

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 15, 2018

Consent

Regular

Ordinance

Public Hearing

Department

Submitted By: Community Services

Submitted For: Community Action Program

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:**

A) Contracts for Consulting/Professional Services with the below listed agencies, for the period April 1, 2018, through March 31, 2019, in an amount totaling \$258,240, to provide a variety of training services to low-income participants:

1. Nurse Assistant Training School, Inc. d/b/a Academy for Nursing and Health Occupations, for home health aide and nurse assistant training services, in an amount not to exceed \$58,240;
2. Community Caring Center of Greater Boynton Beach, Inc., d/b/a The Secret Garden Café, A Culinary Incubator, to provide entrepreneurship training services, in an amount not to exceed \$75,000;
3. Credit Card Management Services, Inc., for financial literacy training services, in an amount not to exceed \$50,000; and
4. Christians Reaching Out To Society, Inc., for gleaning services, in an amount not to exceed \$75,000.

B) Contract for Provision of Financial Assistance with Gulfstream Goodwill Industries, Inc., for the period April 1, 2018, through September 30, 2018, in an amount not to exceed \$50,000, for a variety of vocational training services.

**Summary:** The above agencies are qualified to provide various training services for the Community Action Program. The funds are provided by the Community Services Block Grant (CSBG). Qualified clients must be residents of Palm Beach County and meet the Federal Poverty Guidelines. A portion of CSBG funds will be used to provide training for eligible participants. Gulfstream Goodwill Industries, Inc. (Gulfstream Goodwill) will provide training and employment services to eligible participants. Gulfstream Goodwill will assess each participant to develop an employment and training Personal Development Plan (PDP). Job readiness, skills training programs and support services will be available to all participants. Joshua Butler, an employee of Gulfstream Goodwill Industries, Inc. is a member of the Homeless Advisory Board (HAB). The HAB provides no regulation, oversight, management, or policy-setting recommendations regarding the agency listed above. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. **No County funds are required.** (Community Action Program) Countywide (HH)

**Background and Justification:** CSBG funds are used to provide various services, such as rental and utilities assistance, and training to low-income households. A portion of the funds are used to provide employment skills training, job placement services, and financial literacy training to qualified Palm Beach County clients. These funds are also used to provide nutritional food resources to meet the needs of economically disadvantaged residents. These funds enable the Community Action Program to serve low-income households.

**Attachments:**

1. Contracts for Consulting/Professional Services (4)
2. Contract for Provision of Financial Assistance (1)

Recommended By:

James E. Johnson  
Department Director

4/30/18  
Date

Approved By:

Nancy J. Bolton  
Assistant County Administrator

5/8/18  
Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Cost	204,120	104,120			
External Revenue					
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>	204,120	104,120			

No. ADDITIONAL FTE POSITIONS (Cumulative)					
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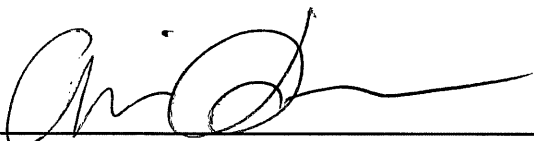
Is Item Included In Current Budget? Yes X No     

Does this item include the use of federal funds? Yes X No     

Budget Account No.:

Fund 1003 Dept 145 Unit 1455 Object VAR Program Code VAR Program Period VAR

**B. Recommended Sources of Funds/Summary of Fiscal Impact:  
Funding Source is Federal CSBG Grant**

C. Departmental Fiscal Review:   
Julie Dowe, Director of Finance and Support Services

**III. REVIEW COMMENTS**

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

 5/31/18  5/17/18  
OFMB 5/2 5/2 5/1 Contract Development and Control  
5/1/18

**B. Legal Sufficiency:**

 5-8-18  
Assistant County Attorney

**C. Other Department Review:**

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Department Director

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