

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date:	September 12, 2017	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
		<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department

Submitted By: Community Services
Submitted For: Division of Senior Services

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Memorandum of Understanding (MOU) with Centro Campesino-Farmworker Center, Inc., with an expiration date of five (5) years from date of last signature, to coordinate a system for referring recipients of the Emergency Home Energy Assistance Program (EHEAP) services to the Weatherization Assistance Program (WAP).

Summary: The purpose of this MOU is to refer EHEAP clients for WAP services if needed. Centro Campesino-Farmworker Center, Inc. operates as the local agency for the Weatherization Assistance Program (WAP) for the Emergency Home Energy Assistance Program (EHEAP). Seniors who have received more than three (3) EHEAP benefits in an 18-month time frame and are homeowners may be referred to a WAP provider. The MOU details cooperative efforts and describes the actions that will be taken by both parties to assure coordination and referrals for EHEAP clients. **No County funding required.** (Division of Senior Services) Countywide (HH).

Background and Justification: As part of the EHEAP program, the Division of Senior Services is required to coordinate with the local WAP agency to develop a system by which seniors who have received more than three (3) EHEAP benefits in an 18-month time frame and are homeowners may be referred to a WAP provider. The WAP provides funds to improve the energy efficiency of the homes of low-income seniors. The MOU will ensure coordination of services, avoid duplication of assistance and increase the quality of services provided to senior participants.

Attachments: MOU with Centro Campesino-Farmworker Center, Inc.,

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Recommended By: James E. [Signature] 8/22/17
Department Director Date

Approved By: Nancy L. [Signature] 9/5/17
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	* 0				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes _____ No _____

Budget Account No.:

Fund _____ Dept _____ Unit _____ Object _____ Program Code _____ Program Period _____

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

* No Fiscal Impact.

C. Departmental Fiscal Review:

Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

Lisa Pines 8/25/17

OFMB AP DB
8/23 8/24

J. J. Jacobson 8/31/17

Contract Development and Control
8/31/17

B. Legal Sufficiency:

Shane C. Skrzyd

Assistant County Attorney

C. Other Department Review:

Department Director

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

**MEMORANDUM OF UNDERSTANDING
BETWEEN PALM BEACH COUNTY
AND
CENTRO CAMPESSINO FARMWORKER CENTER, INC.**

This Memorandum of Understanding is made on _____, 2017 between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as COUNTY, and the Centro Campesino-Farmworker Center, Inc., operating as the Weatherization Assistance Program for Hendry, Glades, Collier, Highlands, Hardee, Palm Beach, Broward and Okeechobee Counties, hereinafter referred to as CCFC.

1. Objectives:

- To maintain a climate of cooperation in order to achieve maximum efficiency and effectiveness; and
- To develop a coordinated system for referring recipients of the Emergency Home Energy Assistance Program (EHEAP) services for the Weatherization Assistance Program (WAP) services.

2. Under this agreement, the CCFC agrees to the following:

- To accept referrals from COUNTY through its Division of Senior Services (DOSS) for WAP services;
- Notify COUNTY DOSS when a referral cannot be served under the WAP program in order for COUNTY to implement additional referrals on behalf of the consumer; and
- Advise recipients who receive WAP services, by what means the COUNTY DOSS determines eligibility for EHEAP services.

3. Under this agreement, COUNTY agrees to the following:

- Identify clients who have received more than three (3) EHEAP benefits in the last eighteen (18) months and who are homeowners and refer them to CCFC; and
- Maintain records sufficient to document referrals.

4. Termination:

- This agreement may be terminated by either party upon no less than thirty (30) calendar days' notice, without cause, unless a different termination notice period is mutually agreed upon by both parties, in writing. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

5. Terms of Memorandum:

- This Memorandum of Understanding is effective on the date of the last agency signature. The Memorandum shall be reviewed and renewed every five (5) years. Amendments will be made as deemed necessary and agreed to by the signing parties.

6. COUNTY and CCFC will maintain copies of this signed agreement.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Contract on behalf of the COUNTY and AGENCY has hereunto set his/her hand the day and year above written.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

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


BOARD OF COUNTY COMMISSIONERS

BY: _____
Deputy Clerk

BY: _____
Paulette Burdick, Mayor

WITNESS:

AGENCY:




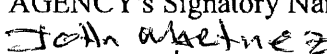
Signature

Centro Campesino- Farmworker
Center, Inc.

AGENCY's Name Typed

59-1460598
AGENCY's Federal ID Number



AGENCY's Signatory Name Typed

Executive Director.


AGENCY's Signatory Title Typed

APPROVED AS TO TERMS AND CONDITIONS:

LEGAL SUFFICIENCY

Department of Community Services

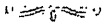
Assistant County Attorney

By: 

James Green, Department Director



**Centro Campesino
Farmworker Center**



Board of Directors

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President

Melanie Garman
VicePresident

Marco Tejada
Treasurer

Thomas Dorsey
Secretary

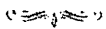
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Enrique Villaronga



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John Martinez
Executive Director

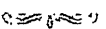
Maria Villacampa
CFO

Jorge Barrios
Director of Construction

Rennatta Delgado
Director

Mayra Rodriguez
Director

Marvin Diaz
Property Manager



CERTIFICATION OF AUTHORIZED REPRESENTATIVE

I hereby certify and resolve that John Martinez, Executive Director of Centro Campesino Farmworker Center, Inc. (CCFC) is the authorized representative on behalf of the organization and acting secretary for all banking purposes.

Ana Castilla,
Board President
Centro Campesino Farmworker Center, Inc. (CCFC)