

3EE-1

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: August 18, 2015 [x] Consent [] Regular
[] Ordinance [] Public Hearing

Department:
Submitted By: Palm Beach County Sheriff's Office
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to (A) Receive and File Grant Adjustment Notice 3 amending a Department of Justice, Office of Justice Programs FY2014 Justice & Mental Health Collaboration Grant, to extend the grant period from September 30, 2015 through September 30, 2016; and (B) Receive and File Grant Adjustment Notices 1 and 2.

Summary: The Board of County Commissioners (BOCC) accepted this grant for \$250,000 on November 5, 2013; the original period for this grant was October 1, 2013 through September 30, 2015. (R-2013-1603) This agenda item will extend the grant period from September 30, 2015 through September 30, 2016. The purpose of the project is to implement a comprehensive strategy with our mental health partners to assess and link individuals diagnosed with a mental health and/or substance abuse disorder to appropriate treatment services, and to provide peer education and support. Funding supports personnel costs, contractual services, training, data collection, and community education in support of the strategy to increase public safety. No additional County funds are required. Countywide (JB)

Background and Justification: The Justice and Mental Health Collaboration Program FY2013, administered by the Office of Justice Programs, furthers the Department's mission to increase public safety through innovative cross-system collaboration for individuals with mental illnesses or co-occurring mental health and substance abuse disorders who come into contact with the justice system. The Department of Justice Office of Justice Programs Catalog of Federal Domestic Assistance (CFDA) Number for this program is 16.745 and the contract number is 2013-MO-BX-0002.

Attachments:

- 1. Grand Adjustment Notice 3
2. Grant Adjustment Notice 2
3. Grant Adjustment Notice 1
4. R-2013-1603

RECOMMENDED BY: [Signature] DEPARTMENT DIRECTOR DATE: 8/5/15
APPROVED BY: [Signature] COUNTY ADMINISTRATOR DATE: 8/14/15

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures					
Operating Costs					

External Revenues
 Program Income
 (County)
 In-Kind Match (County) _____

Net Fiscal Impact

Additional FTE
 Positions
 (Cumulative)

Is Item Included in Current Budget: YES X NO _____

Budget Account No.: Fund 1152 Agency 160 Org 2254 Object 3129

Reporting Category _____

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

*No additional fiscal impact-time extension only

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Sherry P...
 8/11 SC OFMB 8/12

Dr. J. ... 8/13/15
 Contract Administration
 B. ... 8-12-15

B. Legal Sufficiency:

James Brub 8/13/15
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	Palm Beach County Sheriff's Office	Project Period:	10/01/2013 - 09/30/2016	GAN Number:	003
Grantee Address:	3228 Gun Club Road West Palm Beach, 33406	Program Office:	BJA	Date:	07/07/2015
Grantee DUNS Number:	18-280-9921	Grant Manager:	Nikisha Love		
Grantee EIN:	59-6000786	Application Number(s):	2013-H1426-FL-MO		
Vendor #:	596000786	Award Number:	2013-MO-BX-0002		
Project Title:	Strategically Tracking & Assessment Response Team (S.T.A.R.)	Award Amount:	\$250,000.00		

Change Project Period

Current Grant Period:	Month: 09 Day: 30	New Grant Period:	Month: 09 Day: 30
Project Start Date:	10/01/2013	*New Project Start Date:	10/01/2013
Project End Date:	09/30/2015	*New Project End Date:	09/30/2016

***Required Justification for Change Project Period:**

We are respectfully requesting a one year/twelve month no-cost project period extension. Our current project is scheduled to expire on September 30, 2015; the approval of this extension will create an expiration date of

Attachments:

Filename:	User:	Timestamp:
BJA Grant Extension Request June 11.pdf	RBradshaw1	06/30/2015 12:31 PM
Attachment PBSO STAR Project Timeline-Revised June 2015.doc	RBradshaw1	06/01/2015 4:20 PM

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	07/07/2015 12:01 PM
Submitted	PO - Grant Manager	RBradshaw1	06/30/2015 12:31 PM
Change Requested	EXTERNAL - External User	loveniki	06/30/2015 11:58 AM

2nd Request: This GAN has been sent back because you failed to provide the required justification within the official letter of request. Please revise the letter to include the detailed justification and resubmit the request in GMS on or before COB, Thursday, July 2, 2015.			
Change Requested	PO - Grant Manager	loveniki	06/30/2015 11:58 AM
2nd Request: This GAN has been sent back because you failed to provide the required justification within the official letter of request. Please revise the letter to include the detailed justification and resubmit the request in GMS on or before COB, Thursday, July 2, 2015.			
Change Requested	PO - Grant Manager	loveniki	06/11/2015 2:24 PM
This GAN has been sent back because you failed to provide the required justification within the official letter of request. Please revise the letter to include the detailed justification and resubmit the request in GMS on or before COB Monday, June 15, 2015.			
Change Requested	EXTERNAL - External User	loveniki	06/11/2015 2:24 PM
This GAN has been sent back because you failed to provide the required justification within the official letter of request. Please revise the letter to include the detailed justification and resubmit the request in GMS on or before COB Monday, June 15, 2015.			
Submitted	PO - Grant Manager	RBradshaw1	06/11/2015 9:06 AM
Change Requested	PO - Grant Manager	loveniki	06/10/2015 1:49 PM
This GAN has been sent back for the following: The requested submitted does not provide enough detailed information as to why the extension is needed. You stated that due to delays with hiring the two grant funded positions. What were the delays that caused the department from being able to fulfill those positions and why was the program not able to be implemented? Have the two grant funded positions been filled? If so when? And if not why? Please review			
Change Requested	EXTERNAL - External User	loveniki	06/10/2015 1:49 PM
This GAN has been sent back for the following: The requested submitted does not provide enough detailed information as to why the extension is needed. You stated that due to delays with hiring the two grant funded positions. What were the delays that caused the department from being able to fulfill those positions and why was the program not able to be implemented? Have the two grant funded positions been filled? If so when? And if not why? Please review			
Submitted	PO - Grant Manager	RBradshaw1	06/09/2015 12:47 PM
Change Requested	EXTERNAL - External User	loveniki	06/05/2015 11:17 AM
This GAN has been sent back because you failed to submit the official letter of request. Please submit the official letter of request with signature from the authorized representative in GMS on or before COB Tuesday, June 9, 2015.			
Change Requested	PO - Grant Manager	loveniki	06/05/2015 11:17 AM

<p>This GAN has been sent back because you failed to submit the official letter of request. Please submit the official letter of request with signature from the authorized representative in GMS on or before COB Tuesday, June 9, 2015.</p>			
Submitted	PO - Grant Manager	RBradshaw1	06/02/2015 3:27 PM
Draft	EXTERNAL - External User	RBradshaw1	06/02/2015 3:27 PM
Change Requested	PO - Grant Manager	loveniki	06/02/2015 6:38 AM
<p>This GAN was sent back because you failed to change the new project period date to (9/30/2016), please review and make the necessary correction and resubmit in GMS on or before COB Wednesday, June 3, 2015.</p>			
Change Requested	EXTERNAL - External User	loveniki	06/02/2015 6:38 AM
<p>This GAN was sent back because you failed to change the new project period date to (9/30/2016), please review and make the necessary correction and resubmit in GMS on or before COB Wednesday, June 3, 2015.</p>			
Submitted	PO - Grant Manager	RBradshaw1	06/01/2015 4:21 PM
Draft	EXTERNAL - External User	RBradshaw1	06/01/2015 4:19 PM

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
GRANT ADJUSTMENT NOTICE

Grantee Information				
Grantee Name:	Palm Beach County Sheriff's Office	Project Period:	10/01/2013 - 09/30/2016	GAN Number: 002
Grantee Address:	3228 Gun Club Road West Palm Beach, 33406	Program Office:	BJA	Date: 09/12/2014
Grantee DUNS Number:	18-280-9921	Grant Manager:	Nikisha Love	
Grantee EIN:	59-6000786	Application Number(s):	2013-H1426-FL-MO	
Vendor #:	596000786	Award Number:	2013-MO-BX-0002	
Project Title:	Strategically Tracking & Assessment Response Team (S.T.A.R.)	Award Amount:	\$250,000.00	

Budget Modification

* All editable Budget fields must contain a numeric value.

Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$ 135000	\$ 33466	\$ 168466
B. Fringe Benefits	\$ 43424	\$ -5394	\$ 38030
C. Travel	\$ 6402	\$ -530	\$ 5872
D. Equipment	\$ 0	\$ 0	\$ 0
E. Supplies	\$ 1800	\$ 0	\$ 1800
F. Construction	\$ 0	\$ 0	\$ 0
G. Contractual	\$ 107000	\$ -21400	\$ 85600
H. Other	\$ 18874	\$ -6142	\$ 12732
TOTAL DIRECT COST	\$ 312500	\$ 0	\$ 312500

Total Direct Costs = (Sum of lines A-H)			
INDIRECT COST	\$ 0	\$ 0	\$ 0
TOTAL PROJECT COST	\$ 312500	\$ 0	\$ 312500
Total Project Costs = Total Direct Costs + Indirect Cost Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
FEDERAL FUNDS APPROVED	\$ 250000		\$ 250000
NON-FEDERAL FUNDS APPROVED	\$ 62500	\$ 0	\$ 62500
PROGRAM INCOME	\$ 0	\$ 0	\$ 0
*Required Justification for Budget Modification			
We are respectfully requesting this budget modification to reflect the newly approved Law Enforcement Deputy as a licensed Therapist who is a member of the new S.T.A.R Team and will provide on-scene screenings and risk assessment at an			
Attachments:			
Filename:	User:	Timestamp:	
Copy of Attachment 3-PBSO S T A R- Budget Worksheet Narrative Revised 9-4-14.xls	RBradshaw1	09/04/2014 1:22 PM	
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	robinsod	09/12/2014 10:53 AM
Submitted	PO - Grant Manager	RBradshaw1	09/04/2014 1:23 PM
Draft	EXTERNAL - External User	RBradshaw1	09/04/2014 1:20 PM

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Sheriff's Office	Project Period:	10/01/2013 - 09/30/2016
Grantee Address:	3228 Gun Club Road West Palm Beach, 33406	Program Office:	BJA
Grantee DUNS Number:	18-280-9921	Grant Manager:	Nikisha Love
Grantee EIN:	59-6000786	Application Number(s):	2013-H1426-FL-MO
Vendor #:	596000786	Award Number:	2013-MO-BX-0002
Project Title:	Strategically Tracking & Assessment Response Team (S.T.A.R.)	Award Amount:	\$250,000.00
Program Office Approvals			
*Approval Types			
<input checked="" type="checkbox"/> Changes in Consultant rates (in excess of \$450/day)	<input checked="" type="checkbox"/> Publication Plan Submissions		
<input checked="" type="checkbox"/> Purchase of Automatic Data Processing (ADP) Equipment and Software	<input checked="" type="checkbox"/> Funding for Criminal Justice Information and Communication Systems		
<input checked="" type="checkbox"/> Foreign Travel Costs	<input checked="" type="checkbox"/> Other (Please enter type of Program Office Approval below) <input type="text" value="Personnel Change"/>		
*Required Justification for Program Office Approvals:			
We are respectfully submitting this request for Program Office Approval in support of a proposed change in the original personnel requested and approved through this grant project from a Licensed Mental Health Therapist, Civilian			
Attachments:			
Filename:	User:	Timestamp:	
Copy of Attachment 3-PBSO S T A R- Budget Worksheet Narrative-revised 6-3-14.xls	RBradshaw1	07/21/2014 3:26 PM	
RE Program Office Approval GAN for Palm Beach County Sheriff's Office.msg	loveniki	08/20/2014 9:59 PM	
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	JonesN	08/26/2014 11:09 AM

Current w/reporting. Reviewed and approved.			
Approved-GM	PO - GAN 1st Line Supervisor	loveniki	08/20/2014 10:02 PM
Grantee has provided justification for this request. Please see attached email with response from grantee as it relates to your question regarding the sworn officer's position.			
On Hold	PO - Grant Manager	loveniki	08/15/2014 6:31 PM
Pending additional information.			
Sent Back to GM	PO - Grant Manager	JonesN	08/06/2014 7:42 AM
This is a potential supplanting issue. Is the sworn position a newly created position? If not, is the agency backfilling the current sworn position or planning to do so?			
Approved-GM	PO - GAN 1st Line Supervisor	loveniki	07/25/2014 9:33 AM
The grantee has provided documentation to support this request. Reporting is current.			
Submitted	PO - Grant Manager	RBradshaw1	07/21/2014 3:27 PM
Draft	EXTERNAL - External User	RBradshaw1	07/21/2014 3:25 PM

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	0				
Operating Costs	\$312,500				
External Revenues	(\$250,000)				
Program Income (County)					
In-Kind Match (County)					
<hr/>					
Net Fiscal Impact	\$62,500				
# Additional FTE Positions (Cumulative)	2				
Is Item Included in Current Budget:	YES _____	NO	X _____		
Budget Account No.:	Fund <u>1152</u>	Agency <u>160</u>	Org <u>2254</u>	Object <u>3129</u>	
Reporting Category	_____				

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

The Palm Beach County Sheriff's Office comprehensive strategy is funded by the Department of Justice Office of Justice Programs, FY2013 Justice and Mental Health Collaboration Grant Program. The required match is 25%; PBSO will provide a match in the amount of \$62,500, through its approved operating budget and through in-kind services provided by the mental health partners. Two PBSO allocations are created with this action. No additional County funds are required

Justice and Mental Health Collaboration FY2013 Grant	\$250,000
25% match	\$ 62,500
Total Program Budget	\$312,500

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Susan Terry 10/18/13
OFMB, KJV SC
10/16

Dr. S. Jacobson 10/21/13
Contract Administration

B. Legal Sufficiency:

Ronald G. Cullum 10/22/13
Assistant County Attorney

C. Other Department Review:

Department Director

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