

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

=====

Date: January 15, 2018	<input type="checkbox"/>	Consent	<input checked="" type="checkbox"/>	Regular Meeting
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department: Department of Public Safety  
Submitted By: Department of Public Safety  
Submitted For: Division of Victim Services

=====

I. EXECUTIVE BRIEF



**Motion and Title:** Staff recommends motion to adopt: a Resolution of the Board of County Commissioners, Palm Beach County, Florida Repealing and Replacing Resolution No. R2014-1097; Expanding the uses of Victims of Crime Emergency Support Fund.

**Summary:** Palm Beach County Victims of Crime Emergency Support Fund (the "Victim Fund"), is funded by private donations, lawfully mandated fines and penalties and revenue received from a DUI Diversion Program operated by the Office of the State Attorney. The purpose of the fund is for providing emergency financial assistance to victims of crime, surviving family members and their families, staff training and development and awareness/recognition events. The fund currently has a balance of \$543,866 and increases by approximately \$100,000 each year. Additionally, the average amount expended per fiscal year is \$25,000 due to limitations set forth in the current resolution. It is being requested to expand the use of the "Victim Fund" per fiscal year as follows: 1) Increase funds from \$0 to \$40,000 to support a Violent Crimes Rape Crisis Helpline that is answered by trained counselors on a 24-hour basis to provide active listening and supportive counseling to victims of violent crime who are in crisis. A grant previously funded a portion of the Helpline; however that grant no longer allocates funding for the Helpline; 2) Increase funds from \$5,000 to \$40,000 for professional development to allow additional staff to attend conferences and trainings to maintain certifications that are a requirement of their job and to purchase educational and training equipment/materials and to purchase equipment and supplies for use at the sexual assault forensic exam site(s); and 3) Increase funds from \$5,000 to \$15,000, for events/awareness to allow for advertising through bus shelters, billboards, radio spots and public service announcements to promote services for victims of violent crime. Countywide (LDC)

**Background and Policy Issues:** The Board of County Commissioners established the Palm Beach County Victims of Crime Emergency Support on February 6, 1988, via Resolution No. R88-267 as a means to assist victims of crime in Palm Beach County. The "Victim Fund" was supported with private donations and court ordered contributions from domestic batterers and others. On or about 1996, the Court modified policies to preclude batterers court ordered fines as a condition of a plea or probation, which was a loss of revenue to the Victim fund. In December 2003, R88-267 was amended changing the name of the Victim Fund to "Victims of Crime Emergency Support Fund", included ad valorem support in the amount of \$35,000 to make up for the loss in revenue and deleted the support of indirect activities such as staff training and awareness activities, enabling the funds to be devoted to direct emergency relief of crime victims and their families. On July 22, 2014, R2014-1097 was amended to recognize revenue received from the Office of State Attorney DUI diversion program and reinstate staff training and development and awareness/recognition events.

- Attachments**
- 1) Proposed Resolution
  - 2) Resolution No. 2014-1097
  - 3) Resolution No. 2003-2066
  - 4) Resolution No. 1999-292

=====

Recommended by:	<u></u>	<u>12/20/18</u>
	Department Director	Date
Approved By:	<u></u>	<u>1/4/19</u>
	Assistant County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	*				

# ADDITIONAL FTE

<b>POSITIONS (Cumulative)</b>	0	0	0	0	0
-------------------------------	---	---	---	---	---

**Is Item Included In Current Budget?**    Yes \_\_\_\_\_    No \_\_\_\_\_

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

Budget Account Exp No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_ Prog. \_\_\_\_\_

Rev No: Fund	Department	Unit	RevSc	Prog.
--------------	------------	------	-------	-------

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

**Fund:**

Unit:

\*The \$40,000 to support the Violent Crimes Rape Crisis Helpline will help offset the cost of the contract that is funded by general fund.

C. Departmental Fiscal Review: (NC) M/K/H 12/10/18

### III. REVIEW COMMENTS


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

Robert Kawa 12/27/18  
 OFMB EB 12/21 9/12/21  
 Legal Sufficiency: 1

J. S. Jankov 12/31/18  
 Contract Dev. And Control

### B. Legal Sufficiency:

Legal Sufficiency:



---

Assistant County Attorney

**C. Other Department Review:**

**Department Director**

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

RESOLUTION NO. R-2019-\_\_\_\_\_

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA; REESTABLISHING THE VICTIMS OF CRIME EMERGENCY SUPPORT FUND; AUTHORIZING EXPENDITURES; PROVIDING FOR DISBURSEMENT; REPEALING AND REPLACING RESOLUTION NO. R-2014-1097.**

**WHEREAS**, the Victims of Crime Emergency Support Fund (the “Victim Fund”) was established originally in 1988 and most recently reestablished by Resolution R-2014-1097; and

**WHEREAS**, the Victim Fund is financed through a variety of sources including private donations, fines and penalties as established by the judicial system, diversion programs operated by the Office of the State Attorney, and ad valorem tax support (if appropriated) by the Board of County Commissioners; and

**WHEREAS**, the Victim Fund is primarily utilized to provide direct emergency financial assistance to victims of crime, their families and surviving family members in Palm Beach County for such things as food, clothing, temporary housing or shelter, utility payments, counseling and emergency medical services, that are directly related to the crime; and

**WHEREAS**, the Victim Fund is also used for staff professional development, awareness events, advertising and materials to promote services to victims of crime and volunteer/professional recognition events; and

**WHEREAS**, the growth of the Victim Fund allows for expanded use of the fund; and.

**WHEREAS**, continuing the Victim Fund is in the best interest of the County and the needs of victims of crime in Palm Beach County.

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

1. The Victim Fund is reestablished and will continue to be financed through private donations, fines and penalties as established by the judicial system and ad-valorem tax support if appropriated by the Board of County Commissioners.
2. The Palm Beach County Department of Public Safety, Division of Victim Services is responsible for administration of the Fund.
3. The Division of Victim Services will establish policies and procedures for the disbursement of money from the Fund by direct payment from the account and/or through a reimbursable checking account and associated petty cash accounts.
4. The Victim Fund will provide emergency financial assistance to victims of crime, their families and their surviving family members.
5. A maximum of \$40,000 of “The Victim Fund” will also support Violent Crimes Rape Crisis Helpline that is answered by trained counselors on a 24-hour basis to provide active listening and supportive counseling to victims of violent crime who are in crisis.
6. A maximum of \$40,000 annually of the Victim Fund may be utilized to assist Victim Services staff to develop professionally through attendance at seminars, training programs and conferences; purchase of educational and training equipment and materials for clients and staff, the purchase of equipment and supplies for use at the sexual assault forensic exam site(s) and sponsorship of workshops/retreats by the Division of Victim Services.

7. A maximum of \$15,000 of the Victim Fund may be used annually during nationally recognized Victim Awareness events (for example: Victims' Rights Week, Domestic Violence Awareness Month, Sexual Assault Awareness month) in order to make the public aware of our services and recognize volunteers and professional who provide assistance to victims of crime. These expenses may include, but not be limited to advertising campaigns through bus shelters, billboards, radio spots, Public Service Announcements and speaker fees.

8 Disbursement from the Victim Fund shall be by direct payment of use of check written on a reimbursable checking account or through the purchasing card procedure:

A. Checks will be written at the discretion of the Victim Services Division Director, Public Safety Department Director, Public Safety Director of Finance or Assistant County Administrator.

B. Checks written for \$500.00 or more will require approval of the Public Safety Department Director.

C. Checks written for \$1,000.00 or more will require approval of an Assistant County Administrator.

D. Disbursement of more than \$2,000.00 for any one person or incident will require approval of the Board of County Commissioners of Palm Beach County.

E. Reimbursement to the checking account shall be made by the Finance Department upon presentation of copies of cancelled checks.

F. Petty cash accounts, not to exceed \$300.00 each, may be established for individual operating teams in the Division of Victim Services with the approval of the Department Director.

10. Resolution No. R-2014-1097 is hereby repealed and replaced with this Resolution.

The foregoing resolution was offered by Commissioner \_\_\_\_\_ who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to vote, the vote was as follows:

MACK BERNARD, MAYOR

\_\_\_\_\_

DAVE KERNER, VICE MAYOR

\_\_\_\_\_

HAL R. VALECHE

\_\_\_\_\_

GREGG K. WEISS

\_\_\_\_\_

ROBERT S. WEINROTH

\_\_\_\_\_

MARY LOU BERGER

\_\_\_\_\_

MELISSA MCKINLAY

\_\_\_\_\_

The Mayor thereupon declared the Resolution duly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY**

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

By: \_\_\_\_\_  
Assistant County Attorney

**SHARON R. BOCK, CLERK &  
COMPTROLLER**

By: \_\_\_\_\_  
Deputy Clerk

Attachment # 1

Page 20 of 2

Agenda Item #: **5E-1**  
**HV ISV 60**  
**PB abs**  
**R-2014-1097**

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: July 22, 2014

[ ] Consent [X] Regular  
[ ] Ordinance [ ] Public Hearing

Department  
Submitted By: Department of Public Safety  
Submitted For: Division of Victim Services

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to adopt: A Resolution of the Board of County Commissioners, Palm Beach County, Florida Repealing and Replacing Resolution No. R-2003-2066; Amending the Funding Sources and Expanding the Uses of Victims of Crime Emergency Support Fund.

**Summary:** Palm Beach County Victims of Crime Emergency Support Fund (the "Victim Fund"), has historically been financed from numerous sources, including, private donations and lawfully mandated fines and penalties. In 2003, ad valorem tax support was added as an additional revenue source, however due to the economic downturn, the ad valorem support ended in 2008. In 2013, a new diversion program operated by the Office of the State Attorney for Driving Under the Influence (DUI) offenders reinstated a revenue stream to the Victim Fund. While the primary purpose of the fund is for emergency financial assistance to victims of crime, surviving family members and their families, reinstatement of prior use of the fund to include staff training and development and awareness/recognition events is being requested. Countywide (PGE)

**Background and Policy Issues:** The Board of County Commissioners established the Palm Beach County Victims of Crime Emergency Support on February 6, 1988 via Resolution No. R-88-267 as a means to assist victims of crime in Palm Beach County. The Victim Fund was supported with private donations and court ordered contributions from domestic batterers and others, but in about 1996, the Court modified policies for fees and fines related to probation, which resulted in a loss of revenue to the Victim Fund. In December 2003, R-88-267 was amended, which changed the name of the fund to "Victims of Crime Emergency Support Fund," included an ad valorem support in the amount of \$35,000.00 per year to make up for the loss in revenue, and deleted the support of indirect activities such as staff training, development, and awareness activities, enabling the funds to be devoted to direct emergency relief of crime victims and their families.

**Attachments**

- 1) Proposed Resolution
- 2) Resolution No. 2003-2066
- 3) Resolution No. 1999-292

Recommended by:

*Vinit Bonvento*  
Department Director

*6/19/14*  
Date

Approved By:

*Vinit Bonvento*  
Assistant County Administrator

*6/19/14*  
Date

Attachment 2

Attachment # 2  
Page 1 of 5

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	<u>* 0</u>	_____	_____	_____	_____

### # ADDITIONAL FTE

POSITIONS (Cumulative)      0      0      0      0      0

Is Item Included In Current Budget?    Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account Exp No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
 Rev No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ RevSc \_\_\_\_\_

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

\* There is no fiscal impact associated with this agenda item, only modifications to the resolution that sets guidelines to the Victims of Crime Emergency Support Fund.

Departmental Fiscal Review: Stephane Seipke 6/18/14

## III. REVIEW COMMENTS

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

Susan Neary 6/23/14  
 OFMB

Dr. J. Jacobson 6/25/14  
 Contract Administration  
 6-24-14 B. Wheeler

### B. Legal Sufficiency:

Carole E. Kelly 6/25/14  
 Assistant County Attorney

### C. Other Department Review:

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

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

Attachment # 2

Page 2 of 5

**RESOLUTION NO. R-2014- 109%**

**RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA  
REPEALING AND REPLACING RESOLUTION NO. R- 2003-  
2066; AMENDING THE FUNDING SOURCES AND  
EXPANDING THE USES OF VICTIMS OF CRIME EMERGENCY  
SUPPORT FUND**

**WHEREAS**, the current Palm Beach County Victims of Crime Emergency Support Fund (the "Victim Fund") has historically been financed from numerous sources, including, private donations, ad valorem tax support (if appropriated) by the Board of County Commissioners, and various fines and penalties as established by the judicial system; and

**WHEREAS**, the Victim Fund is primarily utilized to provide direct emergency financial assistance to victims of crime, their families and surviving family members in Palm Beach County for such things as food, clothing, temporary housing or shelter, utility payments, counseling, etc., that are directly related to the crime, as well as for staff professional development, awareness events and materials and volunteer/professional recognition events; and

**WHEREAS**, expenditures for the victims of crime, families of the victims, and staff working with the victims and their families, have always been dependent on the stream of revenue into the Victim Fund, requiring at times, the curtailment of previously approved expenditures, particularly staff training, development and awareness/recognition events, from the Victim Fund; and

**WHEREAS**, a new diversion program operated by the Office of the State Attorney for Driving Under the Influence (DUI) offenders was reinstated in 2013, resulting in additional fees to increase the revenue stream for the Victim Fund, making it feasible to once again fund staff trainings, professional development, purchase of education and training equipment for clients and staff, and awareness/recognition events; and

**WHEREAS**, amending the funding sources and expanding the uses for the Victim Fund is in the best interest of the County and the needs of victims of crime in Palm Beach County.

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

1. The Victims of Crime Emergency Support Fund will continue to be financed through private donations, ad-valorem tax support (if appropriated) by the Board of County Commissioners, and fines and penalties as established by the judicial system, including, but not limited, to the new DUI diversion program operated by the Office of the State Attorney.
2. The Palm Beach County Department of Public Safety, Division of Victim Services ("Division of Victim Services") is responsible for administration of the Victims of Crime Emergency Support Fund.
3. The Division of Victim Services will establish policies and procedures for the disbursement of money from the Victims of Crime Emergency Support Fund by direct payment from the account and/or through a reimbursable checking account and associated petty cash accounts.
4. The primary use of the Victims of Crime Emergency Support Fund will be to provide emergency financial assistance to victims of crime, their families and their surviving family members.

5. A maximum of \$5,000.00 annually of the Victims of Crime Emergency Support Fund may also be utilized to assist Victim Services staff to develop professionally through attendance at seminars, training programs and conferences; purchase of educational and training equipment and materials for clients and staff and sponsorship of workshops/retreats by the Division of Victim Services.

6. A maximum of \$5,000.00 of the Victims of Crime Emergency Support Fund may be used annually during nationally recognized Victim Awareness events (for example: Victims Rights Week, Domestic Violence Awareness Month, Sexual Assault Awareness month). These expenses may include, but are not limited to sponsorship of awards programs, awards, supplies, recognition events for volunteers and professionals who provide assistance to victims of crime and speaker fees.

7. Disbursement from the Victims of Crime Emergency Support Fund shall be by direct payment or use of check written on a reimbursable checking account:

A. Checks will be written at the discretion of the Victim Services Division Director, Public Safety Department Director, Public Safety Director of Finance or Assistant County Administrator.

B. Checks written for \$500.00 or more will require approval of the Public Safety Department Director.

C. Checks written for \$1,000.00 or more will require approval of an Assistant County Administrator.

D. Disbursement of more than \$2,000.00 for any one person or incident will require approval of the Board of County Commissioners of Palm Beach County.

E. Reimbursement to the checking account shall be made by the Clerk and Comptroller's Finance Department upon presentation of copies of the cancelled checks.

F. Petty cash accounts, not to exceed \$300.00 each, may be established for individual operating teams in the Division of Victim Services with the approval of the Department Director.

8. Resolution No. R-2003-2066 previously adopted to amend the primary uses of Palm Beach County Victims Fund is hereby repealed.

The foregoing Resolution was offered by Commissioner Valeche who moved its adoption. The motion was seconded by Commissioner Vana and upon being put to vote, the vote was as follows:

PRISCILLA A. TAYLOR, MAYOR	<u>Aye</u>
PAULETTE BURDICK, VICE MAYOR	<u>Absent</u>
COMMISSIONER STEVEN L. ABRAMS	<u>Aye</u>
COMMISSIONER SHELLEY VANA	<u>Aye</u>
COMMISSIONER HAL R. VALACHE	<u>Aye</u>
COMMISSIONER JESS R. SANTAMARIA	<u>Aye</u>
COMMISSIONER MARY LOU BERGER	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 22nd day of July, 2014.

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By:

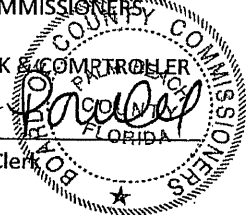
*Kimberly E. Riley*  
Assistant County Attorney

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

SHARON R. BOCK, CLERK & COMPTROLLER

By:

*Sharon R. Bock*  
Deputy Clerk



RESOLUTION NO. R-2003-2066

**RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF PALM BEACH COUNTY,  
FLORIDA, AMENDING THE PRIMARY USES OF  
PALM BEACH COUNTY VICTIMS FUND AND  
RESCINDING RESOLUTION NO. R 99-292.**

WHEREAS, there currently exists a Palm Beach County Victims Fund; and

WHEREAS, the Victims Fund has historically been financed through private donations and lawfully mandated fines and penalties as established by the judicial system; and

WHEREAS, private donations and lawfully mandated fines and penalties as established by the judicial system are insufficient to support and fund the Victims Fund; and

WHEREAS, the Victims Fund is primarily utilized to provide direct emergency financial assistance to victims of crime in Palm Beach County for such things as food, clothing, temporary housing or shelter, utility payments, etc., that are directly related to the crime; and

WHEREAS, the Victims Fund is also used to provide assistance to the surviving family members of crime victims, and to facilitate counseling to victims and their family members; and

WHEREAS, continuing the Victims Fund with ad-valorem tax support in addition to whatever private donations and mandated fines and penalties are generated is in the best interest of the County and the needs of victims of crime in Palm Beach County.

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

1. The Victims Fund is reauthorized and re-named as the "Victims of Crime-Emergency Support Fund" with ad-valorem tax funds annually budgeted by the Board of County Commissioners.
2. The Palm Beach County Department of Public Safety, Division of Victim Services is responsible for administration of the Fund.
3. The Division of Victim Services will establish policies and procedures for the disbursement of money from the Fund by direct payment from the account and/or through a reimbursable checking account and associated petty cash accounts.
4. The primary use of the Victims Fund will be to provide emergency financial assistance to victims of crime, their families and their surviving family members.
5. Disbursement from the Fund shall be by direct payment or use of check written on a reimbursable checking account:
  - A. Checks will be written at the discretion of the Victim Service Division Director, Public Safety Department Director, or Assistant County Administrator.
  - B. Checks written for \$500.00 or more will require the approval of the Public Safety Department Director.
  - C. Checks written for \$1,000.00 or more will require approval of an Assistant County Administrator.
  - D. Disbursement of more than \$2,000.00 for any one person or incident or activity requires approval of the Board of County Commissioners of Palm Beach County.
  - E. Reimbursement to the checking account shall be made by the Finance Department upon presentation of copies of the canceled checks.

Attachment 3

Attachment # 3

Page 1 of 4

F. Petty cash accounts, not to exceed \$300.00 each, may be established for individual operating teams in the Division of Victim Services with the approval of the Department Director.

6. The Fund may be used to annually recognize volunteers who have provided assistance to victims of crime. The cost of the recognition shall be the maximum of the amount of funds deposited in the Fund by private donations, community contributions, or payments of fines and penalties resulting from judicial actions, but may not exceed \$2,000.00 for any single event.

7. This resolution rescinds Resolution No. R-99-292

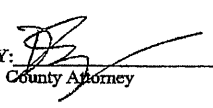
The foregoing resolution was offered by Commissioner Masilotti who moved its adoption. The motion was seconded by Commissioner Aaronson and upon being put to a vote was as follows:

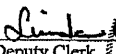
KAREN T. MARCUS, Chair	- Aye
TONY MASILOTTI, Vice Chairman	- Aye
JEFF KOONS	- Aye
WARREN H. NEWELL	- Aye
MARY MCCARTY	- Aye
BURT AARONSON	- Aye
ADDIE L. GREENE	- Aye

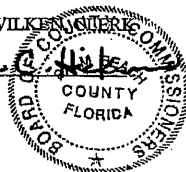
The Chair thereupon declared the Resolution duly passed adopted this 16 day of December, 2003

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

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

BY:   
County Attorney

DOROTHY H. WILKINSON  
BY:   
Deputy Clerk



Attachment # 3

Page 2 of 4

RESOLUTION NO. R-99-292

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING CONTINUATION OF THE VICTIMS' FUND; EXPANDING PROCEDURES AND DISBURSEMENTS OF SAID FUND BY THE PALM BEACH COUNTY DIVISION OF VICTIM SERVICES; AND RESCINDING RESOLUTION NO. R-98-493.

WHEREAS, there currently exists a Palm Beach County Victims' Fund; and

WHEREAS, the Victims' Fund is financed through private donations and lawfully mandated fines and penalties as established by the judicial system; and

WHEREAS, the Victims' Fund is primarily utilized to provide direct emergency financial assistance to victims of crime in Palm Beach County; and

WHEREAS, the Victims' Fund is also used to provide assistance to the surviving family members of crime victims, and to facilitate counseling to victims and their family members, and to continue the professional development of the victim services staff by the purchase of educational and informational materials and attendance at seminars and conferences, and to provide the general public an awareness of victims issues and programs, and to enhance program services to victims of crime in Palm Beach County by sponsorship of workshops/retreats; and

WHEREAS, since the establishment of the Victims' Fund, certain changes have occurred and are in the process of occurring that necessitate the reauthorization of the Palm Beach County Victims' Fund in order to conform to the changes; and

WHEREAS, Palm Beach County wishes to recognize the volunteers who provide services to victims of crime through sponsorship of awards luncheons; and

WHEREAS, continuing the Victims' Fund is in the best interest of the County and the needs of victims of crime in Palm Beach County.

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

1. The Victims' Fund will continue to be financed by private donations community contributions, and payments resulting from judicial actions.
2. The Palm Beach County Division of Victim Services is responsible for the administration of the Victims' Fund.
3. The Division of Victim Services will establish policies and procedures for the disbursement of money from the Victims' Fund by direct payment from the account and/or through a reimbursable checking account and associated petty cash accounts.
4. The primary use of the Victims' Fund will be to provide emergency financial assistance to victims of crime, their families and their surviving family members.
5. The Victims' Fund may also be utilized to assist Victim Services staff to develop professionally through attendance at seminars, training programs, and conferences; purchase of education and training equipment and materials for clients and staff; to enhance program services to victims through the development and implementation of management information systems and programs; and sponsorship of

Attachment # 3

Page 3 of 4

- workshops/retreats by the Division of Victim Services.
6. A maximum of \$3,500.00 of the Victims' Fund may be used annually for expenses incurred during Victim Rights Week. These expenses may include, but not be limited to: sponsorship of awards programs; awards; supplies; speaker fees; and other costs to support activities during Victim Rights Week. A maximum of \$2,000 of the Victim's Fund may be used annually for recognition of volunteers who provide assistance to victims of crime.
7. Disbursement from the Victims' Fund shall be by direct payment or use of checks written on a reimbursable checking account.
- A. Checks will be written at the discretion of the Victim Service Division Director, Public Safety Department Director, or the Assistant County Administrator.
- B. Checks written for more than \$500.00 will require the approval of the Public Safety Department Director.
- C. Checks written for more than \$1000.00 will require approval of the Assistant County Administrator.
- D. Reimbursement to the checking account shall be made by the Finance Department upon presentation of copies of the canceled checks.
- E. Petty cash accounts, not to exceed \$300.00 each, shall be established for individual operating teams in the Division of Victim Services as determined by the Division Director.
- F. Disbursement of more than \$2000.00 and all staff mileage and travel requests will be by direct payment pursuant to standard budgetary and financial procedures of the Board of County Commissioners of Palm Beach County.
8. This resolution rescinds Resolution No. R-98-439.

The foregoing resolution was offered by Commissioner Aaronson who moved its adoption. The motion was seconded by Commissioner Newell and upon being put to a vote, the vote was as follows:

MAUDE FORD LEE, Chair	- Aye
WARREN H. NEWELL, Vice Chair	- Aye
KAREN T. MARCUS	- Aye
CAROL A. ROBERTS	- Aye
MARY MCCARTY	- Absent
BURT AARONSON	- Aye
TONY MASLOTTI	- Aye

The Chair thereupon declared the Resolution duly passed and adopted this 23 day of February, 1999.

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

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

Dorothy H. Wilken, Clerk

By [Signature]  
County Attorney

By [Signature]  
Deputy Clerk

Attachment # 3

Page 4 of 4

10: Nancy Watson

Agenda Item #: 3X1

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

R-2003-2066  
MS/A 7-0

AGENDA ITEM SUMMARY

Meeting Date: December 16, 2003

[X] Consent [ ] Regular  
[ ] Public Hearing

**Department**

Submitted By: PUBLIC SAFETY

Submitted For: Victim Services

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends a motion to adopt: A Resolution of the Board of County Commissioners, Palm Beach County, Florida changing the title of the Victims' Fund, amending the primary uses of the Palm Beach County Victims Fund, and rescinding Resolution No. R-99-292.

**Summary:** From 1988 to approximately 1996, the Palm Beach County Victims' Fund was funded by private donations and lawfully mandated fines and penalties. Due to various changes of the Courts and defense attorneys, contributions to the County's Victims' Fund as a condition of a defendant's plea were discontinued and the fund was slowly depleted. Staff presented, and the Board approved, a supplemental request to support the fund with \$35,000 of ad valorem taxes during FY04. This resolution continues the Fund and renames it the "Victims of Crime Emergency Support Fund" and provides for emergency financial assistance to victims of violent crime, their families, and surviving family members who suffer as a direct result of the crime. With limited contributions, deleting the support of indirect activities such as staff training and education and activities related to Victim's Rights Week will enable the funds to be devoted to the direct emergency relief of crime victims and their families.

(COUNTYWIDE) DW

**Background and Justification:** The Board of County Commissioners established the Palm Beach County Victims' Fund on February 6, 1988 via Resolution No. R-88-267 as a means to assist victims of crime in Palm Beach County. The fund was supported with private donations and court ordered contributions from domestic batterers and others. On or about 1996, the Court modified policies and procedures to preclude court ordered contributions to the Victims' Fund as a condition of a plea or probation. As a result, lawfully mandated fines and penalties no longer support the fund. Donations and other 'non-tax' funding have been minimal and are insufficient to adequately support the needs of the victims. The Fund provides, as examples, emergency rent, mortgage, utility payments, emergency sheltering, food vouchers, emergency medications, etc.

**Attachments:**

1. Proposed Resolution
2. Resolution No. R-99-292

Recommended by: \_\_\_\_\_

Department Director

Date

11/18/03

Approved by: \_\_\_\_\_

Assistant County Administrator

Date

11/25/03

Attachment 4

Attachment # 4

Page 1 of 6

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	2004	2005	2006	2007	2008
Capital Expenditures					
Operating Costs	<u>35,000</u>				
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	<u>35,000</u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

### # ADDITIONAL FTE POSITIONS (Cumulative)

Is Item Included In Current Budget? Yes XX No  
Budget Account No.: Fund 1423 Agency 660 Org. 3220 Object various  
Reporting Category

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

The program is no longer supported by non-tax contributions. In order to continue the program, ad-valorem tax support was required. Annual allocations will be determined through the normal budget process.

### C. Departmental Fiscal Review:

*Eugene Vilander*

## III. REVIEW COMMENTS

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

*#Beyron 19 Nov 03*  
OFMB

*11/18/03*  
*11/18/03*

*11/18/03*  
*Ann. J. Jacoby*  
Contract Administration

### B. Legal Sufficiency:

*Dan 11/25/03*  
Assistant County Attorney

### C. Other Department Review:

Department Director

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

RESOLUTION NO. R-2003-2066

**RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF PALM BEACH COUNTY,  
FLORIDA, AMENDING THE PRIMARY USES OF  
PALM BEACH COUNTY VICTIMS FUND AND  
RESCINDING RESOLUTION NO. R 99-292.**

**WHEREAS**, there currently exists a Palm Beach County Victims Fund; and

**WHEREAS**, the Victims Fund has historically been financed through private donations and lawfully mandated fines and penalties as established by the judicial system; and

**WHEREAS**, private donations and lawfully mandated fines and penalties as established by the judicial system are insufficient to support and fund the Victims Fund; and

**WHEREAS**, the Victims Fund is primarily utilized to provide direct emergency financial assistance to victims of crime in Palm Beach County for such things as food, clothing, temporary housing or shelter, utility payments, etc., that are directly related to the crime; and

**WHEREAS**, the Victims Fund is also used to provide assistance to the surviving family members of crime victims, and to facilitate counseling to victims and their family members; and

**WHEREAS**, continuing the Victims Fund with ad-valorem tax support in addition to whatever private donations and mandated fines and penalties are generated is in the best interest of the County and the needs of victims of crime in Palm Beach County.

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

1. The Victims Fund is reauthorized and re-named as the "Victims of Crime-Emergency Support Fund" with ad-valorem tax funds annually budgeted by the Board of County Commissioners.
2. The Palm Beach County Department of Public Safety, Division of Victim Services is responsible for administration of the Fund.
3. The Division of Victim Services will establish policies and procedures for the disbursement of money from the Fund by direct payment from the account and/or through a reimbursable checking account and associated petty cash accounts.
4. The primary use of the Victims Fund will be to provide emergency financial assistance to victims of crime, their families and their surviving family members.
5. Disbursement from the Fund shall be by direct payment or use of check written on a reimbursable checking account:
  - A. Checks will be written at the discretion of the Victim Service Division Director, Public Safety Department Director, or Assistant County Administrator.
  - B. Checks written for \$500.00 or more will require the approval of the Public Safety Department Director.
  - C. Checks written for \$1,000.00 or more will require approval of an Assistant County Administrator.
  - D. Disbursement of more than \$2,000.00 for any one person or incident or activity requires approval of the Board of County Commissioners of Palm Beach County.
  - E. Reimbursement to the checking account shall be made by the Finance Department upon presentation of copies of the canceled checks.

Attachment # 4

Page 3 of 6

F. Petty cash accounts, not to exceed \$300.00 each, may be established for individual operating teams in the Division of Victim Services with the approval of the Department Director.

6. The Fund may be used to annually recognize volunteers who have provided assistance to victims of crime. The cost of the recognition shall be the maximum of the amount of funds deposited in the Fund by private donations, community contributions, or payments of fines and penalties resulting from judicial actions, but may not exceed \$2,000.00 for any single event.

7. This resolution rescinds Resolution No. R-99-292

The foregoing resolution was offered by Commissioner Masilotti who moved its adoption. The motion was seconded by Commissioner Aaronson and upon being put to a vote was as follows:

KAREN T. MARCUS, Chair	- Aye
TONY MASILOTTI, Vice Chairman	- Aye
JEFF KOONS	- Aye
WARREN H. NEWELL	- Aye
MARY MCCARTY	- Aye
BURT AARONSON	- Aye
ADDIE L. GREENE	- Aye

The Chair thereupon declared the Resolution duly passed adopted this 16 day of December, 2003

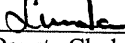
APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

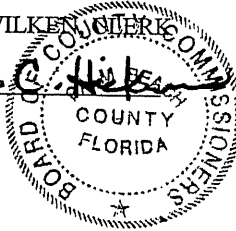
PALM BEACH COUNTY, FLORIDA, BY  
ITS BOARD OF COUNTY COMMISSIONERS

BY: 

County Attorney

DOROTHY H. WILKEN

BY:   
Deputy Clerk



Attachment # 4

Page 4 of 6

RESOLUTION NO. R-99-292

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING CONTINUATION OF THE VICTIMS' FUND; EXPANDING PROCEDURES AND DISBURSEMENTS OF SAID FUND BY THE PALM BEACH COUNTY DIVISION OF VICTIM SERVICES; AND RESCINDING RESOLUTION NO. R-98-493.

WHEREAS, there currently exists a Palm Beach County Victims' Fund; and

WHEREAS, the Victims' Fund is financed through private donations and lawfully mandated fines and penalties as established by the judicial system; and

WHEREAS, the Victims' Fund is primarily utilized to provide direct emergency financial assistance to victims of crime in Palm Beach County; and

WHEREAS, the Victims' Fund is also used to provide assistance to the surviving family members of crime victims, and to facilitate counseling to victims and their family members, and to continue the professional development of the victim services staff by the purchase of educational and informational materials and attendance at seminars and conferences, and to provide the general public an awareness of victims issues and programs, and to enhance program services to victims of crime in Palm Beach County by sponsorship of workshops/retreats; and

WHEREAS, since the establishment of the Victims' Fund, certain changes have occurred and are in the process of occurring that necessitate the reauthorization of the Palm Beach County Victims' Fund in order to conform to the changes; and

WHEREAS, Palm Beach County wishes to recognize the volunteers who provide services to victims of crime through sponsorship of awards luncheons; and

WHEREAS, continuing the Victims' Fund is in the best interest of the County and the needs of victims of crime in Palm Beach County.

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

1. The Victims' Fund will continue to be financed by private donations community contributions, and payments resulting from judicial actions.
2. The Palm Beach County Division of Victim Services is responsible for the administration of the Victims' Fund.
3. The Division of Victim Services will establish policies and procedures for the disbursement of money from the Victims' Fund by direct payment from the account and/or through a reimbursable checking account and associated petty cash accounts.
4. The primary use of the Victims' Fund will be to provide emergency financial assistance to victims of crime, their families and their surviving family members.
5. The Victims' Fund may also be utilized to assist Victim Services staff to develop professionally through attendance at seminars, training programs, and conferences; purchase of education and training equipment and materials for clients and staff; to enhance program services to victims through the development and implementation of management information systems and programs; and sponsorship of

Attachment # 4

Page 5 of 6

- workshops/retreats by the Division of Victim Services.
6. A maximum of \$3,500.00 of the Victims' Fund may be used annually for expenses incurred during Victim Rights Week. These expenses may include, but not be limited to: sponsorship of awards programs; awards; supplies; speaker fees; and other costs to support activities during Victim Rights Week. A maximum of \$2,000 of the Victim's Fund may be used annually for recognition of volunteers who provide assistance to victims of crime.
  7. Disbursement from the Victims' Fund shall be by direct payment or use of checks written on a reimbursable checking account.
    - A. Checks will be written at the discretion of the Victim Service Division Director, Public Safety Department Director, or the Assistant County Administrator.
    - B. Checks written for more than \$500.00 will require the approval of the Public Safety Department Director.
    - C. Checks written for more than \$1000.00 will require approval of the Assistant County Administrator.
    - D. Reimbursement to the checking account shall be made by the Finance Department upon presentation of copies of the canceled checks.
    - E. Petty cash accounts, not to exceed \$300.00 each, shall be established for individual operating teams in the Division of Victim Services as determined by the Division Director.
    - F. Disbursement of more than \$2000.00 and all staff mileage and travel requests will be by direct payment pursuant to standard budgetary and financial procedures of the Board of County Commissioners of Palm Beach County.
  8. This resolution rescinds Resolution No. R-98-439.

The foregoing resolution was offered by Commissioner Aaronson who moved its adoption. The motion was seconded by Commissioner Newell and upon being put to a vote, the vote was as follows:

MAUDE FORD LEE, Chair	- Aye
WARREN H. NEWELL, Vice Chair	- Aye
KAREN T. MARCUS	- Aye
CAROL A. ROBERTS	- Aye
MARY MCCARTY	- Absent
BURT AARONSON	- Aye
TONY MASILOTTI	- Aye

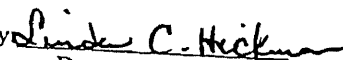
The Chair thereupon declared the Resolution duly passed and adopted this 23 day of February, 1999.

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

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

By:   
County Attorney

Dorothy H. Wilken, Clerk

By:   
Deputy Clerk

Attachment # 4

Page 6 of 6