

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

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Meeting Date: December 6, 2016      Consent      Regular  
                                                          Ordinance      Public Hearing

Department:     **CRIMINAL JUSTICE COMMISSION**  
Submitted For:   **CRIMINAL JUSTICE COMMISSION**

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to receive and file: A) a Grant Adjustment Notice (GAN) from the County FY2016 Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Grant (JAG) 2016-JAGC-PALM-2-H3-048 that revised the grant period, narrative, reporting frequency, and budget; and B) an amendment to the Contract for Professional Services (R2016-0273) with the Palm Beach County Law Enforcement Exchange, Incorporated that revised the term and budget.**


**Summary:** Palm Beach County was allocated \$295,183 in Federal FY2015 (County FY2016) as part of the FDLE JAG Formula Grant Program. The JAG Program allows local governments to support a broad range of activities to prevent and control crime based on local needs and conditions. Grant 2016-JAGC-PALM-2-H3-048 was awarded in the amount of \$100,000 to support the Law Enforcement Exchange (LEX) project. GAN 1 and the contract amendment with LEX both extended the grant period one month to October 31, 2016, and revised the narrative, reporting frequency, and budget to move funds from printing to purchase equipment necessary to facilitate training of law enforcement agencies throughout Palm Beach County. The GAN and contract amendment were executed by the County Administrator in accordance with approval granted on March 1, 2016 (R2016-0273) to execute any amendments to this grant and this contract. No County matching funds are required. Countywide (JB)

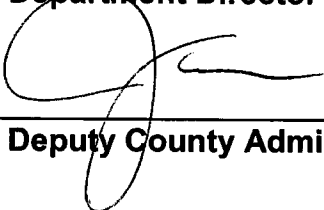
**Background and Justification:** The Countywide LEX Program Director provides overall coordination for the LEX project. The LEX project allows law enforcement agencies throughout the County to communicate and query ongoing criminal investigative information that results in improved public safety. In accordance with County PPM CW-O-051, all delegated grant adjustments and signatures must be submitted by the initiating department as a receive and file agenda item.

**Attachments:**

- 1) LEX Grant 2016-JAGC-PALM-2-H3-048 GAN 1
- 2) Executed Contract amendment with LEX
- 3) Signature delegation authority for FDLE JAG Grant pursuant to R2016-0273
- 4) Signature designation authority for LEX Contract pursuant to R2016-0273

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**Recommended by:**          10-17-16  
                                                         Department Director     Date

**Approved By:**          11-23-16  
                                                         Deputy County Administrator     Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>Net Fiscal Impact</b>	*	_____	_____	_____	_____

**# ADDITIONAL FTE POSITIONS (Cumulative)**      0                      0                      0                      0                      0

Is Item Included In Current Budget?    Yes X    No

Budget Account Exp No: Fund 1507 Department 762 Unit 7709 Object 8201  
 Rev No: Fund 1507 Department 762 Unit 7709 RevSc 3129

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

Fund: Criminal Justice Grant Fund  
 Unit: JAG State Solicitation 2016 LEX  
 Grant: Edward Byrne Memorial Justice Grant application (R-2016-0273)

\*The net fiscal impact is zero. Budget amendment realigns expenses within total previously approved budget amount.

Departmental Fiscal Review: \_\_\_\_\_ *[Signature]* 11/15/16

**III. REVIEW COMMENTS**

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

\_\_\_\_\_ *[Signature]* 11/15/16  
 OFMB 1/21/16 *[Signature]* 11/17

\_\_\_\_\_ *[Signature]* 11/22/16  
 Contract Administration  
 11/22/16 *[Signature]*

**B. Legal Sufficiency:**

\_\_\_\_\_ *[Signature]* 11/23/16  
 Assistant County Attorney

**C. Other Department Review:**

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

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

Justice Assistance Grant - County-wide

<p>2016-09-13 10:00 AM</p>
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**Subgrantee:** Palm Beach County Board of Commissioners  
**Project Title:** LAW ENFORCEMENT EXCHANGE  
**Grant Number:** 2016-JAGC-PALM-2-H3-048  
**Adjustment Number:** 1

**Nature of Adjustment:** Revise Budget / End Date / Reporting Frequency

**To Subgrantee:**

Pursuant to your request of 09/07/2016, the following change, amendment or adjustment in the above grant project is approved subject to such conditions or limitations as may be set forth below. Retain this Grant Adjustment Notice as part of official project records.

**Electronically Signed By:**

**Date** 09/13/2016

***Petrina Herring***

\_\_\_\_\_  
 Authorized Official  
 Clayton H. Wilder  
 Administrator

The following revised budget is approved:

<b>Budget Category</b>	<b>Current Approved Budget</b>	<b>Difference</b>	<b>New Approved Budget</b>
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$93,303.80	(\$214.55)	\$93,089.25
Expenses	\$6,696.20	(\$1,285.45)	\$5,410.75
Operating Capital	\$0.00	\$1,500.00	\$1,500.00
Indirect Costs	\$0.00	\$0.00	\$0.00
<b>Total Project Costs</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
	<b>Federal</b>	<b>Match</b>	<b>Total Funds</b>
<b>New Approved Budget</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>

**NOTE:** Retain this grant Adjustment Notice as part of official project records.

Application Ref	2016-JAGC-2801
Contract	2016-JAGC-PALM-2-H3-048

Adjustment Number: 1

Grant Number: 2016-JAGC-PALM-2-H3-048

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Attachment # 1

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**OCJG Adjustment Memo:**

1. The grant period is revised to reflect an End Date of October 31, 2016.
2. The revised budget and narrative reflecting line item changes in the Contractual Services and Expenses categories are approved.
3. The financial and performance reporting frequency change has been approved.

**NOTE:** Retain this grant Adjustment Notice as part of official project records.

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Application Ref	2016-JAGC-2801
Contract	2016-JAGC-PALM-2-H3-048

This adjustment is being submitted to purchase equipment to facilitate training of law enforcement agencies throughout Palm Beach County. The need for this equipment was not realized at the commencement of the grant. Many of the training locations are now equipped with large screen televisions or electronic smart boards that require HDMI connections. The laptop currently being used for training does not meet these requirements. There is also a need for more than one USB connection that will be addressed by the purchase of a docking station.

In addition, we are requesting to extend the grant for one month to purchase equipment and expend salary dollars.

By electronically submitting this adjustment, I hereby certify that I have reviewed the changes and find them necessary for program activities. I am the signing authority or have been delegated as such by the appropriate official. Information regarding the signing authority is available for review.

**Electronically Signed By:**

Date 09/07/2016

***Kristina Henson***

**Authorized Official or Designated Representative**

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

  
**COUNTY ATTORNEY**

Application Ref # 2016-JAGC-2801

Contract 2016-JAGC-PALM-2-H3-048

**General Project Information**

**Project Title:** LAW ENFORCEMENT EXCHANGE  
**Subgrant Recipient:** Palm Beach County Board of Commissioners  
**Implementing Agency:** Palm Beach County Criminal Justice Commission  
**Project Start Date:** 10/1/2015      **End Date:** 10/31/2016

**Problem Identification**

Palm Beach County has over 25 law enforcement jurisdictions which leads to difficulties in data sharing, information sharing, and presents investigative coordination problems. Numerous times data, information and investigations involve similar suspects and crimes unknown to all the participating law enforcement agencies. To address these issues, Palm Beach County initiated the LEX project in 2004. This initial data sharing project has developed into a mature data sharing initiative that is part of the state FLEX program.

Once the data sharing hurdle was passed, the LEX project expanded. This expansion has led to a comprehensive program adopted by all of the Chiefs of Police and the Sheriff's Office in Palm Beach County. This comprehensive program includes:

- Data sharing
- An information sharing process through a Bulletin system
- Five (5) Regional intelligence sharing meetings per month
- Case de-confliction
- Crime trends and pattern identification
- Moving crime information into law enforcement action

To better address the financial requirements of the LEX expansion, the Chiefs of Police and Sheriff's Office in Palm Beach County created a non-profit organization called Palm Beach County Law Enforcement eXchange, Inc. (LEX). The LEX organization was created to establish an efficient and effective technology-enabled law enforcement enterprise system for enhancing the safety, security and quality of life for law enforcement personnel and citizens, under Florida Statute 163.63. The LEX Board of Directors (Chiefs of Police and Sheriff's Office of Palm Beach County) need an executive level position to coordinate the activities of the enhanced LEX program. Prior to the Director position there was no coordination on a countywide, multi-jurisdictional basis for regional intelligence sharing meetings, de-confliction, crime trends and pattern identification, and data sharing and information sharing issues.

Crime and technology to combat crime is rapidly advancing. System security must be continually evolving to stay ahead of these advancements. New data, functionality and security must be added to the LEX enterprise system in response to new crime trends, user requirements and the FBI's CJIS Security Policies. The LEX Countywide Program Director position is needed to facilitate this input and coordinate with the appropriate agency executives and technical staff to ensure the proper communication and timely implementation of the priorities established.

This application is a continuation of previous grant funding of the LEX project. As we meet and train officers countywide on LEX, additional data sources and new functionality is being identified for optimizing and enhancing the data sharing system.

One critical data source identified is the Palm Beach County Intelligence Crime Bulletin data. This data is critical for officers to quickly view and identify suspects involved in criminal activity throughout Palm Beach County. New functionality such as a global search feature, have allowed officers to query data in agencies Records Management Systems, Bulletins and Regional Intelligence Meeting Reports simultaneously.

This capability is extremely valuable and is being piloted as a proof of concept before being integrated into the LEX system. Once implemented, the LEX Countywide Program Director will need to update the training program, syllabuses and documentation accordingly. New policies for dealing with mobile devices are forthcoming and will need to be incorporated into the LEX system, policies and training.

Additional relationships will need to be cultivated with border counties, other regions, and State agencies such as the Florida Highway Patrol, Florida Fish and Wildlife, Florida Department of Law Enforcement and the States Attorney's offices. We wish to now include sharing our data with our Federal partners including the Secret Service, FBI, U.S. Customs, DEA, ICE and Customs and Border Patrol. The LEX model will be introduced as the vehicle for a streamlined approach to law enforcement data and information sharing.

### **Project Summary (Scope of Work)**

The countywide LEX consultant, or Project Director, was established by the non-profit LEX Board of Directors on June 2, 2014 with SIMON Subgrant # 2014-JAGC-PALM-1-E5-214 and the approval of the State of Florida Data Sharing Steering Committee. This function/project has been wholly funded through federal grant funds. Palm Beach County will use grant funds to will continue to provide overall Countywide coordination for the LEX Program. The position will continue to evaluate priorities with the organization and technical staff to stay abreast of security, technology and system user requirements. Additionally, the position will continue to oversee and present the training to three specific user groups, Road Patrol, Investigations, and Analysts. Continuous training methods will be implemented including outreach to the Police Academy offering for the LEX model to be taught to recruit officers.

The Program Director position will continue to assess and share the crime trends and patterns throughout Palm Beach County. The position will oversee and assist with the continued de-confliction of cases throughout Palm Beach County and the Palm Beach Regional Fusion Center. This position will reach out to other data sharing entities to demonstrate the LEX model and integrate the LEX system with other data sharing systems at the regional, State, and Federal level.

The LEX Program continues to be the catalyst of countywide criminal justice interaction and data sharing. LEX System security must be continually evolving to stay ahead of these advancements.

The Program Director has solidified the communications and participation in the Regional Intelligence meetings on a monthly basis. Part of the communication assurances is a new training program that simplified the new LEX 3.0 training that began Countywide in April of 2015.

Additional objectives and measures for the LEX Program Director position will be as follows:

- Continue to oversee and communicate with the agencies uploading data into LEX
- Document the increased number of Officers Trained in LEX
- Pre and post testing scores, identifying a clear countywide understanding of the system
- Document the Number of new users to LEX
- Document the Number of new users to FINDER
- Document the Number of Queries run
- Document the Number of bulletins and RIM reports entered
- Documentation and recognition of accomplishments with the LEX Data Sharing system
- Author and present the Advanced LEX /FINDER Training Outline and program
- Direct and solicit input from users groups on programming changes to the system.
- Identify and solicit additional funding sources for long term sustainability of the program
- Oversee and identify a five-year plan for capital necessities
- Monitor and maintain LEX Performance Timeline
- Continue to work on getting all County agencies that are able to upload RMS data into the LEX system
- Continue to update the agencies in new technology and upgrades in the LEX system.
- Begin expanding LEX by developing relationships and MOU's with outside agencies and vendors with a direct interest in Palm Beach County

This position will also monitor efforts and tasks working with local agency representatives from Broward, Miami-Dade, Palm Beach and Monroe Counties, vendors, the Southeast Florida Fusion Center, the Broward Sheriff's Office and the Florida Department of Law Enforcement. The LEX Countywide Program Director will also coordinate with these representatives in maintaining and updating leadership on information sharing supported by the LEX project; and recommends policies, rules and guidelines for the efficient and effective use of resources. This position will also ensure that all LEX established project criteria and deliverables are met. As needed, the LEX Countywide Program Director will verify and report on implementation. The Director seeks to serve as a member of the statewide Data Sharing Consortium.

Documentation will consist of timesheets and paystubs to support costs. Deliverables and minimum performance will be accounted for through supervisor attestations certifying the specific deliverables and minimum performance for services were received.

The Project Director's activities and minimum performance will be overseen and managed by the Palm Beach County Criminal Justice Commission. All materials, reports, documents, etc. created as a result of this grant must adhere to state and federal requirements and be available for review during grant monitoring.

A copy of all material, curriculum, policies or guidance developed for distribution, dissemination communication or training purposes must be provided to FDLE for pre-approval in accordance with the standard conditions.

The deliverable for this agreement is the quarterly performance of the tasks and activities described in the scope of work in accordance with the local agency contractual agreement and/or position description. Palm Beach County will request reimbursement of allowable costs identified in Section 4, pages 1-3 on a quarterly basis.

The docking station and laptop will be used facilitate training of law enforcement agencies throughout Palm Beach County.



Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

Attachment # 1  
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Application Ref # 2016-JAGC-2801

Section #2 Page 4 of 5

Contract 2016-JAGC-PALM-2-H3-048

Section Questions:

- Question: What percentage of the total cost of this project is being funded by sources other than this award?  
Answer: 0
- Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)  
Answer: Palm Beach County
- Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the most recent census)?  
Answer: 1320134
- Question: What is the address of the location being used to provide services for this project?  
Answer: 301 North Olive Avenue  
West Palm Beach, Florida 33401
- Question: Describe your agency. (e.g., non-profit, community based, government)  
Answer: County Government
- Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?  
Answer: Yes
- Question: What is the Operating Capital Outlay threshold used by the subgrantee?  
If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.  
Answer: 1,000
- Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?  
Answer: No
- Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?  
Answer: No
- Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?  
Answer: No
- Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.  
Answer: No

**General Performance Info:**

**Performance Reporting Frequency:** Monthly

**Federal Purpose Area:** 01 - Law Enforcement (Includes Task Forces)

**State Purpose Area:** 1G - General Questions

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**Objectives and Measures**

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**Objective:** General Questions - General Questions for All Recipients

**Measure:** General 01

Will your organization be using the crimesolutions.gov website during the grant period regardless of JAG funding? Crimesolutions.gov provides information on several crime reduction and prevention programs and practices.

**Goal:** No

**Measure:** General 02

Will your organization be using the The National Training and Technical Assistance Center (NTTAC) during the grant period, regardless of JAG funding? The NTTAC serves as BJA's training and technical assistance center. You can find resources, tools, webinars, and TTA support on a variety of criminal justice issues and initiatives.

**Goal:** No

**Measure:** General 03

Will your organization be using the NCJP.org website during the grant period, regardless of JAG funding? NCJP.org contains resources to support strategic planning, program development, and implementation of evidence-based policy and practice.

**Goal:** No

**Measure:** General 04

Will your organization be using the Evidence-Based Policing Matrix during the grant period regardless of JAG funding? The Evidence-Based Policing Matrix provides information on evidence-based practices for law enforcement.

**Goal:** No

**Measure:** General 05

Will your organization be using the What Works in Reentry Clearinghouse during the grant period regardless of JAG funding? The clearinghouse provides research on the effectiveness of reentry programs and practices.

**Goal:** No

**Measure:** General 06

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Application Ref # 2016-JAGC-2801

Section #3 Page 1 of 9

Contract 2016-JAGC-PALM-2-H3-048

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Will your organization be using Research to Practice during the grant period regardless of JAG funding? Research to Practice promotes the dissemination of research on drug courts to practitioners and policymakers.

Goal: No

Measure: General 07

Will your organization be using any other resources during the grant period regardless of JAG funding? If yes, please describe them.

Goal: N/A

Measure: General 08

During the grant period, will your agency conduct or sponsor (with or without JAG funds) a survey or focus group of citizens on any of the following topics? Enter all that apply from the following list: Public satisfaction with police services; public satisfaction with prosecution services; public satisfaction with public defender/indigent defense services; public satisfaction with courts; public perceptions of crime/disorder problems; personal crime experiences of citizens; none of the above; unsure/don't know.

Goal: No.

Measure: General 09

During the grant period, which of the following community activities will your organization be involved in, with or without JAG funds and how often will they each occur (yearly, monthly, etc.)? Choose from the following list: Hosting community meetings; attending community meetings; distributing a newsletter, e-mail, or other bulletin; attending community events; conducting social media activities; conducting outreach to minority populations; other (please describe)

Goal: N/A

Measure: General 10

Law Enforcement Agencies ONLY: In which of the following ways has your agency fostered community involvement in the last year? Enter all that apply from the following list: Citizen Review Board or other review board with citizen representation, Citizen's Police Academy, Internships for university or high school students, Volunteer Program, Auxiliary police officer program, Police Cadet Program, k-12 school programs, Youth Athletic Programs, Other (please Describe), None of the above, Unsure/Don't know.

Goal: N/A

Measure: General 11

Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

Goal: -Document the increased number of Officers Trained in LEX  
-Document the Number of new users to LEX  
-Document the Number of new users to FINDER  
-Document the Number of Queries run  
-Document the Number of bulletins and RIM reports entered

Measure: General 12  
Are the subrecipient and implementing agency aware that they will be required to report on the status of the identified goals during each reporting period?

Goal: Yes

Measure: General 13  
Describe any barriers you may encounter which may prevent you from achieving your identified goal(s).

Goal: Administrative Delays

Measure: General 14  
Are you aware that the Office of Criminal Justice Grants encourages recipients to report on any noteworthy accomplishments, success stories, or program results that they would like to showcase?

Goal: Yes.

**State Purpose Area:** 4T - Training

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**Objectives and Measures**

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**Objective:** Attending Training - Questions for all recipients attending training.

Measure: Training A1  
If your staff will attend training with JAG funds during the grant period, what type of training will they attend? If more than one training will be attended, answer for each separately. Answer from the following list: Certification Training, In-service/annual training, skill building, leadership/management, conference, other (please describe).

Goal: Certification Training, Leadership/Management, and Executive Conference

Measure: Training A2  
Provide a short description of the training/conference which will be attended with JAG funds. If more than one training/conference will be attended, describe each separately.

Goal: CJIS: Conference where discussions and training on Criminal Justice data sharing requirements and security issues are decided and discussed

FPCA: Conference for Law Enforcement Executives with training on new data

sharing trends to include vendors of new technology displaying their product

IACP: National Conference where national Law Enforcement Executives intelligence and technology issues are demonstrated

**Measure:** Training A3

If your staff will attend a training/conference with JAG funds during the reporting period, how many hours will the training course last? A one day course is typically classified as an 8-hour course while a week long course is typically classified as a 40-hour course. If more than one, describe each separately.

**Goal:** Florida Criminal Justice Information Sharing Symposium: 24 hours

Florida Police Chiefs Association Conference:  
32 hours

International Police Chiefs Association Conference: 32 hours

**Measure:** Training A4

If your staff will attend training/conference during the reporting period, how many individuals will attend the training/conference using JAG funds? If more than one training/conference was attended, answer for each separately.

**Goal:** 1 person for each event

**Objective:** Developing Training - Questions for recipients developing training.

**Measure:** Training D1

If your organization will develop a training course/curriculum during the grant period, what type of training will be developed? If you will develop more than one training/conference, list each separately. Answer from the following list: Certification Training, In-service/annual training, skill building, leadership/management, conference, other (please describe).

**Goal:** Skill Building: User of the LEX system will learn the proper functions and queryable systems in production in LEX

Leadership/Management: Data Brokers and management of LEX will learn how to use and manage the systems in production in LEX

In-service/annual training: In service training for Road Patrol and Investigators in the upgrades in Global search and Notification systems in production in LEX

**Measure:** Training D2

Describe any training course/curriculum your organization will develop during the grant period. If you will develop more than one, describe each separately. Please include the targeted audience, primary sources used in development of your curriculum, and a brief overview.

Goal: LEX 3.2 Trng Manual for Road Patrol and Inv: Trng updates on the use and application of the LEX 3.2 system that offers a global search tool capability

LEX 3.2 Adv LEX Users Trng Manual: produce a manual for all users of the LEX system will better understand the upgrades to the LEX system which offers a global search tool capability and a notification system. Will also instruct the certified agency employees on the use of ALPR queryable systems proposed by LEX

Measure: Training D3

If your organization will develop a training/conference during the grant period, how many hours will the training/conference course be designed to last? A one day course is typically classified as an 8-hour course while a week long course is typically classified as a 40-hour course. If your organization will develop more than one training/conference course, answer for each separately.

Goal: 2 hours  
8 hours

Measure: Training D4

What is the intended mode of delivery for your training course/curriculum? If you will develop more than one training course/curriculum, answer for each separately. Choose all that apply from the following list: Classroom based, web based, prerecorded, self study, other (please describe)

Goal: Classroom Based  
Pre-recorded Video Training

**Objective:** Hosting Training - Questions for recipients hosting training.

Measure: Training H1

If you will host a training/conference with JAG funds during the grant period, what type of training/conference will be hosted? If more than one training/conference will be hosted, answer for each separately. Answer from the following list: Certification Training, In-service/annual training, skill building, leadership/management, conference, other (please describe).

Goal: In-Service / Skill building training: The Countywide Operations Director is delivering 1.5 hours of operational training for the LEX system. This training includes a pretest; post test; evaluation and issuance of Certificates of Completion

Measure: Training H2

Provide a short description of the training/conference to be hosted with JAG funds. If more than one training/conference will be hosted, describe each separately.

Goal: The training consists of a 1 hour Powerpoint presentation that includes a pre test; post test; and evaluation. There is a 1/2 hour live demonstration of the system and users are allowed to challenge and query items, ask questions

and make recommendations to LEX. User manuals are handed out; quick reference guide flyers are handed out, and a review of the operations noted in the documents is complete.

**Measure:** Training H3

If you will host a training/conference with JAG funds during the grant period, approximately how many employees from within your organization will attend the training/conference? If you will host more than one training/conference, list each separately.

**Goal:** 3

**Measure:** Training H4

If you will host a training/conference with JAG funds during the grant period, approximately how many individuals from outside of your organization will attend the training/conference? If you will host more than one training/conference, list each separately.

**Goal:** 500

**Measure:** Training H5

If you will host a training/conference with JAG funds during the grant period, how many hours will the training/conference course last? A one day course is typically classified as an 8-hour course while a week long course is typically classified as a 40-hour course. If you will host more than one training/conference, answer for each separately.

**Goal:** Road Patrol Training: 1 1/2 hours  
Advanced LEX 3.1 Training: 4 hours

**Measure:** Training H6

If you will host a training/conference with JAG funds during the grant period, will you use a standard evaluation instrument to evaluate your training/conference? If you will host more than one training/conference, answer for each separately.

**Goal:** The training consists of a 1 hour Powerpoint presentation that includes a pre test; post test; and evaluation. There is a 1/2 hour live demonstration of the system and users are allowed to challenge and query items, ask questions and make recommendations to LEX.

**State Purpose Area:** R25 - Questions for recipients of an award \$25,000 or more.

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**Objectives and Measures**

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**Objective:** LE Program - Program specific law enforcement questions for recipients of an award \$25,000 or more.

**Measure:** LE07

During the grant period, will you operate a law enforcement program partially or fully funded by JAG funds? If yes, what is the name of that



program? If you are operating more than one program, include the names of each one.

Goal: Partially; Palm Beach County Law Enforcement Exchange (LEX)

Measure: LE08

During the grant period, will you operate a task force partially or fully funded by JAG funds? If yes, what is the name of the program? If you are operating more than one program, include the names of each one.

Goal: No

Measure: LE09

If you will operate a program or task force with JAG funds during the grant period, what percentage of the program's total costs will be paid for with sources other than this JAG award? If you will operate more than one program, answer for each separately.

Goal: 30%

Measure: LE10

If you will operate a program or task force with JAG funds during the grant period, what was the initiation year of that program, regardless of when it received JAG funding? If you operated more than one program, answer for each separately.

Goal: 2008

Measure: LE11

Are you or a partner planning to conduct an evaluation of your program or task force? If you will operate more than one program, answer for each separately.

Goal: YES, the Palm Beach County Criminal Justice Commission

Measure: LE12

If you or a partner are planning to conduct an evaluation of your program or task force, are you aware that you will be required to report on the status of that evaluation?

Goal: Yes, The Criminal Justice Commission mandates quarterly reports on the status and deliverables from the program

Measure: LE13

If you will operate a program or task force with JAG funds during the grant period, which of the following violent crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All violent crime in the jurisdiction, Homicide, Human Trafficking, Domestic Violence, Child Abuse, Child Pornography and Exploitation, Sexual Assault, Terrorism, None of the above.

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Goal: All crime in the Counties jurisdiction.

Measure: LE14

If you will operate a program or task force with JAG funds during the grant period, which of the following property crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All Property Crime in the Jurisdiction, Auto theft, Burglary.

Goal: All Property Crime in the Jurisdiction

Measure: LE15

If you will operate a program or task force with JAG funds during the grant period, which of the following societal crimes/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: Drug crime, Prescription drug crime, Disorder/quality-of-life incidents, Prostitution, Cybercrime, White-collar crime, Healthcare fraud, Status offenses (truancy, underage drinking, etc.), None of the above.

Goal: All of the above

Measure: LE16

If you will operate a program or task force with JAG funds during the grant period, which of the following general crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All crime in the jurisdiction, Hate crime, Gun Crime, Traffic violations/crashes, Other (please describe).

Goal: All crime in the jurisdiction

Measure: LE17

If you will operate a program or task force with JAG funds during the grant period, who is the target population. If you will operate more than one program, answer for each separately. Choose all that apply from the following list: Adults, Elderly, Gangs, Juvenile Delinquents, Children of incarcerated/justice-involved parents, Drug-endangered children, Persons with mental illness, All victims, Other (please describe).

Goal: All victims

Measure: LE18

If you will operate a program or task force with JAG funds during the reporting period, what is the primary target area of that program or task force? If you will operate more than one program, answer for each separately. Choose from the following list: Specific landmark or place (mall, park, theater), hot spots (a number of blocks or street segments that have been identified as experiencing a disproportionate share of the jurisdiction's problem), entire jurisdiction, multi-jurisdictional/cross jurisdictional.

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Goal: Entire jurisdiction, multi-jurisdictional/cross jurisdictional

Measure: LE19

If you will operate a program or task force with JAG funds during the reporting period, will that program focus efforts around any of the following models? If you will operate more than one program, answer for each separately. Choose all that apply from the following list: Community oriented approach, problem solving approach, geographic focus, high-rate offender focus, high-rate group/gang focus, Procedural justice, Unsure/Don't know, Other (please describe).

Goal: All of the above

--	--

**General Financial Info:**

**Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.**

Financial Reporting Frequency for this Subgrant: Monthly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000785

**Budget:**

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$93,089.25	\$0.00	\$93,089.25
Expenses	\$5,410.75	\$0.00	\$5,410.75
Operating Capital Outlay	\$1,500.00	\$0.00	\$1,500.00
Indirect Costs	\$0.00	\$0.00	\$0.00
<b>-- Totals --</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
<b>Percentage</b>	<b>100.0</b>	<b>0.0</b>	<b>100.0</b>

**Project Generated Income:**

Will the project earn project generated income (PGI) ? No

[Empty rectangular box]

**Budget Narrative:**

LEX Countywide Program Consultant - \$100,000.00

Palm Beach County will use funds for the LEX consultant to evaluate priorities with the organization and technical staff to stay abreast of security, technology and system user requirements. The consultant will oversee and assist with the continued de-confliction of cases throughout Palm Beach County and the Palm Beach Regional Fusion Center. This position will work and coordinate with other data sharing entities to demonstrate the LEX model and integrate the LEX system with other data sharing systems at the regional, State and Federal level. Palm Beach County will contract with LEX adhering to the Palm Beach County purchasing policies and procedures. LEX will be funded on a reimbursement basis and will provide a monthly invoice and quarterly progress reports once the services have been delivered. Anything over the allotted amount will be the responsibility of Palm Beach County.

Attend CJIS, FPCA and IACP Conferences to stay abreast of data/information sharing best practices.

Average consultant rate of \$46.19 X 2016 Hours = \$93,089.25  
(Documentation: timesheets and paystubs)

Estimated Expenses: \$5,410.75

IACP Conference Total= \$2,081.27 (To Include the following):

Hotel \$219 pn x 5 \$1,094.21  
Registration \$ 350.00  
Airfare & rental vehicle \$ 306.95  
Per Diem \$ 193.00  
Local Transportation \$ 137.11

CJIS Training Total= \$1,066.92 (To Include the following):

Hotel \$145.33 pn x 3 \$436.00  
Registration \$230.00  
Mileage 360 miles \$201.60  
Vicinity Mileage 80 miles \$44.80  
Per Diem \$143.00  
Tolls \$11.52

FPCA Training Total = \$1,952.56 (To Include the following):

Hotel \$209 pn x 6 \$1,254.00  
Registration \$ 300.00  
Mileage 312 miles \$ 174.72  
Vicinity Mileage 14 miles \$ 7.84  
Per Diem \$ 91.00  
Parking \$ 125.00

(Travel Expense Documentation: receipts to include registration, hotels, parking, and tolls. Also conference/training schedule. Per Diem is calculated based on policy allowing \$7 per breakfast, \$11 per lunch, and \$22 per dinner. Mileage is \$.56 per mile)

Docking Station \$310.00

**Budget Narrative (Continued):**

Operating Capital Outlay: \$1,500.00

1 14" LCD Laptop approx. \$1,500.00

(Three estimates were received and the lowest cost was selected.)

TOTAL \$ 100,000

Section Questions:

Question: If the budget contains salaries and benefits, will this project result in a net personnel increase, or continue to fund a prior federally grant funded net personnel increase?

Answer: No

Question: If Expenses or Operating Capital Outlay are included in your budget, what will be the method of procurement for those items? (e.g., competitive bid, sole source, state term contract)

Answer: N/A

Question: If indirect cost is included, explain the indirect cost plan. Provide documentation of approval.

Answer: N/A

Question: If contractual services in the budget are based on unit costs, provide a definition and breakdown of cost for each service. Include the methodology for the unit cost plan and when it was approved.

Answer: N/A

**AMENDMENT 001 TO AND REINSTATEMENT OF CONTRACT  
BETWEEN PALM BEACH COUNTY AND PALM BEACH COUNTY LAW  
ENFORCEMENT EXCHANGE, INCORPORATED  
FOR PROFESSIONAL SERVICES**

**THIS AMENDMENT 001 TO AND REINSTATEMENT OF CONTRACT** (the "First Amendment") is made and entered into by and between Palm Beach County, a political subdivision of the State of Florida ("County") and Palm Beach County Law Enforcement Exchange, Incorporated (LEX), a not-for-profit corporation authorized to do business in the State of Florida, (herein referred to as the "Service Provider") whose Federal ID No. is 32-0276271.

**WITNESSETH:**

**WHEREAS**, County and Service Provider entered into a Contract dated March 1, 2016 (R2016-0273) wherein County agreed to provide \$100,000 of Edward Byrne Memorial Justice Assistance Grant (JAG) Program funds to support the Criminal Justice Commission's existing Countywide LEX Program Director to provide overall coordination for the LEX project. The LEX project allows agencies throughout the county to communicate on all levels and to enhance public safety in Palm Beach County through interagency collaboration; and

**WHEREAS**, the original term of the Contract ended September 30, 2016, but Service Provider requested a one-month extension; and

**WHEREAS**, County and Service Provider desire to reinstate the Contract and extend the term for one month, requiring an amendment to the Budget referenced in Article 3 (Payments to the Service Provider), said Budget marked as Exhibit "B" in the Original Contract, authorizing adjustments in the line item budget of up to 10% of the total contract price; and

**WHEREAS**, the County and the Service Provider acknowledge and agree that during the period from September 30, 2016, until the Effective Date of this First Amendment, the parties were and are bound by the terms of the Contract.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements hereinafter set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Contract.
2. Article 2 (Schedule) of the Original Contract is hereby modified to provide that the Term of the Contract shall expire October 31, 2016, unless further extended by written amendment to this Contract.
3. Article 1 (Services), referencing the Service Provider's responsibilities and the term of the Original Contract as referenced in Exhibit "A" to the Original Contract is revised, as reflected Exhibit "AA-01" attached hereto. **Exhibit "A" to the Original Contract will be replaced in its entirety by Exhibit "AA-01" attached hereto and made a part hereof.**
4. **Exhibit "B" in the Original Contract will be replaced in its entirety by Exhibit "BB-01" attached hereto, and made a part hereof.**

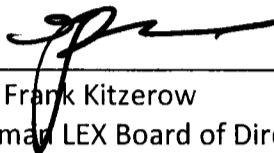


Except as modified by this First Amendment, the Contract remains unmodified and in full force and effect in accordance with the terms thereof, and the County and the Service Provider hereby ratify, confirm, and adopt the Contract as amended hereby.

This First Amendment is expressly contingent upon the approval of the County and shall become effective only when signed by all parties and approved by, or on behalf of by a person with delegated authority, the Palm Beach County Board of County Commissioners (the "Effective Date of the First Amendment").

**IN WITNESS WHEREOF**, the Service Provider and the County have caused this First Amendment to be executed on the date first above written.

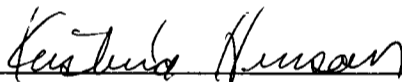
**PALM BEACH COUNTY LAW ENFORCEMENT  
EXCHANGE, INCORPORATED**

By:   
Chief Frank Kitzerow  
Chairman LEX Board of Directors

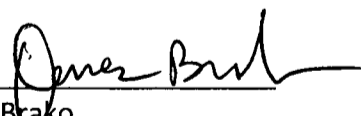
(SEAL)

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

**FOR ITS BOARD OF COUNTY  
COMMISSIONERS**

By:   
Kristina Henson, Executive Director  
Criminal Justice Commission

Approved as to Form and  
Legal Sufficiency

By:   
James Brako  
Assistant County Attorney

Approved as to Terms and Conditions  
Criminal Justice Commission

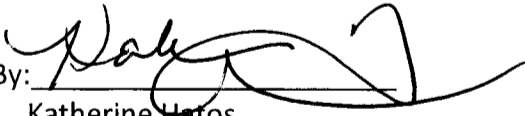
By:   
Katherine Hatos  
Senior Criminal Justice Analyst

EXHIBIT "AA-01"

SCOPE OF WORK

Scope of Work - Contract between Palm Beach County and Palm Beach County Law Enforcement eXchange, Inc.  
Effective Date: October 1, 2015 – October 31, 2016

**Background**

The Palm Beach County Law Enforcement eXchange, Inc. (LEX) is an organization created to establish an efficient and effective technology-enabled law enforcement enterprise system for enhancing the safety, security and quality of life for law enforcement personnel and citizens. The LEX organization is comprised of criminal justice agencies sharing information through a formalized network. There are over 25 law enforcement jurisdictions in Palm Beach County. Due to the vast size, the LEX project was initiated to allow agencies throughout the county to communicate at the street and case level. It is designed to create inter-agency collaboration in an effort to enhance public safety in Palm Beach County. This sharing of information enables different agencies to work together and have immediate access to case information.

The LEX Countywide Program Director position established by the non-profit LEX Board of Directors will continue to provide overall Countywide coordination for the LEX Program. The position will continue to evaluate priorities with the organization and technical staff to stay abreast of security, technology and system user requirements. Additionally, the position will continue to oversee and present the training to three specific user groups, Road Patrol, Investigations and Analysts. Continuous training methods will be implemented including outreach to the Police Academy offering for the LEX model to be taught to Police Academy recruit officers.

The Program Director position will continue to assess and share the crime trends and patterns throughout Palm Beach County. The position will oversee and assist with the continued de-confliction of cases throughout Palm Beach County and the Palm Beach Regional Fusion Center. This position will reach out to other data sharing entities to demonstrate the LEX model and integrate the LEX system with other data sharing systems at the regional, State and Federal level.

**Service Provider shall:**

- Continue to oversee and communicate with the agencies uploading data into LEX
- Document the increased number of Officers Trained in LEX
- Pre and post testing scores, identifying a clear countywide understanding of the system
- Document the Number of new users to LEX
- Document the Number of new users to FINDER
- Document the Number of Queries run
- Document the Number of bulletins and RIM reports entered
- Documentation and recognition of accomplishments with the LEX Data Sharing system
- Author and present the Advanced LEX /FINDER Training Outline and program
- Direct and solicit input from users groups on programming changes to the system.
- Identify and solicit additional funding for the program
- Oversee and identify a five-year plan for capital necessities
- Monitor and maintain LEX Performance Timeline
- Continue to work on getting all County agencies that are able to upload RMS data into the LEX system
- Continue to update the agencies in new technology and upgrades in the LEX system.
- Begin expanding LEX by developing relationships and MOU's with outside agencies and vendors with a direct interest in Palm Beach County

First Amendment

EXHIBIT "BB-01"

**SCHEDULE OF PAYMENTS**

The SERVICE PROVIDER will bill the COUNTY on a monthly basis, or as otherwise provided, at the amounts set forth below for services rendered toward the completion of the Scope of Work. Where incremental billings for partially completed items are permitted, the total billings shall not exceed the estimated percentage of completion as of the billing date.

<b>A. PERSONNEL: Salaries and Benefits</b>	
1. <i>LEX Countywide Program Director</i>	\$93,089
<b>SUB-TOTAL PERSONNEL</b>	<b>\$93,089</b>
<b>B. OPERATIONAL EXPENSES</b>	
1. <i>Travel</i>	\$5,101
2. <i>Supplies</i>	\$310
<b>SUB-TOTAL OPERATIONAL</b>	<b>\$5,411</b>
<b>C. CAPITAL EXPENSES</b>	
1. <i>Equipment</i>	\$1,500
<b>SUB-TOTAL CAPITAL</b>	<b>\$1,500</b>
<b>TOTALS</b>	
<b>A. PERSONNEL: Salaries and Benefits</b>	<b>\$93,089</b>
<b>B. OPERATIONAL EXPENSES</b>	<b>\$5,411</b>
<b>C. CAPITAL EXPENSES</b>	<b>\$1,500</b>
<b>TOTAL PROJECT BUDGET</b>	<b>\$100,000</b>



Attachment # 3  
Page 1 of 1

**County Administration**  
P.O. Box 1989  
West Palm Beach, FL 33402-1989  
(561) 355-2030  
FAX: (561) 355-3982  
www.pbcgov.com

May 4, 2016

Florida Department of Law Enforcement (FDLE)  
Office of Criminal Justice Grants  
PO BOX 1489  
Tallahassee, Florida 32302-1489

■  
**Palm Beach County  
Board of County  
Commissioners**

Re: Edward Byrne Memorial Justice Assistance Grant (JAG)  
Program - Signature Authority Designation  
Contract No. 2016-JAGC-PALM-2-H3-048  
Contract No. 2016-JAGC-PALM-1-H3-211

Mary Lou Berger, Mayor  
Hal R. Valeche, Vice Mayor  
Paulette Burdick  
Shelley Vana  
Steven L. Abrams  
Melissa McKinlay  
Priscilla A. Taylor

To Whom It May Concern:

I am writing to extend signature authority to Mrs. Kristina Henson, Executive Director of the Palm Beach County Criminal Justice Commission, to execute all documents for the Florida Department of Law Enforcement, Edward Byrne Memorial Justice Assistance Grant. This authorization includes submitting grant applications, grant adjustments and reports electronically. This also includes the authority to execute all necessary forms and documents related to this grant project.

**County Administrator**  
Verdenia C. Baker

If you have any questions, please feel free to call Mrs. Henson at (561) 355-4943.

Thank you for your cooperation and attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Verdenia C. Baker".

Verdenia C. Baker  
County Administrator

Cc: Kristina Henson, CJC Executive Director

"An Equal Opportunity  
Affirmative Action Employer"

printed on recycled paper



Attachment # 4  
Page 1 of 1

**CRIMINAL JUSTICE COMMISSION  
INTEROFFICE MEMORANDUM**

**TO:** Verdenia Baker  
County Administrator

**THRU:**  Jon Van Arnam  
Deputy County Administrator

**FROM:** Kristina Henson, Executive Director  
Criminal Justice Commission



**DATE:** October 24, 2016

**RE:** Signature Authority - Contract Amendments - Palm Beach County Law Enforcement Exchange

On March 1, 2016 the Board of County Commissioners authorized the County Administrator or her designee to execute any amendments relating to a contract between the County and the Palm Beach County Law Enforcement Exchange, Inc. (LEX) on behalf of the Board, after approval of legal sufficiency by the County Attorney's Office, and within budgeted allocations.

The purpose of this memorandum is to request that you designate me as your designee for the purpose as stated above.

If you agree, please sign below and return to me. Thank you for your consideration.

SIGNATURE AUTHORITY IS HEREBY GIVEN TO Kristina Henson, Executive Director of the Criminal Justice Commission, to execute contract amendments for the above referenced contract, on behalf of the Board, after approval of legal sufficiency by the County Attorney's Office, and within budgeted allocations.



Verdenia Baker, County Administrator