

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 10, 2019 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: Contracts for Professional Services with the below listed agencies, for the period August 1, 2019 through March 20, 2020, in an amount totaling \$238,360, to provide a variety of training services to low-income participants:

- A)** Christians Reaching Out to Society, Inc. (CROS), in an amount not to exceed \$75,000 to provide gleaning services;
- B)** Nurse Assistant Training School, Inc. (NATS) d/b/a Academy for Nursing and Health Occupations, in an amount not to exceed \$96,720, to provide home health aide and nurse assistant training services;
- C)** Credit Card Management Services, Inc. (CCMS), in an amount not to exceed \$46,640, to provide financial literacy and management services; and
- D)** Gulfstream Goodwill Industries, Inc. (GGI), in an amount not to exceed \$20,000, to provide work readiness training services.

Summary: The above agencies are qualified to provide various training services for the Community Action Program (CAP). Funding is provided by the Community Services Block Grant (CSBG). Qualified clients must be residents of Palm Beach County and meet the Federal Poverty Level Guidelines (FPLG). A portion of CSBG funds will be used to provide training for eligible participants. CROS will recruit and coordinate gleaning opportunities through local church, civic and non-profit agencies within the County to develop strong neighborhood relationships, opportunities and support systems. Funding under this new contract will provide 200,000 pounds of food. NATS will provide employment skills training, work readiness training, entrepreneurship training, and job placement services to qualified clients. CCMS will provide financial management training to assist low-income residents in moving towards self-sufficiency. CCMS will provide financial counseling, workshops, seminars, home ownership classes, as well as a variety of services that focus on financial literacy. GGI will provide work ready training services to eligible participants. GGI will assess each participant to develop an employment and training Personal Development Plan (PDP). Resume writing, soft skills training, interviewing skills and career readiness training programs and support services will be available to all participants. NATS, CCMS, and GGI are important components of the CSBG self-sufficiency program. In 2018, 193 participants were enrolled in self-sufficiency trainings and 83 participants out of 193 completed training through either NATS or GGI training programs, while also receiving financial management services through CCMS. A total of 91 participants obtained employment and maintained employment for over a 90 day period. Under the new contracts, NATS will train 15 low-income participants, GGI will train 160 low-income participants and CCMS will assist 200 low-income participants in moving towards self-sufficiency and out of poverty. 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: (On page 3)

Attachments:

- 1. Contract for Professional Services with CROS
- 2. Contract for Professional Services with NATS
- 3. Contract for Professional Services with CCMS
- 4. Contract for Professional Services with GGI

Recommended By: James E. Shu Date 8/27/19
 Department Director Date
Approved By: Nancy L. Bolton Date 9/9/19
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs	59,740	178,620			
External Revenue	(59,740)	(178,620)			
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0	0			

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

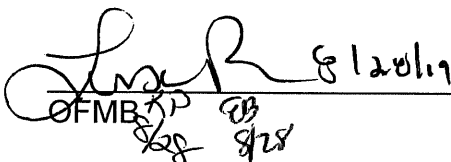
Budget Account No.:
 Fund 1003 Dept 145 Unit 1455 Object Var. Program Code C472 Program Period GY18

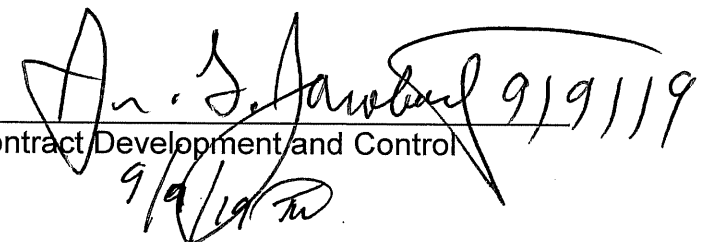
B. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding source is federal Community Services Grant through the Florida Department of Economic Opportunity. No County funds are required.

C. Departmental Fiscal Review: 
 Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

 8/20/19
 OFMB

 9/9/19
 Contract Development and Control
 9/9/19

B. Legal Sufficiency:

 9-9-19
 Chief Assistant County Attorney

C. Other Department Review:

 Department Director

Background and Justification: Since 1999, the County has partnered with CROS to serve economically disadvantaged residents of Palm Beach County. The 2004 Countywide Food Security Survey identified a need for nutritional food resources in low-income neighborhoods and households. Gleaning is the gathering of excess produce after the fields have been harvested. The produce is distributed to homeless shelters, day care centers, senior centers, and emergency food pantries. In 2018, CROS and their volunteers gleaned more than 100,000 pounds of food, which is provided to the Palm Beach County Food Bank, who in turn provides food for 100,000 hungry residents. The Gleaning Services coordinated through a full-time basis coordinator will meet the needs of the targeted population. The addition of this gleaning project, on a full time basis, further strengthens food resources in targeted communities. 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 enable CAP to serve low-income households.