

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

Meeting Date: 10/21/14

Consent
 Ordinance

Regular
 Public Hearing

Department:

Submitted By: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

Submitted For: PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

I. EXECUTIVE BRIEF

MOTION AND TITLE: Staff recommends motion to Receive and File a Contract with the Jerome Golden Center for Behavioral Health, Inc. to reinstate Contract R-2014-0635 and reallocate dollars within the existing line items of the budget.

SUMMARY: This document has been fully executed on behalf of the Board of County Commissioners (Board) by the County Administrator/Executive Director of the Criminal Justice Commission (CJC) in accordance with Resolution R-2011-1078 and is now being submitted to the Board to receive and file. The Contract (R-2014-0635) for housing services expired June 30, 2014. All services have been completed before June 30, 2014. The purpose of reinstating Contract R-2014-0635 is only to allow for both final adjustment and final payment **Countywide (PGE)**.

BACKGROUND AND JUSTIFICATION: On March 15, 2011 the Board received and filed R-2011-0411, a Department of Children and Families grant for \$455,295, to establish supportive housing for homeless individuals with mental health and substance abuse issues leaving the County jail. The original 2011 Contract was reinstated and amended in 2012 and again in 2014 and expired in 2014. The Jerome Golden Center for Behavioral Health, Inc. was selected to provide the services. In accordance with County PPM CW-O-051, all delegated contracts/agreements/grants must be submitted by the initiating Department as a Receive and File Agenda Item.

Attachments:

1. Contract

RECOMMENDED BY:


DEPARTMENT DIRECTOR

10/8/14
DATE

APPROVED BY:


ASSISTANT COUNTY ADMINISTRATOR

10/9/14
DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Year	2014	2015	2016	2017	2018
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
County Match	_____	_____	_____	_____	_____
In-Kind Match	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u><u>-0-</u></u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>
POSITIONS (Cumulative)	<u>0</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>	<u>_____</u>

Is Item In adopted budget? Yes _____ No x

Budget Account No: Fund 1507 Agency 762 Org 7689 Object 8201

B. Recommended Sources Of Funds/Summary of Fiscal Impact:
There is no fiscal impact associated with this agenda item.

C. Departmental Fiscal Review: C. Williams 29 Sep 2014

III. REVIEW COMMENTS

A. OFMB Fiscal And/Or Contract Development and Control Comments:

<p>OFMB <u>HW</u> <u>9/29</u></p>	<p><u>[Signature]</u> <u>9/30/2014</u> AK <u>9/29/14</u></p>	<p><u>[Signature]</u> <u>10/15/14</u> Contract Development & Control <u>10-8-14 B Wheeler</u></p>
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B. Legal Sufficiency:

[Signature] 10/9/14
Assistant County Attorney

REVISED 9/95
ADM FORM 01

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

CONTRACT REINSTATING EXPIRED CONTRACT (R-2014-0635) BETWEEN PALM BEACH COUNTY AND JEROME GOLDEN CENTER FOR BEHAVIORAL HEALTH, INC. AND AMENDING BUDGET

THIS CONTRACT made this 16th day of Sept, 2014, 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., a not-for-profit corporation authorized to do business in the State of Florida (hereinafter referred to as "JEROME GOLDEN" or "SERVICE PROVIDER"), whose Federal Tax I.D. is 59-1171320, reinstates and amends the reinstated and amended Contract dated April 9, 2014, with an expiration date of June 30, 2014, (R-2014-0635, received and filed with the clerk on May 6, 2014, which amended R-2012-1293, which amended the original contract, R-2011-1410, dated September 13, 2011) for the provision of homeless services for persons with mental health and substance abuse disorders transitioning from the County jail. The parties are reinstating R-2014-0635 and amending the original terms of the underlying contract (R-2011-1410), as amended, to amend the budget.

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

WHEREAS, the Department of Children and Families ("DCF") previously increased the underlying "Implementation Grant" funds in July of 2012, and then again in April of 2014 (by giving the County "applied interest" which the COUNTY awarded to JEROME GOLDEN), making the total contract price an amount not to exceed \$243,019.46; and

WHEREAS, the budget (Revised CJC Budget Worksheet marked as Exhibit "ZZ" to R-2014-0635, hereinafter "Exhibit ZZ") has several line items with unspent monies and other line items with a deficit budget (through no fault of the SERVICE PROVIDER); and

WHEREAS the parties mutually desire to amend the budget by reallocating monies assigned to specific line items (referenced in Exhibit "ZZ,") to reflect the actual disbursements incurred without changing the total contract price of \$243,019.46.

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


1. Contract (R-2014-0635), approved by the Board of County Commissioners on May 6, 2014, with an expiration date of June 30, 2014, is **REINSTATED** in its entirety **and** Exhibit "ZZ" (Budget Worksheet) is **AMENDED** (without changing the total contract price, which shall remain an amount not to exceed \$243,019.46).

2. Exhibit "ZZ" to Contract (R-2014-0635) will be replaced in its entirety by Exhibit "ZZ-01" attached hereto.
3. All other provisions of the Reinstated and Amended Contract dated April 9, 2014 (R-2014-0635, received and filed with the clerk on May 6, 2014), as previously amended, are hereby confirmed, and except as provided herein, are not otherwise altered or amended and shall remain in full force and effect.

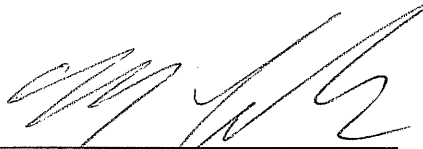
THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida, through its authorized representative, has made and executed this Contract, reinstating expired contract (R-2014-0635) and amending the budget, on behalf of the COUNTY and SERVICE PROVIDER (Jerome Golden) has hereunto set its hand the day and year above written.

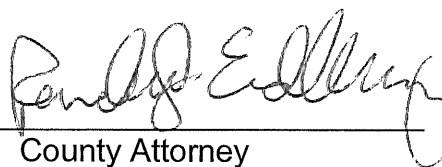
Jerome Golden Center for Behavioral Health, Inc.

By: 
Linda De Piano, Ph.D.
Chief Executive Officer


PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS:

By: 
Michael L. Rodriguez
Executive Director
Criminal Justice Commission

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: 
County Attorney

APPROVED AS TO TERMS AND CONDITIONS

By: 
Shahzia A. Jackson
Senior Criminal Justice Analyst
Criminal Justice Commission

Revised CJC Budget Worksheet	Year 1	Year 2	Year 3	Total 3 year Match	Grant funds
CJMHSAs 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)	\$7,988	\$21,595	\$28,408.46		\$57,991.46
2. Service Activity: Office Space for Case Manager	\$5,000	\$5,000	\$5,000	\$15,000 In-kind Oakwood	
3. Service Activity: Program oversight: Quantity: 0.1 FTE Supervisor and 0.1 FTE Department Head	\$15,817	\$15,817	\$15,817	\$47,451 In-kind Oakwood	
4. Service Activity: Substance abuse treatment Quantity: 3 beds at a rate of \$69.08 per day per bed.	\$75,642.60	\$75,642.60	\$75,642.60	\$226,927.80 In-kind Comprehensive 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)	\$43,126		\$43,126		\$43,126	\$129,378 In-kind Sheriff's Office	
6. Service Activity: Rent Quantity: 3 2/1 apartments @ \$780/month and 3 1/1 apartments @ \$680/month		\$48,600		\$72,480			\$121,080
7. Service Activity: Moving cost Quantity: first and last		\$2,000		\$2,979.28			\$5,379.28
8. Service Activity: Clients utilities Quantity: 3 Apt X \$150/ month and 3 Apt. X \$100 / month		\$6,484.32		\$8,950.65			\$15,434.97
9. Service Activity Clothing / Birth Certificates/Bus passes/ driver's licenses	\$1,000	\$2,500	\$1,000	\$876.35	\$1,000	\$3,000 Cash- Public Defender's Office	\$3,321.35
10. Service Activity Staff Mileage \$0.445 X 25 miles per day X 266 days		\$346.76					\$346.76
11. Service Activity: Psychiatric Services Quantity: 0.1 FTE or 4 hours per week	\$12,665		\$12,665		\$12,665	\$37,995 Inpatient Hospital	

12. Service Activity: **Substance abuse treatment. Quantity: 200 hours of group, individual therapy and detox per year @ \$25.305/hour**

13. Service Activity: Substance abuse/mental health treatment. Quantity: 1 bed x 9 clients @ \$1751.44/client. This is a projection based on the original In-kind Drug Abuse Foundation

\$15,762.96

\$15,762.96

\$15,762.96

\$47,288.88 In-kind Drug Abuse Foundation

14. Service Activity: **LPN Quantity: 0.5 FTE**

\$6,792.82

\$12,845.58

\$19,638.40

15. Service Activity: **Furniture**

\$4,798.80

\$4,798.80

16. Service Activity: **Office Supplies Quantity: 100 per month X 12 months**

17. Service Activity: **Employment Services** Quantity: \$37.86 per hour x 4 hours x 4 clients x 12 months

\$7,269.12

\$7,269.12

\$7,269.12

\$21,807.36 In-kind Oakwood

18. Service Activity: **Pest Control**

19. Furniture, First and Security Deposit X 6 apartments(850.00 x12 for security and first month 10,200.0) (2904.74 x6 to purchase furniture for

\$15,028.44

\$15,028.44

the apartments.), moving and utility
 deposit for permanent housing

20. Program Evaluation: Contractual
 services (\$1,879.375/month X 12
 months (includes travel and F&A @
 10%))

\$22,552.50

\$22,552.50

\$45,105

21. Administrative Cost 10%

\$13,797

\$13,796

\$27,593

Total \$7,988

\$155,965.74

\$151,763.72

\$528,848.04

\$315,717.46

Revised Budget Narrative

Salaries

Case Manager \$57,991.46 (Grant funded)

Case Management increased by \$10,084.10- This amount was underestimated at the time of the last budget amendment.

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 community providers. Acts as liaison and advocate for ex-offender and community service providers, assisting in the transitioning process. External Reentry Case Manager 0.3 FTE and Internal Reentry Case manager 0.2 FTE

LPN \$19,638.40 (Grant funded)

LPN decreased by \$18,134.24- Originally Instead of an LPN, and then there was a RN in this position which required a higher pay rate. However, there was no LPN/RN in the year of 2014, decreasing the cost

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 \$346.76:**

Staff mileage cost decreased by \$3150- When recalculated and based on current spending trend it was found that there was not as much staff travel needed.

Mileage reimbursement for the case manager will be paid at \$0.445 X 25 miles per day X 266 days

Contractual

Substance abuse treatment \$226,927.80 (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.

Psychiatric Services \$0 (Grant funded) AND \$37,995 (In-kind inpatient hospital services)

Psychiatric cost decreased by \$5,593- When recalculated and based on current spending trend, not as much grant funding is needed for psychiatric services. All services were provided in-kind by Jerome Goldend/Oakwood

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 \$0 (Grant funded)

Substance abuse cost decreased by \$8,352- When recalculated and based on current spending trend, not as much funding is needed to pay for Substance abuse treatment. Majority of services were provided as in-kind

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 at \$25.305 per hour

Substance abuse/mental health treatment \$47,288.88 (In-kind match services provided by the Drug Abuse Foundation Inc.) will be available for 1 bed serving 9 clients at \$1751.44 per client.

Employment Services \$21,807.36 (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 \$0 (Grant funded)

Pest control decreased by \$1800- When recalculated and based on current spending trend, not as much funding is needed in this category.

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 \$0 (Grant funded)

Office Supplies decreased by \$1249.99- When recalculated and based on current spending trend, not as much funding is needed in this category.

Office supplies for the Case Manager will be paid at a rate of \$66.666/month for year 2 and 37.50/month for year 3.

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 \$121,080 (Grant funded)

Rent increased by \$33,492- When recalculated and based on current spending trend, more funding is needed in this category to cover the cost of housing for participants.

3 2-bedroom, 1 bathroom apartments at a rate of \$780/month and 3 1-bedroom, 1 bathroom apartments at a rate of \$680/month will be rented for clients in the program.

Moving cost \$5379.28 (Grant funded)

Moving cost increased by \$4,179.28- When recalculated and based on current spending trend, more funding needed for moving cost for year 3.

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

Client's utilities \$15,434.97 (Grant funded)

Client's utilities cost increased by \$3579.72- When recalculated and based on current spending trend, more funding is needed to pay for client utilities.

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 (\$3,321.35 Grant funded AND \$3,000 in kind from Public Defender's Office)

Clothing/BC/Bus passes/driver's licenses decreased by \$55- When recalculated and based on current spending trend, not as much funding is to pay for items in this category

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: \$4,798.80 (Grant funded)

Furniture decreased by \$399.80- When recalculated and based on current spending trend, no funding was needed for year 3 in this category. Client's apartments were able to be furnished during year 2 and no new furniture was needed.

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

Furniture, First and Security Deposit for permanent housing \$15,028.44 (Grant Funded)

This category decreased by \$12,600. After calculating the cost in this area, not as much funding is needed to cover permanent housing

Six permanent apartments for clients to move into before the close of the project. This includes a security deposit, first and last month's rent, utility deposit, rental applications, and purchase of furniture for the permanent apartment.