

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: February 7, 2023 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: CRIMINAL JUSTICE COMMISSION
Submitted For: CRIMINAL JUSTICE COMMISSION

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: First Amendment to Grant Agreement (R2021-1576) between Palm Beach County (County) and the Legal Aid Society of Palm Beach County (Legal Aid) to extend the Agreement from October 18, 2022 through October 18, 2023 and to increase the contract amount by \$75,000 for a not to exceed amount of \$150,000.

Summary: The First Amendment to the Grant Agreement with Legal Aid extends the funding period to support the continuation of the Community ID Card Program. On October 19, 2021 the Palm Beach County Board of County Commissioners delegated signature authority to the County Administrator or designee to execute amendments related to said Grant Agreement. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating department as a receive and file agenda item. **Countywide (HH)**

Background and Justification: Legal Aid began the Community ID Card Program in February 2019 with a startup grant of \$40,000 from the City of West Palm Beach. The County provided \$75,000 for one (1) year of funding in Fiscal Year 2021/2022 to continue this program. The County is providing temporary funding for one (1) additional year to support the continuation of the Community ID Card Program. It is the expectation of the County that Legal Aid will seek permanent funding from other sources to sustain this program.

During its first year of operations, the program issued 3,000 Community ID cards. In 2020, this number dropped significantly to 180, primarily due to funding shortfalls and the pandemic. The number of ID cards has increased from 313 in April – December 2021 to 628 in January to November 2022. Legal Aid estimates approximately 75-90% of these cards were issued to undocumented members of the community. The cost of each ID card is \$20 and is renewable annually. The Cities of West Palm Beach, Lake Worth Beach and Belle Glade passed resolutions to accept the Community ID cards for access to city services such as: library use, a secondary form of ID for utilities, and admissions to city events. According to Legal Aid, Guardians Credit Union, local pharmacies, County libraries, and The Health Care District of Palm Beach County accept the ID cards. As of March 2022, the Palm Beach County Sheriff's Office supports the program and its process in the current format.

Attachment:
1) First Amendment to Grant Agreement with Legal Aid
Regenia Herring

Recommended by: S. _____
Digitally signed by Regenia Herring S. DN: cn=Regenia Herring S, o=Palm Beach County, ou=CRJIC, ou=Users, email=Regenia.Herring.S@pbcgov.org, c=US, Reason: I am the author of this document. Date: 2023.01.18 12:57:58-0500 Adobe PDF Editor Version: 11.2.1

Department Director _____ Date _____
Approved by: _____ 1/25/23
Assistant County Administrator _____ Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Personal Services					
Operating Expenses	\$75,000				
Capital Outlay					
Grants and Aids					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	<u>\$75,000</u>				

ADDITIONAL FTE POSITIONS (Cumulative) _____

Is Item Included In Current Budget? Yes X No _____
 Does this item include the use of federal funds? Yes _____ No X

Budget Account Exp No: Fund 0001 Department 760 Unit 7623 Object 3401
 Rev No: Fund _____ Department _____ Unit _____ RevSc _____

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

Fund: General Fund
 Unit: ID Cards



Digitally signed by
 Mariana Diaz
 Date: 2023.01.09 16:
 54:42-05'00'

Departmental Fiscal Review: _____

III. REVIEW COMMENTS

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

1/13/2023
 MG 1/12 JAE 1/10
OFMB

1/18/23
Contract Administration

B. Legal Sufficiency:

1/18/23
Assistant County Attorney

C. Other Department Review:

 Department Director

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

**FIRST AMENDMENT TO
GRANT AGREEMENT FOR COMMUNITY ID PROGRAM**

THIS FIRST AMENDMENT is dated the 18th day of October 2022, by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the “COUNTY” and Legal Aid Society of Palm Beach County, Inc., (hereinafter referred to as “LEGAL AID,”) whose FEIN ID is 59-6046994.

WITNESSETH:

WHEREAS, on October 19, 2021 the COUNTY, through its Criminal Justice Commission (CJC), and LEGAL AID entered into a Grant Agreement for Community ID Program (R2021-1576) (the Grant Agreement), which provided a one-year grant award to continue the Community ID Card Program; and

WHEREAS, the COUNTY is providing temporary grant funding for one (1) additional year to support the continuation of the Community ID Card Program. It is the expectation of the COUNTY that LEGAL AID will seek permanent funding from other resources to sustain the Community ID Card Program; and

WHEREAS, the COUNTY and LEGAL AID desire to extend the term of the agreement by one-year to October 18, 2023, and amend the conditions.

NOW THEREFORE, the parties mutually agree that the Grant Agreement is amended as follows:

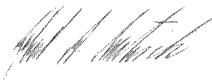
- I. **SECTION 2. TERM** is hereby replaced in its entirety with the following:
 - 2.1 This Agreement shall be effective as of October 19, 2021 and shall continue in full force and effect until October 18, 2023, unless otherwise terminated as provided in the Agreement.
- II. Paragraph 1.1 of **SECTION 1. GRANT AND USE OF FUNDS** is hereby replaced in its entirety with the following:
 - 1.1 The COUNTY hereby grants to LEGAL AID an amount not to exceed One Hundred Fifty Thousand and zero cents (\$150,000.00) to be used solely for operations of the Community ID program (the “Grant”).

- III. Exhibit A, Scope of Work, attached hereto and incorporated herein by reference, is added to the Agreement.
- IV. Exhibit B, Budget, attached hereto and incorporated herein by reference, is added to the Agreement.
- V. All other provisions of the Grant Agreement not in conflict with this First Amendment remain in full force and effect.


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IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida, has made and executed this First Amendment on behalf of the COUNTY, and the Legal Aid Society of Palm Beach County, Inc. (ENTITY) has hereunto set its hand the day and year above written.


**LEGAL AID SOCIETY OF
PALM BEACH COUNTY, INC.**

By:  Digitally signed by Robert A Bertisch
Date: 2022.10.18 08:23:08 -04'00'
**Robert A. Bertisch, Esq.
Executive Director**

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BY REGENIA HERRING, EXECUTIVE
DIRECTOR OF THE CRIMINAL
JUSTICE COMMISSION**

By:  Digitally signed by Regenia Herring S.
DN: c=US, o=Palm Beach County, ou=Office of the Executive Director, cn=Regenia Herring S.
[Regenia Herring S.] have reviewed this document
Location: your signing location here
Date: 2022.10.18 13:04:14-0400'
Total PDF Editor Version: 11.2.1
**Regenia Herring
Executive Director
Criminal Justice Commission**

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By:  Digitally signed by Helene Hvizd
DN: c=US, o=Palm Beach County, ou=Office of the Executive Director, cn=Helene Hvizd,
[Helene Hvizd] have reviewed this document
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Date: 2022.10.18 09:53:33-0400'
Total PDF Editor Version: 11.2.1
**Helene C. Hvizd
Assistant County Attorney**

**APPROVED AS TO TERMS AND
CONDITIONS**

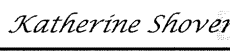
By:  Digitally signed by Katherine Shover
DN: c=US, o=Palm Beach County, ou=Office of the Executive Director, cn=Katherine Shover,
[Katherine Shover] have reviewed this document
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Total PDF Editor Version: 11.2.1
**Katherine Shover
Interim Manager of Criminal
Justice Systems
Criminal Justice Commission**

Exhibit A
Scope of Work

PURPOSE OF THE PROJECT

The purpose of the extension of the Grant Agreement is to continue LEGAL AID'S work in furtherance of the goals of providing identification to requesting residents of Palm Beach County. The Community ID cards are anticipated to assist homeless individuals, persons re-entering the community after incarceration, those who do not have driver's licenses, and individuals in need of secondary identification.

Outcomes:

- A. Increase participation in the program 5% over prior year.
- B. Increase event attendance and outreach 5% over prior year.
- C. Provide quarterly program reports that provide demographic information (age, sex, race/ethnicity) on individuals served, the number of individuals served, the number of workshops, events and outreach held, and the total amount of funds collected for the ID Cards and how the collected funds are utilized.

EXHIBIT B

BUDGET

BUDGET: Funding in the total amount of \$150,000 for the Community ID Card Program, \$75,000 has been disbursed through October 18, 2022, and \$37,500 will be disbursed upon receipt of the semi-annual report, with an additional \$37,500 to be disbursed upon receipt of the final report.