Agenda Item #: 3A-2

#### PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: September 15, 2020		[x] Consent	[ ] Regular [ ] Public Hearing		
Submitted By:	Administration	[] Orumance			
Submitted For:	Judicial – Court Administration				

### I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: return on behalf of the Fifteenth Judicial Circuit unutilized donated funds of \$6,193 to "Making Every Day Count, Inc.".

**Summary:** On December 18, 2018, the Board of County Commissioners, on behalf of the Fifteenth Judicial Circuit, accepted a donation of \$22,627 from Making Every Day County, Inc. (3DD-1). These funds were to support employment of a Juvenile Court Case Manager to cover salary, applicable employment taxes, and travel costs. Due to the position being vacant since May 19, 2020, there is a remaining \$6,193 of which the donator has requested to return. Countywide (AH)

**Background and Justification:** The remaining funds (\$6,193) are not sufficient to successfully recruit another employee to perform these duties and there is no alternative usage of the funds. Making Every Day Count was contacted and they requested a refund.

#### Attachment(s):

1. Initial Commitment Letter from Making Every Day Count, Inc.

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Recommended by:	Man for BLD	9-11-20
-	Department Director	Date
Approved By:		9-14-2020
	Deputy County Administrator	Date
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## **II. FISCAL IMPACT ANALYSIS**

# A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020			
Capital	0			
Expenditures				
<b>Operating Costs</b>	\$6,193			
External				
Revenues				
Program				
Income(County)		 		
In-Kind				
Match(County		 		
NET FISCAL	\$6,193			
IMPACT				
<b>#ADDITIONAL</b>	0			
FTE		 		
POSITIONS	0			
(CUMULATIVE		 	<u> </u>	

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 0001 520 Organization 5246 Object 8201 Agency

**B. Recommended Sources of Funds/Summary of Fiscal Impact:** N/A This is refund of a limited use donation.

C. Departmental Fiscal Review:

9/9/20 Imas

**III. REVIEW COMMENTS:** 

A.	OFMB Fiscal and/or Contract Dev. and Cor	itrol Comments:
$\left( \right)$		ontract Dev. & Control Juroba PAI Dog
B.	Legal Sufficiency	C M HIGH A + ( 1 HH
	Act Mar	For A. Helfart, Ast Caly Httmy 9/11/2020
	Assistant County Attorney Ganaral	Cansel

**C**. **Other Department Review** 

**Department Director** 

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)



Martha Ahr, President Making Every Day Count, Inc. 501 South Flagler Drive, Suite 501 West Palm Beach, FL 33401

November 20, 2018

Hon. Krista Marx Fifteenth Judicial Circuit 205 North Dixie Highway West Palm Beach, FL 33401

Dear Judge Marx:

Making Every Day Count, Inc., a 501(c)(3) organization, wishes to donate additional funding in the amount of \$22,627.00 to Palm Beach County, for use by the Court to continue funding a parttime County-funded Court Employee with the title of "Juvenile Court Case Manager". The position in this second year will be for twenty (20) hours per week at \$20.53 per hour. The donated amount will cover the salary, applicable employment taxes, and travel cost. Making Every Day Count, Inc. agrees to provide funding for one additional year. The effective date of the funding will be take effect at the expiration of the previously funded donation and end one year later.

The duties of the position include the following:

- Recruit and identify advocates to support Delinquency and Family Drug Court participants
- Work collaboratively with Delinquency Drug Court ("DDC") and Family Drug Court ("FDC") staff to match advocates with program participants
- Implement and administer practices to monitor the advocate/participant matches
- Create background verification protocols for advocates and oversee the process
- Implement and provide an orientation for new advocates
- · Identify required resources to supplement the activities of the advocates
- Make recommendations to the Board regarding the needs of DDC and FDC participants
- Assist the Drug Court advocates, as needed
- Report to Making Every Day Count, Inc. every six months and/or as requested.

The position shall report to the Juvenile Court Operations Manager, under the Supervision of the Administrative Judge of the Juvenile Division. Additional relevant duties may be added, as needed.

With the funding of this position, we hope to assist the administration of the Delinquency and Family Drug Court programs to better serve the participants.

Sincerely,

Martha Phr

Martha Ahr