

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: July 14, 2020 [X] Consent [] Regular
[] Ordinance [] Public Hearing

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

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) approve a Memorandum of Understanding (MOU) with the Florida Department of Elder Affairs (DoEA), for the period July 1, 2020 through June 30, 2021, in an amount not to exceed \$4,097 for reimbursement of volunteer support expenses;
B) authorize the County Administrator, or designee, to execute agreements, memorandums of understanding, amendments, thereto, and all other documents necessary for the implementation of the Senior Companion Program; and
C) approve a budget amendment of \$4,422 in the Division of Senior Services Administration Fund to align the budget to the actual revenue award.

Summary: The purpose of this MOU is to designate Palm Beach County's Department of Community Services, Division of Senior Services (DOSS) as a Department Senior Companion Program (SCP) Volunteer Station, as currently established by the MyFloridaMarketPlace (MFMP). Designated volunteer stations assist the DoEA with overall program implementation, including volunteer recruitment, training, assignments and performance evaluations. The major goals of the SCP are to engage persons 55 and older, particularly those with limited incomes, in volunteer service to meet critical community needs; provide benefits to volunteers such as stipends and/or meals and mileage reimbursements; and provide supportive services to elders to maintain independent living. The SCP served 64 clients and provided 28,236 hours of companionship from GY 2016-GY 2019. Under this MOU, the Senior Companion volunteers will provide approximately 14,616 hours of companionship to seniors. DOSS is responsible for providing services north of Hypoluxo Rd. The areas of service include all of the districts, excluding District 3, 4, 5 and 7 south of Hypoluxo Rd. The Mae Volen Senior Center, Inc. is responsible for providing services in the areas south of Hypoluxo Rd. No County match is required. (DOSS) Countywide except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Rd. (HH)

Background and Justification: The DoEA Senior Companion Program provides respite to caregivers of frail elders. By remaining active and contributing to their communities, volunteers benefit along with the clients they serve. The program establishes social service roles for lower-income elder volunteers through which they maintain a sense of self-worth.

Attachments:

- 1. Memorandum of Understanding
2. Budget Amendment

Recommended By: [Signature: Tanura Malhotra] 7/2/2020
Department Director Date
Approved By: [Signature: Nancy J. Bolden] 7/13/2020
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures					
Operating Costs	23,587	70,762			
External Revenue	(1,024)	(3,073)			
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	22,563	67,689			

# 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 _____ No X

Budget Account No.:
 Fund 1006 Dept. 144 Unit 1452 Object Var. Program Code Var.
 Program Period Var.

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding sources are State of Florida and Palm Beach County. Palm Beach County provides staffing, training, and case management support for this program. Palm Beach County funding is included in appropriation budget and no further Palm Beach County funds are required.

Total Funding	1452
Funds	
Grant/Award	4,097
Match (10%)	0
NSIP	0
Program Income	0
Annual Budgeted County Funds	<u>90,252</u>
Total	94,349

C. Departmental Fiscal Review: Julie Dowe
DocuSigned by: Julie Dowe 05A09070068BC4M...
 Julie Dowe, Director, Financial & Support Services

III. REVIEW COMMENTS

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


B. Legal Sufficiency:
Anne Belmont 7-9-2020
 Assistant County Attorney

C. Other Department Review:

 Department Director

MEMORANDUM OF UNDERSTANDING**BETWEEN****FLORIDA DEPARTMENT OF ELDER****AFFAIRS AND****PALM BEACH COUNTY DIVISION OF SENIOR SERVICES****I. PARTIES**

This Memorandum of Understanding (MOU) is entered into between Florida Department of Elder Affairs (Department or DOEA), an agency of the State of Florida, and Palm Beach County, Division of Senior Services, (Volunteer Station).

II. BACKGROUND

The mission of the Department is to serve elders as they live, contribute, and build legacies in Florida. The Department's vision is for all Floridians to age with dignity, purpose, and independence. As partners and stakeholders in Florida's aging services network, area agencies on aging, lead agencies, and local service providers are expected to support the Department's mission, vision, and program priorities.

The Senior Companion Program (SCP) improves lives, strengthens communities and fosters civic engagement through service and volunteering. Senior Companions are individuals age 55 and older who help adults with special needs remain independent and living in their own homes. Senior Companion volunteers provide companionship services including in-home respite, escorted transportation, shopping assistance, and homemaking).

III. PURPOSE AND GOALS

The purpose of this MOU is to designate Palm Beach County's Department of Community Services, Division of Senior Services as a Department SCP Volunteer Station, as currently established by the MyFloridaMarketPlace (MFMP) Purchase Order and its attachments, incorporated herein by reference, for implementation of the SCP as authorized by the Domestic Volunteer Service Act of 1973, and 42 United States Code (U.S.C.) § 4950 et seq., and in accordance with Title 45 Code of Federal Regulations (C.F.R.), Part 2551, and further describe the rights and duties of the Parties. Designated volunteer stations assist the Department with overall program implementation including volunteer recruitment, training, assignments, performance evaluation, and all other activities as outlined in the MFMP Purchase Order, Attachment I, SCP Scope of Service.

The major goals of the SCP are to:

- A. Engage persons fifty-five (55) and older, particularly those with limited incomes, in volunteer service to meet critical community needs;
- B. Provide benefits to volunteers to enable them to provide services at no cost to themselves. Such benefits include stipends and/or meals and mileage reimbursement, to those volunteers who qualify for such reimbursement;
- C. Provide supportive services to elders to maintain independent living; and
- D. Provide a high-quality experience that will enrich the lives of the volunteers.

IV. TERM OF AGREEMENT

This MOU shall begin at twelve (12:00) A.M., Eastern Standard Time July 1, 2020, or on the date this MOU has been signed by the last party required to sign it, whichever is later. It shall end at eleven fifty-nine (11:59) P.M., Eastern Standard Time June 30, 2021, or when the MFMP Purchase Order is terminated, whichever occurs first.

V. RENEWALS

By mutual agreement of the Parties, in accordance with Section 287.058(1)(g), Florida Statutes (F.S.), the Department may renew the MOU for a period not to exceed two years, or the term of the MFMP Purchase Order, whichever is longer. The renewal price, or method for determining a renewal price, is set forth in the PO, bid, proposal, or reply. No other costs for the renewal may be charged. Any renewal is subject to the same terms and conditions as this MOU and contingent upon satisfactory performance evaluations by the Department and the availability of funds.

VI. DEFINITIONS AND PROGRAM TERMS

Contracted Payroll Vendor – The independent third-party company (Innovative Payroll Service, Inc.) that processes and distributes stipends and volunteer benefits through electronic funds transfers (EFTs) or issuance of checks after each payroll cycle.

Corporation or CNCS– The Corporation for National and Community Service (CNCS) established under the National Community Service Act (NCSA), as amended, 42 U.S.C. §1201 et seq., which administers the SCP.

In-home – The non-institutional assignment of a Senior Companion in a private residence.

Respite – In-home assistance for a homebound elderly individual from someone who is not a member of the family unit, which allows the family unit the ability to leave the homebound elderly individual for a period of time. Section 430.071, F.S.

Sponsor – DOEA is the sponsor.

Stipend – A payment to Senior Companions to enable them to serve without cost to themselves. The amount of the stipend is determined by CNCS and is payable in regular installments. The minimum amount of the stipend is set by law at \$3.00 per hour and shall be adjusted by the Corporation's CEO from time to time. The maximum allowable annual stipend is \$6,264.00. In accordance with the Domestic Service Act, the stipend is not taxable income.

Telephone Reassurance Service – Is defined as regular telephone contacts with clients to ensure continued well-being of the individual and to provide social contact. The use of this service must be justifiable and approved in advance.

Volunteer Service Hours (VSH) – The total hours provided by volunteers on behalf of the program, including direct service, travel, and training hours. A Senior Companion must serve a minimum of 15 hours per week and may not serve more than 40 hours per week.

Volunteer Service Year (VSY) – A period of time equivalent to 1,044 hours of service. A Senior Companion may not serve more than two VSYs, or 2,088 hours.

Volunteer Station – A public agency, secular or faith-based private non-profit organization, or proprietary health care organization that accepts the responsibility for assignment and supervision of SCP volunteers in health, education, social service or related settings, such as multi-purpose centers, home health care agencies, or similar establishments. Each volunteer station must be licensed or otherwise certified, when required, by the appropriate state or local government. Neither informal groups nor private homes qualify as volunteer stations.

VII. PARTIES' RESPONSIBILITIES

- A. The Department shall undertake the following activities in accordance with the MFMP Purchase Order, Attachment I, SCP Scope of Service:
1. Ensure that a volunteer station is a public agency or non-profit private organization whether secular or faith-based, or an eligible proprietary health care agency capable of serving as a volunteer station for the placement of Senior Companions.
 2. Establish a SCP Advisory Council to advise and make recommendations pertaining to programmatic and administrative matters regarding clients and volunteers participating in the SCP.
 3. Provide accident and liability insurance for enrolled volunteers as required by SCP regulations. The insurance provided by the Department is secondary coverage and is not primary insurance.
 4. Provide funding to the contracted SCP payroll vendor for volunteer benefits such as stipends, meals, and mileage for direct payments to Senior Companion volunteers.
 5. Provide funding to the Volunteer Station for SCP operating costs such as background screenings, volunteer training, supplies, and volunteer service recognition in support of the SCP through a State of Florida purchase order for the period of July 1, 2020 – June 30, 2021.
 6. Provide technical assistance to SCP volunteer stations and volunteers in proper use of volunteer timesheets, reimbursement requests, and other required documentation.
 7. Provide program specific technical assistance and guidance including at least one annual on-site visit to review program operations and participate in volunteer related training, meetings, or recognition events.

8. Provide ongoing support and oversight for all program operations and compliance including budget management and volunteer operations.
 9. Coordinate with other volunteer and aging programs statewide to foster effective communication and avoid duplication of services.
- B. The Volunteer Station shall perform the following activities in accordance with this MOU and the MFMP Purchase Order Attachment I, SCP Scope of Service:
1. Maintain a policy prohibiting discrimination based on race, color, national origin, sex, age, religion, political affiliation, disability, or limited English proficiency.
 2. Recruit, interview, and select volunteers for enrollment in the program who meet the SCP volunteer criteria set forth in Title 45 C.F.R. Part 2551, taking special efforts to recruit eligible individuals from minority groups, persons with disabilities, and underrepresented groups.
 3. Conduct and document criminal history checks for all SCP volunteers in accordance with the requirements established for a National Service Criminal History Check by CNCS in accordance with 42 U.S.C. § 12645g and 45 C.F.R. §§ 2540.200-2540.207. Simultaneously, pursuant to 45 CFR §2540.204, conduct and document a compliant National Sex Offender Public Website (NSOPW) check that has been examined and documented as finding or not finding that the individual exists on the name-based results list, *before* an individual starts work or service as directed by CNCS current guidance. The NSOPW is conducted at no cost using the database at <https://www.nsopw.gov/> prior to the volunteers first day of service. Further information regarding National Service History Checks and CNCS's Criminal History Check Resources may be found at <https://www.nationalservice.gov/resources/criminal-history-check>. In addition, the Volunteer Station shall ensure that the requirements of Section 430.0402 and Chapter 435, F.S., as amended, are met regarding background screening for all persons who meet the definition of a direct service provider and who are not exempt from the Departments level 2 background screening pursuant to Section 430.0402(2)-(3), F.S. To demonstrate compliance with this provision, the Volunteer Station shall submit to the Department the Background Screening Affidavit of Compliance (Screening Form), **Attachment 22**, upon thirty (30) days of execution of this MOU. Should the Department have a completed Screening Form on file for the Volunteer Station, a new Screening Form will be required every twelve (12) months. Further information concerning the procedures for background screenings may be found at <http://elderaffairs.state.fl.us/doea/backgroundscreening.php>. Volunteer stations are required to meet both state and federal requirements for SCP volunteer criminal history background checks.
 4. Conduct pre-service orientation and ongoing in-service training for volunteers.
 5. Partner with the Department to develop an assignment plan for each Senior Companion and for each client. Volunteer Station staff and the volunteer must sign the written assignment plan, which identifies the clients to be served, the role and activities of the volunteer, the expected outcomes for each client, and the period each client should receive such services. Volunteer Station staff, Department project staff, and each volunteer Senior Companion will review the Senior Companion's assignment as well as the impact it will have on the client's ability to continue to live independently in their home and/or the impact on client caregiver respite.
 6. Provide site specific and special training (i.e. confidentiality training) to volunteers as needed to meet the required number of training and volunteer service hours.
 7. Track volunteer hours to ensure compliance with minimum and maximum thresholds for service hours and training in accordance with program regulations.
 8. Ensure adequate health and safety provisions for volunteers.
 9. Investigate and immediately submit to the Department written reports of any accidents or injuries involving SCP volunteers.
 10. Conduct publicity activities regarding SCP, including promoting program activities and events in local print and news media. Publicity materials must be approved in writing by the DOEA SCP Coordinator prior to use.
 11. Arrange for appropriate SCP recognition and participate in statewide volunteer recognition efforts hosted by the Department.

12. Track budgets related to purchase orders and volunteer activities (e.g. Volunteer Benefits Budget) and payments to volunteers.
13. Complete the following items per this MOU and the MFMP Purchase Order, Attachment I, SCP Scope of Service, for submission to the Department:
 - a) SCP Volunteer Payroll Expense Record: Report bi-weekly volunteer hours and supporting documentation to the payroll vendor and the Department.
 - b) Timesheet: Submit monthly original volunteer timesheets on or before the 10th of each month following the month of service.
 - c) Progress Reports: Complete bi-annual reports documenting the impact of services provided by volunteers.
 - d) Volunteer Performance Evaluations: Complete annual performance evaluations for each assigned volunteer.
 - e) Surveys: Administer annual client surveys and compile related data reports for clients and volunteers.

VIII. HIPAA COMPLIANCE

The parties agree to abide by all applicable federal and state laws and regulations regarding protection of patient confidentiality, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

IX. RESOLUTION OF DISPUTES

Any dispute concerning performance of this MOU or the MFMP Purchase Order shall be decided by the DOEA SCP Coordinator, who shall reduce the decision to writing and serve a copy on the Volunteer station. If any dispute arises out of this MOU or the MFMP Purchase Order, the venue of such legal recourse shall be Leon County, Florida.

X. FINANCIAL OBLIGATIONS OF THE PARTIES

A. Payment

Payments shall be made to the Volunteer station for cost reimbursement as outlined in Section III. Method of Payment of the MFMP Purchase Order, Attachment I, SCP Scope of Service. The DOEA SCP Coordinator will review the Volunteer station's invoice submitted for reimbursement and will approve the invoice only if the Volunteer station has met all terms and conditions of this MOU and the MFMP Purchase Order, unless the purchase order or this MOU specify otherwise. The approved invoice will be submitted to the Department's finance section for budgetary approval and processing. Disputes arising over invoicing and payments will be resolved in accordance with the provisions of Section 215.422, F.S. A Vendor Ombudsman has been established within the Florida Department of Financial Services and may be contacted at 800-342-2762.

B. Submission of Invoices

The Volunteer Station agrees to invoice the Department for reimbursement of operating expenses, such as volunteer criminal background screenings, training and supplies, and volunteer service recognition and physical examination, in sufficient detail for a proper pre-audit and post-audit thereof, in accordance with the MFMP Purchase Order, Attachment I, SCP Scope of Service. The Volunteer station shall submit invoices with supporting documentation to the Department, which shall consist of the following:

1. Participating Entity's name and mailing address;
2. IRS/FEID number;
3. Direct Order Number;
4. Date of Invoice period;
5. All source documentation including original receipts. Verifiable documentation, including receipts, is required for reimbursement for program costs such as volunteer physical examinations, cost sharing for copier/printer machines, FedEx, etc.

XI. TERMINATION

This MOU shall be automatically terminated upon termination of the MFMP Purchase Order.

A. Termination for Convenience

The Department, by written notice to the Volunteer Station, may terminate this MOU in whole or in part when the Department determines in its sole discretion that it is in the State's interest to do so. The Volunteer station shall not furnish any product after it receives the notice of termination, except as necessary to complete the continued portion of this MOU, if any. The Volunteer station shall not be entitled to recover any cancellation charges or lost profits.

B. Termination for Cause

Either party may terminate this MOU with or without cause with seven (7) days' notice to the other party, in writing, sent by certified mail, return receipt requested. Cause shall be limited to the failure by a party to timely carry out any of its responsibilities under this MOU or the MFMP Purchase Order absent excuse or extenuating circumstances as determined by the DOEA SCP Coordinator. Termination of this MOU shall serve to terminate the MFMP Purchase Order.

XII. OTHER CONDITIONS

A. Annual Appropriation

CNCS awards the Senior Companion grant to the Department every three (3) years with annual renewals based on availability of funds. State General Revenue funds are allocated as a match for the federal grant award. The State of Florida's and the Department's performances and obligations to pay for services under this Agreement are contingent upon approval of funding by CNCS.

B. Records

1. Public Records and Retention

- a) By execution of this MOU, Volunteer station agrees to all provisions of Chapter 119, F.S., and any other applicable law, and shall:
 - (1) Keep and maintain public records required by the Department to perform the agreement services.
 - (2) Upon request from the Department's custodian of public records, provide the Department a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
 - (3) Ensure that public records that are exempt, or confidential and exempt, from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following completion of the agreement if the Volunteer Station does not transfer the records to the Department.
 - (4) Upon completion of the MOU, the Volunteer Station will either transfer, at no cost to the Department, all public records in possession of the Volunteer Station, or will keep and maintain public records required by the Department. If the Volunteer Station transfers all public records to the Department upon completion of the agreement, Volunteer Station shall destroy any duplicate public records that are exempt, or confidential and exempt, from public records disclosure requirements. If the Volunteer Station keeps and maintains public records upon completion of the agreement, the Volunteer Station shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Department in a format that is compatible with the information technology systems of the Department.
- b) The Department may unilaterally cancel this MOU, notwithstanding any other provisions of this agreement, for refusal by the Volunteer Station to comply with Section 10 of this agreement by not allowing public access to all documents, papers, letters, or other material made or received by the Volunteer Station in conjunction with this agreement, unless the records are exempt, or confidential and exempt, from Section 24(a) of Article I of the State Constitution and Section 119.07(1), F.S.

IF THE VOLUNTEER STATION HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VOLUNTEER STATION'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**Public Records Coordinator
Florida Department of Elder Affairs
4040 Esplanade Way
Tallahassee, Florida 32399
850-414-2074
doeapublicrecords@elderaffairs.org**

2. Audit Records

The Volunteer Station agrees to maintain books, records, and documents, including electronic storage media, in accordance with generally accepted accounting principles, standards, procedures, and practices.

C. Use of Funds for Lobbying Prohibited

The Volunteer Station shall comply with the provisions of Section 11.062, F.S., and Section 216.347, F.S., which prohibit the expenditure of agreement funds for the purpose of lobbying the legislature, judicial branch or a state agency.

D. Indemnification

The Volunteer Station agrees to be liable for all claims, suits, judgments, or damages, including court costs and attorneys' fees, arising out of the negligent or intentional acts or omissions of the Volunteer Station and its agents, subcontractors and employees during the operation of this MOU and the MFMP Purchase Order. Further, the Volunteer Station shall indemnify, save, defend, and hold harmless the Department and its agents and employees from any and all claims, demands, actions, causes of action of whatever nature or character, arising out of or by reason of the execution of this MOU or the MFMP Purchase Order or performance of the services provided for herein. It is understood and agreed that the Volunteer Station is not required to indemnify the Department for claims, demands, actions or causes of action arising solely out of the negligence of the Department.

1. Section D. is not applicable to agreements executed between the Department and state agencies or subdivisions defined in Section 768.28(2), F.S.

E. Patents, Copyrights, Royalties

If this MOU or the MFMP Purchase Order involves awarded state or federal funding and if any discovery, invention, or copyrightable material is developed, produced, or for which ownership was purchased in the course of or as a result of work or services performed under this MOU or the MFMP Purchase Order, the Volunteer Station shall refer the discovery, invention or material to the Department to be referred to the Department of State. Any and all patent rights or copyrights accruing under this MOU or the MFMP Purchase Order are hereby reserved to the State of Florida in accordance with Chapter 286, F.S. Pursuant to Section 287.0571(5)(k), F.S., as amended, the only exceptions to this provision shall be those that are clearly expressed and reasonably valued in the MFMP Purchase Order:

1. If the primary purpose of the MFMP Purchase Order is the creation of intellectual property, the State of Florida shall retain an unencumbered right to use such property, notwithstanding any agreement made pursuant to this Section E.
2. If the MFMP Purchase Order is awarded solely federal funding, the terms and conditions are governed by 2 CFR § 200.315 or 45 CFR § 75.322, as applicable.
3. Notwithstanding the foregoing provisions, if the Volunteer Station or one of its Subcontractors is a university and a member of the State University System of Florida, then Section 1004.23, F.S., shall apply, but the Department shall retain a perpetual, fully-paid, nonexclusive license for its use and the use of its Volunteer Stations, Subcontractors or Assignees of any resulting patented, copyrighted or trademarked work products.

AGENCY CONTACTS

The following individuals are named as Agency Contacts for purposes of administration of this Agreement:

FOR THE DEPARTMENT:

Ms. Tammy Anderson, FCCM
 SCP Project Director
 Department of Elder Affairs
 4040 Esplanade Way
 Tallahassee, Florida 32399-7000
 (850) 414-2374
andersont@elderaffairs.org

Mrs. Anne Chansler, FCCM
 Director of Elder Protection
 Department of Elder Affairs
 4040 Esplanade Way
 Tallahassee, Florida 32399-7000
 (850) 414-2157
chanslera@elderaffairs.org

FOR PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

Ms. Margarita G. Longoria, Volunteer Services Coordinator
 Palm Beach County BOCC, Division of Senior Services
 810 Datura Street, Suite 300
 West Palm Beach Florida 33401-3128
 (561) 355-4798
mlongori@pbcgov.org

I. REVIEW AND MODIFICATION

- A. Upon request of either party, both parties will review this MOU at least annually to determine whether its terms and conditions are still appropriate. The parties agree to renegotiate terms and conditions hereof if it is mutually determined that changes in this MOU are necessary. There are no obligations to agree by either party.
- B. Modifications to the provisions of this MOU, except for Section XIII. Agency Contacts shall be valid only through execution of a formal written amendment to the MOU.

II. ALL TERMS AND CONDITIONS INCLUDED:

- A. This MOU, including any attachments and exhibits to this MOU, together with any documents incorporated by reference, contain all the terms and conditions agreed upon by the Parties.
- B. Volunteers shall be recruited to support (14) VSYs and meet an annual goal of (14,616) hours of service during the project period. Volunteers must serve a minimum of 15 hours per week. The Department reserves the right to adjust VSYs based on local and statewide performance. Recruited volunteers shall be representative of the community they serve and meet program eligibility requirements as outlined in this contract.

By signing this MOU, the Parties agree that they have read and agree to the entire MOU.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have caused this eight (8) page MOU to be executed by their undersigned officials as duly authorized.

ATTEST: Sharon R. Bock
Clerk and Comptroller

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

SIGNED BY:	SIGNED BY:
NAME:	NAME: DAVE KERNER
TITLE: Deputy Clerk	TITLE: MAYOR
DATE:	DATE:

STATE OF FLORIDA, DEPARTMENT OF ELDER AFFAIRS

SIGNED BY:
NAME: RICHARD PRUDOM
TITLE: SECRETARY
DATE:

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND CONDITIONS

SIGNED BY: <div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small> <i>Helene C. Hvizd</i> <small>DF0DF20B2229413...</small> </div>	SIGNED BY: <div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small> <i>Taruna Malhotra</i> <small>1459E4101F1049C...</small> </div>
NAME:	NAME: TARUNA MALHOTRA
TITLE: ASSISTANT COUNTY ATTORNEY	TITLE: ASSISTANT DIRECTOR, DEPARTMENT OF COMMUNITY SERVICES
DATE: 7/2/2020	DATE: 7/2/2020

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX - 144 - 070120*1583
BGRV - 144 - 070120*506

FUND (1006) - DOSS - Administration

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 7/1/2020	REMAINING BALANCE
REVENUE								
DOSS Senior Companion Program								
144 1452 4699	Charge Services Other Human Services	2,320	2,320	4,422		6,742		
Total Revenue		9,923,490	10,528,690	4,422	0	10,533,112		
EXPENDITURE								
DOSS Senior Companion Program								
144 1452 4801	Promoti Activities (Ord 86-19)	3,073	3,073	4,422		7,495	148	7,347
Total Expenditures		9,923,490	10,528,690	4,422	0	10,533,112	148	10,532,964

Signatures

Date

By Board of County Commissioners
At Meeting on July 14, 2020

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION James Green

Administration/Budget Department Approval

OFMB Department - Posted

DocuSigned by:

Taruna Malhotra

7/2/2020

Deputy Clerk to the
Board of County Commissioners