

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: April 10, 2018

Consent
 Ordinance

Regular
 Public Hearing

Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Emergency Management

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: receive and file approved Florida Department of Health Emergency Medical Services (EMS) Section, Grants Unit Change Request in the amount of \$9,459.91 for EMS Grant ID Code C6050 to improve and expand EMS systems for the period December 20, 2017 through January 31, 2019.

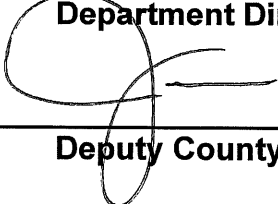
Summary: The County was awarded \$201,688 during the FY 2017-18 grant cycle from the State of Florida Department of Health, Bureau of EMS, to improve and expand the EMS systems. Unspent balance of \$6,940.62 from the previous FY 2016-17 grant cycle, Grant ID Code C5050, plus interest earned of \$2,519.29 for a sum total of \$9,459.91 will roll over into the FY 2017-18 grant cycle, Grant ID Code C6050 bringing the total to \$211,147.91. The grant funding may be used by the County or municipal agencies to purchase EMS equipment or provide training. On December 5, 2017, R2017-1847 authorized the County Administrator to sign the Grant Budget Change Request form for the EMS County Grant Award funds. **There is no ad valorem funding required.** Countywide (LDC)

Background and Justification: Pursuant to Florida Statutes, Chapter 401, Part II, the State of Florida Department of Health, Bureau of EMS has established an EMS Trust Fund, funded through a portion of every municipal and county moving violation fine including DUI convictions. The licensed EMS providers within Palm Beach County submit a proposal for training or equipment and reimbursement is provided by the County from their EMS Grant Fund. The proposals are reviewed by the staff of the Division of Emergency Management, Office of Emergency Medical Services, and Grant Review Committee of the EMS Advisory Council of Palm Beach County.

Attachments:

1. Florida Department of Health EMS Section, Grants Unit Grant Change Request
2. Resolution #2017-1847
3. Florida EMS County Grant ID Code C6050 Award Letter

Recommended By:  3/15/18
Department Director Date

Approved By:  4/5/18
Deputy County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Capital Expenditures					
Operating Costs	\$9,460				
External Revenues	(\$9,460)				
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	<u>0</u>				

ADDITIONAL FTE POSITIONS (Cumulative) _____

Is Item Included In Current Budget? Yes X No _____
 Does this item include the use of federal funds? Yes ___ No x

Budget Account Exp No: Fund 1425 Department 662 Unit 5230 Object various
 Rev No: Fund 1425 Department 662 Unit 5230 RevSrc 3429

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

Grant: EMS Public Safety
 Fund: EMS Award-Grant Program
 Unit: EMS-Public Safety Grants

Departmental Fiscal Review: [Signature] 3/13/18

II. REVIEW COMMENTS

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

[Signature] 3/28/18
 9/12/21 OFMB [Signature] 3/27/18 7/3/19

[Signature] 4/4/18
 Contract Administration
 4/4/18 [Signature]

B. Legal Sufficiency:

[Signature]
 Assistant County Attorney

C. Other Department Review:

 Department Director

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



**Department of Public Safety
Division of Emergency Management**

20 South Military Trail
West Palm Beach, FL 33415
(561) 712-6400
FAX: (561) 712-6464
www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Melissa McKinlay, Mayor

Mack Bernard, Vice Mayor

Hal R. Valeche

Paulette Burdick

Dave Kerner

Steven L. Abrams

Mary Lou Berger

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

To: Verdenia C. Baker
County Administrator

Through: Jon Van Arnam
Deputy County Administrator

From: Stephanie Sejnoha, Director
Public Safety Department *Sejnoha*

Date: March 8, 2018

Subject: Signature Required for Florida Department of Health
Emergency Medical Services (EMS) grant change
request form.

Enclosed is the Grant Change Request Form that is required by the Florida Department of Health to spend funding that was rolled over from the previous grant year. According to the Florida Department of Health Bureau of Emergency Medical Services (EMS), "any unencumbered EMS county grant program funds as of the ending date of the grant, including interest, remaining in the assigned grantee account at the end of a grant period shall be reported to the department. The grantee will retain these funds in the EMS County grant account and include them in a budget revision request after receipt of approval of their next county grant application."

The County was awarded \$201,688 during the FY2017-18 grant cycle from the State of Florida Department of Health, Bureau of Emergency Medical Services (EMS), to improve and expand the EMS systems. There is a balance of \$6,940.62 from FY2016-17, and interest of \$2,519.29 this funding will roll over into the FY2017-18 grant cycle.

On August 13, 2013 the County Administrator or designee was authorized to execute standard agreements between the County and various governmental and non-governmental entities and to make non-substantive and administrative changes to EMS documents including acceptance of EMS Award Funding from the State, Inter-local agreements with municipal and County EMS providers.

Please sign the enclosed grant change request form and notify Sally Waite at swaite@pbcgov.org or call 712-6484 when they are ready for pick up. Should you have any questions, feel free to contact me at 712-6473.

Enclosure:

- 1) Department of Health Emergency Medical Services (EMS) grant change request form.

cc: Bill Johnson
Sally Waite



Florida Department of Health
 Emergency Medical Services Section, Grants Unit
CHANGE REQUEST FOR GRANT
 401.113(2) (a), Florida Statutes

Organization Name: Palm Beach County	Grant ID Code: C6050
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BUDGET LINE ITEMS	CHANGE FROM	CHANGE TO
Carry forward to C6050 unspent budget from ID Code C5050	\$0.00	\$6,940.62
Carry forward to C6050 unspent interest from ID Code C5050	\$0.00	\$2,519.29
Beginning budget of C6050	\$0.00	\$9,459.91
TOTAL BUDGET =	\$ 0.00	\$9,459.91

Justification for Change: This change request when approved provides state authorization to transfer the unencumbered budget of \$6,940.62 and interest of \$2,519.29 from the county's previous and now ended state EMS grant, ID Code C5050, to the current active county grant ID Code C6050. This retention by the county and transfer of funds is authorized by the state EMS county grant guidelines, which are incorporated by reference in Florida Administrative Code 64J-1.015. The applicable paragraph follows.

"Any unencumbered EMS county grant program funds as of the ending date of the grant, including interest, remaining in the assigned grantee account at the end of a grant period shall be reported to the department. The grantee will retain these funds in the EMS County Grant account and include them in a budget revision request after receipt of approval of their next county grant application."

After approval by the state, the transferred funds will have state spending authority under state EMS county grant C6050. The funds, which are already in county accounts, should then be made available by the county for expenditure for current line items in the approved budget of C6050, but use of these and any funds for new budget line items or significant changes in allocations must be requested by the county and approved by the state in additional change requests.

_____ Grantee Authorized Signature	_____ MMM DD YYYY
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Below Is for Use Only by State EMS

Approved: Yes <input type="checkbox"/>	No <input type="checkbox"/>	Change No.: 1
_____ State EMS Authorized Signature	_____ MMM DD YYYY	

RESOLUTION NO. R-2017-1847

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR OR DESIGNEE TO SIGN THE FY 2017-2018 ANNUAL EMS GRANT FUND APPLICATION FOR \$201,688 AND SIGN THE EMS GRANT PROGRAM CHANGE REQUEST FORMS RELATED TO THE GRANT AFTER THE APPROVAL OF THE APPLICATION BY THE FLORIDA DEPARTMENT OF HEALTH, BUREAU OF EMERGENCY MEDICAL SERVICES AND FORWARD SAME TO THE STATE OF FLORIDA DEPARTMENT OF HEALTH, BUREAU OF EMERGENCY MEDICAL SERVICES.

WHEREAS, the State of Florida has established an Emergency Medical Services Trust Fund consisting of a portion of every municipal and county moving violation and driving under the influence conviction in Palm Beach County; and

WHEREAS, the Palm Beach County share of the Emergency Medical Services Trust Fund for FY 2017-2018 is \$201,688 to be used to improve and expand pre-hospital emergency medical services in the County; and

WHEREAS, the County may reimburse and disburse the funds to licensed emergency medical service providers; and

WHEREAS, various pre-hospital emergency medical service providers have applied to the Palm Beach County Division of Emergency Management for a share of the County award; and

WHEREAS, the Palm Beach County Emergency Medical Services Advisory Council and the Division of Emergency Management have reviewed the grant award proposal and have recommended the appropriate awarding and distribution of funding; and

WHEREAS, the agencies requesting a share of the funding have certified that their requests are improvements and expansions of pre-hospital emergency medical services within the County; and

WHEREAS, prior to any disbursement of funds from the County Grant Award Program, each agency authorized to receive funds from the program will provide documentation to the Department of Public Safety, Division of Emergency Management, affirming that they agree to the reimbursement of funding or distribution of equipment and will permit an audit; and

WHEREAS, the Palm Beach County Emergency Medical Services Grant Award Application is made a part of and attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, THAT:

The Board of County Commissioners certifies that this Grant Award Application and request is an improvement and expansion of the pre-hospital emergency medical services system in Palm Beach County and that the funding will not be used to supplant existing County EMS budget applications.

1. The County Administrator or designee is authorized to sign the County Grant Award application.
2. The County Administrator or designee is authorized to sign the EMS Grant Fund Distribution Form.
3. The County Administrator or designee is authorized to sign the Grant Budget Change Request form for the EMS County Grant Award funds.

4. The EMS Coordinator of the Division of Emergency Management is designated as the "Authorized Contact Person" pursuant to application requirements.

This Resolution shall be effective immediately upon adoption of the Board. The foregoing Resolution was offered by Commissioner Burdick who moved its adoption. The motion was seconded by Commissioner Berger, and upon being put to a vote, the vote was as follows:

Hal R. Valeche	—	Aye
Paulette Burdick	—	Aye
Dave Kerner	—	Aye
Steven L. Abrams	—	Aye
Mary Lou Berger	—	Aye
Melissa McKinlay	—	Aye
Mack Bernard	—	Aye

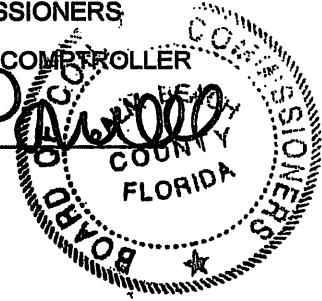
The Mayor thereupon declared the Resolution duly passed and adopted this _____ day of December 5, 2017.

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

SHARON R. BOCK, CLERK & COMPTROLLER

By: *Sharon R. Bock*

Deputy Clerk



APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: *[Signature]*

Assistant County Attorney

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
Surgeon General and Secretary

Vision: To be the Healthiest State in the Nation

December 20, 2017

Verdenia C. Baker, County Administrator
Palm Beach County
301 North Olive Avenue
West Palm Beach, Florida 33401

Dear Ms. Baker:

I am pleased to award the Emergency Medical Services (EMS) County Grant, ID Code C6050 in the amount of \$201,688.00 to Palm Beach County. The purpose of this grant is to improve and expand prehospital EMS. Section 401.113(2) (a), Florida Statutes, authorizes and requires this grant program, which is Number 64.005 in the Florida Catalog of State Financial Assistance. The money is state funds from the Department of Health's EMS Trust Fund and there are no federal funds involved.

Your funds for the stated amount will be sent in full, in advance, within approximately 30 days. The grant begins the date of this letter and ends January 31, 2019. Please note that the county must report to the state its grant activities and purchases by the following dates: May 11, 2018, September 28, 2018, and February 22, 2019, the final report. Your signed grant application affirms you have read, understand, and will comply with the conditions and requirements in the "Florida EMS County Grant Program Application Packet, December 2008."

Thank you for your participation in this state EMS grant program. If you need assistance, please contact Alan Van Lewen, Health Services and Facilities Consultant in the Bureau of Emergency Medical Oversight, EMS Section at (850) 558-9550.

Sincerely,

Cindy E. Dick, MBA, CPM
Interim Division Director
Emergency Preparedness and Community Support

CED/avl

cc: Bill Johnson, Director of Emergency Management

Division of Emergency Management

JAN 8 2018

Florida Department of Health
Division of Emergency Preparedness and Community Support
Bureau of Emergency Medical Oversight
4052 Bald Cypress Way, Bin A-22 • Tallahassee, FL 32399-1722
PHONE: 850/245-4440 • FAX: 850/245-4378
FloridaHealth.gov



Palm Beach County
Accredited Health Department
Public Health Accreditation Board