577) is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY and Child Protection Team of Palm Beach, Inc. hereinafter referred to as the AGENCY or CPT, a not-for-profit corporation authorized to do business in the State of Florida, whose Federal I.D. is 65-0746922.

**WITNESSETH:**

**WHEREAS**, CPT contracted to provide 640 medical evaluations (excluding sexual assault forensic examinations) to 640 allegedly abused, abandoned, or neglected children at an exam rate of \$250 per child and has already provided 410 such medical evaluations in the first six months of the Original Contract period and expects to serve up to a total of 820 children through the duration of the Original Contract (R2012-1577); and

**WHEREAS** the Original Contract price of \$160,000.00 will not cover the cost of the anticipated remaining evaluations prior to the expiration date of the Original Contract; and

**WHEREAS**, the parties have agreed to amend the Original Contract Scope of Work and Services referenced in ARTICLE 1 – SERVICES and the Original Contract price referenced in ARTICLE 3 - PAYMENTS.

**NOW THEREFORE**, the above named parties hereby mutually agree to amend the Original Contract and enter this First Amendment as follows:

- I. The Scope of Work and Services (number of clients served) will increase from 640 to 820 and the new contract price will increase from \$160,000.00 to \$205,000.00, as reflected in the attached Exhibit "2013 Scope of Work & Service – Exhibit A-01" and the attached Exhibit "Schedule for Payment – Exhibit B-01".
- II. All other provisions not in conflict with this First Amendment remain in effect and are to be performed at the same level as specified in the Original Contract (R2012-1577).

**THE REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK**

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY, FLORIDA a  
Political Subdivision of the State of Florida

BOARD OF COUNTY COMMISSIONERS

BY: \_\_\_\_\_  
Clerk & Comptroller

BY: \_\_\_\_\_  
Steven L. Abrams, Mayor

AGENCY:

Child Protection Team of Palm Beach, Inc.

BY: Alison J. Hitchcock  
Alison J. Hitchcock, Executive Director

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND  
CONDITIONS

Department of Public Safety

By: \_\_\_\_\_  
County Attorney

By: Vincent J. Bonvento  
Vincent J. Bonvento  
Director of Public Safety

EXHIBIT A-01

2013 SCOPE OF WORK & SERVICE UNITS

**Agency Name:** Child Protection Team of Palm Beach, Inc.

**Program Name:** Medical Examinations

**Overview:**

The Child Protection Team (CPT) program is funded by legislature through the Department of Health, Children's Medical Service office. Child Protection Teams provide expertise in alleged maltreatments of child abuse and neglect, assessing risk factors, and providing recommendations for interventions to protect children and enhance families' capacities to provide a safer environment when possible. CPT services supplement the child protective investigation activities of DCF and designated sheriff's offices.

Florida Statue – Chapter 39.304 (5) provides that the County in which the child is a resident shall bear the initial costs of medical evaluations of the allegedly abused, abandoned, or neglected child. The CPT acknowledges that the County, pursuant to F.S. 309.304(5) may seek reimbursement from the parent or legal custodian of the child or any other responsible third party payor for the cost of the examination. The CPT agrees to provide the County with any and all documentation required by the County necessary to seek such reimbursement.

**Service:**

The scope of work is to fund medical evaluations for children referred to CPT by law enforcement, DCF and or the courts who are the alleged victims of abuse, neglect and/or abandonment, excluding sexual abuse. Medical evaluations for children who are alleged victims of sexual abuse are funded through a different funding source. A medical evaluation is defined as a complete history and physical examination of a child.

Through its 2013 fiscal budget hearings, the Palm Beach Board of County Commissioners reviewed and approved a funding recommendation of \$205,000 to provide medical evaluations for children 0-17 who are the alleged victims of abuse, neglect and/or abandonment, excluding sexual abuse.

This service will be based on an exam rate of \$250 per child. During fiscal year 2013, up to 820 children will be served.

**Clients Served through Contract:**

820

EXHIBIT B-01

SERVICE/PROGRAM TO BE PROVIDED FY 2013

Agency Name: **Child Protection Team of Palm Beach, Inc.**

Program Name and Definition of Unit of Service	Unit Cost	Total Cost of Services
<b>Service/Program: Child Protection Team of Palm Beach, Inc.</b> A unit of service is defined as a medical examination of a child, which may include a complete history and physical examination.	\$250.00	\$205,000
<u>TOTAL CONTRACT</u>		\$205,000

1127

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET Transfer

FUND 0001 - General Fund

BGEX 081913\*1937

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

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 8/9/2013	REMAINING BALANCE
<b>Expense</b>								
0001-820-9900-9901	Contingency Reserves	20,000,000.00	16,315,536.00		45,000			
0001-660-5220-3401	Other Contractual Services	160,000	160,000	45,000		205,000	160,000	45,000
	<b>Total Appropriations and Expenditures</b>			<u>45,000</u>	<u>45,000</u>			

Attachment #

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**PUBLIC SAFETY ADMINISTRATION**  
INITIATING DEPARTMENT/DIVISION  
Administration/Budget Department Approval  
OFMB Department - Posted

Signatures

*Doreen Merchant*  
*ADIAS*

Date

8/19/13  
8/23/2013

By Board of County Commissioners  
At Meeting of 9/10/2013  
Deputy Clerk to the  
Board of County Commissioners