

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

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2026	2026	2027
Capital Expenditures					
Operating Costs	(133,985)				
External Revenue	130,000				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	3,985				

# ADDITIONAL FTE POSITIONS (Cumulative)	(2)				
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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 1004 Dept 142 Unit 1427 Object Var. Program Code Var. Program Period

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

DocuSigned by:
Julie Dowe
05AC9C7CC5BC4A4...

C. Departmental Fiscal Review:

Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

Julie Martin 2/22/2023
OFMB *EGW*
2-17-23

Dr. J. J. J. J. J. 2/27/23
Contract Development and Control

B. Legal Sufficiency:

Helene C. Hagedorn 3-1-23
Assistant County Attorney

C. Other Department Review:

Department Director

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

RESOLUTION NO. R-2023- _____

**A RESOLUTION OF THE BOARD OF COUNTY
COMMISSIONERS OF PALM BEACH COUNTY,
FLORIDA, REPEALING RESOLUTION R- 2014-
0402; SUNSETTING THE FARMWORKER
PROGRAM ADVISORY BOARD; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida (BCC) created the Farmworker Program Advisory Board (FPAB) on April 1, 2014 via Resolution R-2014-0402, as required by the Florida Department of Education for all Farmworker Program Grant recipients, to advise and provide recommendations to the BCC and County staff regarding relevant policies that impact the Farmworker Career Development Program (FCDP), students, and employment opportunities within the community; and

WHEREAS, during the nine years following the creation of the FPAB, the County has supported initiatives to provide and enhance job skills that lead to higher paying job opportunities for farmworkers and their dependents to promote economic self-sufficiency, and owes a great debt of gratitude to the FPAB members for the successes of the program; and

WHEREAS, the role of the FPAB has diminished over time as the Human Services and Community Action Program (HSCAP) staff have gained experience in implementing vocational training and employment initiatives for low-income individuals, including farmworkers and their dependents; and

WHEREAS, the HSCAP Division within the Community Services Department works with the County's Community Action Advisory Board (CAAB), which includes members representing the Glades area, who will continue to advise, assist and support the farmworker population and their dependents in gaining the skills to obtain higher paying jobs to promote economic self-sufficiency; and

WHEREAS, the County no longer receives the Farmworker Program Grant.

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

Section 1: Repealing R-2014-0402

Resolution R-2014-0402 is hereby repealed, and the Farmworker Program Advisory Board is sunsetted.

Section 2: Effective Date

The provisions of this Resolution shall be effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida.

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

Commissioner Gregg K. Weiss, Mayor	_____
Commissioner Maria Sachs, Vice Mayor	_____
Commissioner Maria G. Marino	_____
Commissioner Michael A. Barnett	_____
Commissioner Marci Woodward	_____
Commissioner Sara Baxter	_____
Commissioner Mack Bernard	_____

The Mayor thereupon declared the Resolution duly passed and adopted this _____ day of _____, 2023.

ATTEST:
CLERK OF THE CIRCUIT COURT
AND COMPTROLLER:
Joseph Abruzzo

PALM BEACH COUNTY, Florida
By its Board of County Commissioners

By: _____
Deputy Clerk

By: _____
Gregg K. Weiss, Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

APPROVED AS TO CONTENT:

By: _____
Senior Assistant County Attorney

DocuSigned by:
Helene C. Hvizd
BF3DF20B2223413...

By: _____
Reginald K. Duren, Assistant
County Administrator

DocuSigned by:
Reginald Duren
C21D6E30F50447F...

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

1004 Farmworker Career Development Program

BGRV 01312300000000

BGEX 01312300000000

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 01/31/2023	REMAINING BALANCE
<u>REVENUES</u>								
1004-142-1427-3168		130,000	130,000	0	130,000	0		
1004-142-1427-8000		3,985	3,985	0	3,985	0		
	Total	133,985	133,985	0	133,985	0		
<u>EXPENDITURES</u>								
1004-142-1427-1201	Salaries & Wages Regular	55,524	55,524	0	55,524	0	0	0
1004-142-1427-1301	Salaries & Wages Non-FRS Employees	1	1	0	1	0	0	0
1004-142-1427-1401	Salaries & Wages Overtime	1	1	0	1	0	0	0
1004-142-1427-1501	Salaries & Wages FRS contribution	1	1	0	1	0	0	0
1004-142-1427-1504	Wages-Union Sick-No FRS contribution	1	1	0	1	0	0	0
1004-142-1427-2101	Fica-Taxes	3,442	3,442	0	3,442	0	0	0
1004-142-1427-2105	Fica-Medicare	805	805	0	805	0	0	0
1004-142-1427-2201	Retirement Contributions-FRS	6,641	6,641	0	6,641	0	0	0
1004-142-1427-2301	Insurance-Life & Health	18,770	18,770	0	18,770	0	0	0
1004-142-1427-2401	Workers Compensation	238	238	0	238	0	0	0
1004-142-1427-2501	Unemployment Compensation	567	567	0	567	0	0	0
1004-142-1427-3103	Medical/Health Care Services	1	1	0	1	0	0	0
1004-142-1427-3128	Investigative Service	1	1	0	1	0	0	0
1004-142-1427-3401	Other Contractual Services	1	1	0	1	0	0	0
1004-142-1427-3403	Custodial or Janitorial Services	1	1	0	1	0	0	0
1004-142-1427-3404	Temp Serv/Contracted Salaries	1	1	0	1	0	0	0
1004-142-1427-3421	Contractual Services-Training	1,000	1,000	0	1,000	0	0	0
1004-142-1427-3438	Rent-Emergency Assistance	1	1	0	1	0	0	0
1004-142-1427-3457	Moving Expense-County Property	1	1	0	1	0	0	0

1004-142-1427-4001	Travel and Per Diem	2,000	2,000	0	2,000	0	0	0
1004-142-1427-4007	Travel-Mileage	3,000	3,000	0	3,000	0	0	0
1004-142-1427-4101	Communication Services	1	1	0	1	0	0	0
1004-142-1427-4103	Comm/Suncom-Toll	1	1	0	1	0	0	0
1004-142-1427-4104	Comm/Commercial-Toll	1	1	0	1	0	0	0
1004-142-1427-4205	Postage	450	450	0	450	0	0	0
1004-142-1427-4301	Utilities/Electric	1	1	0	1	0	0	0
1004-142-1427-4304	Utilities/Water	1	1	0	1	0	0	0
1004-142-1427-4310	Utilities/Waste Disposal	1	1	0	1	0	0	0
1004-142-1427-4406	Rent-Office Equipment	669	669	0	669	0	0	0
1004-142-1427-4410	Rent-Building	4,770	4,770	0	4,770	0	0	0
1004-142-1427-4420	Rent-Motor Pool Vehicles	300	300	0	300	0	0	0
1004-142-1427-4502	Casulty Self Ins Premiums	965	965	0	965	0	0	0
1004-142-1427-4605	Maintenance-Grounds	1	1	0	1	0	0	0
1004-142-1427-4607	Repair/Maint-Outside Services	1	1	0	1	0	0	0
1004-142-1427-4610	Repair/Maint-Buildings	1	1	0	1	0	0	0
1004-142-1427-4620	Repair/Maint-Equipment	1	1	0	1	0	0	0
1004-142-1427-4703	Graphics	1,000	1,000	0	1,000	0	0	0
1004-142-1427-4909	Licenses & Permits	1	1	0	1	0	0	0
1004-142-1427-4931	Allowances	8,999	8,999	0	8,999	0	0	0
1004-142-1427-4941	Registration Fees	1,000	1,000	0	1,000	0	0	0
1004-142-1427-4945	Advertising	1	1	0	1	0	0	0
1004-142-1427-5101	Office Supplies	1,000	1,000	0	1,000	0	0	0
1004-142-1427-5111	Office Furniture and Equipment	1	1	0	1	0	0	0
1004-142-1427-5121	Data Processing Software/Accessres	1	1	0	1	0	0	0
1004-142-1427-5201	Materials/Supplies Operating	1	1	0	1	0	0	0
1004-142-1427-5215	Gasoline	1	1	0	1	0	0	0
1004-142-1427-5401	Books, Publicatns & Subscrptns	1	1	0	1	0	0	0
1004-142-1427-5402	Educational Training Materials	100	100	0	100	0	0	0
1004-142-1427-5411	Educational/Vocational Fees	22,516	22,516	0	22,516	0	0	0
1004-142-1427-5412	Dues & Memberships	200	200	0	200	0	0	0
1004-142-1427-8301	Contributions For Individuals	1	1	0	1	0	0	0
Total		133,985	133,985	0	133,985	0	0	0

Community Services

INITIATING DEPARTMENT/DIVISION James Green
Administration/Budget Department Approval
OFMB Department - Posted

DocuSigned by: Signatures & Dates

Taruna Mallotra

1459E4101F1049C

2/13/2023

By Board of County Commissioners

At Meeting of March 14, 2023

Deputy Clerk to the
Board of County Commissioners

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET Transfer

BGEX - 820 -02012300000000000773

FUND (0001) - General Fund

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 1/31/2023	REMAINING BALANCE
EXPENDITURE										
820	9900	9901	Contingency Reserves	20,000,000	20,000,000	3,985		20,003,985		
820	9100	9005	Tr To Farmwrk Jobs-Educ Fd 1004	3,985	3,985	0	3,985	0		
Total Expenditures				1,897,887,942	1,899,206,622	3,985	3,985	1,899,206,622	367,103,313	1,532,103,309

COMMUNITY SERVICES
INITIATING DEPARTMENT/DIVISION Julie Dowe
Administration/Budget Department Approval
OFMB Department - Posted

Signatures Date

DocuSigned by:
Tanuna Malliotra

2/13/2023

By Board of County Commissioners
At Meeting on March 14, 2023

Deputy Clerk to the
Board of County Commissioners

Resolution No. R-2014-0402

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE FARMWORKER PROGRAM ADVISORY BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, is served by a number of advisory boards, committees, commissions, task forces, and authorities which have been established by the Board of County Commissioners from time to time; and

WHEREAS, the Florida Department of Education requires all Farmworker Program grant recipients to establish a local advisory board comprised of students, farmworker representatives, representatives from business, education, and community agencies; and

WHEREAS, the Board of County Commissioners is a Farmworker Grant Program recipient; and

WHEREAS, the active counsel of those interested in the welfare of farmworkers is important to the effective management and productivity of the Farmworker Program; and

WHEREAS, an advisory board is expected to offer recommendations for program improvement and will provide information relevant to policies which impact the Farmworker Jobs and Education Program (FJEP) students, program and employment opportunities within the community; and

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

Section 1: Creation

The Farmworker Program Advisory Board (Advisory Board) is hereby created to serve in an advisory capacity to the Board of County Commissioners.

Section 2: Purpose

The Advisory Board's purpose is to strengthen the FJEP and to advise, assist, support and advocate on matters that will strengthen employment opportunities for clients served by the program.

Section 3: Responsibilities

The Advisory Board shall have the following responsibilities:

- A. Help recruit students into the program;
- B. Assist in placing students at employment sites;
- C. Assist by offering job mentoring and shadowing opportunities for students;
- D. Facilitate cooperation and communication between the FJEP and the community;
- E. Offer recommendations for program improvement;
- F. Study number of workers needed by target occupation in the community and advise the FJEP staff on economic development opportunities in the community;
- G. Assist the program in setting priorities and participate in ongoing planning activities;
- H. Provide third-party endorsements, introductions, and attend community meetings when appropriate; and
- I. Support and advocate for the FJEP by helping raise the profile and visibility.

Section 4: Membership

The Advisory Board shall be comprised of nine (9) members appointed by the Board of County Commissioners. Members shall be concerned citizens who understand the problems encountered by farmworkers and are willing to be advocates for farmworkers. Members shall represent a cross-section of community leaders, stakeholders and clients served by the program. Members shall have knowledge of the career tasks and competency requirements for specific occupations. At least one (1) member shall represent the regional workforce agency and one (1) member shall be a current or former enrollee/client served by the program.

Section 5: Nominations

Program staff and the Advisory Board may provide recommendations for nominations to the Board of County Commissioners. Members of the Board of County Commissioners shall also be advised of open seats and be provided an opportunity to submit nominations in accordance with the procedures described in Countywide PPM #CW-O-023.

Section 6: Terms of Office

Terms of office for Advisory Board members shall be two (2) years commencing on October 1 and ending on September 30th. The initial appointments to the Advisory Board may be made at any time during the year, and will be effective on the date of appointment. Term ending dates for initial appointments that do not occur on October 1st shall be September 30th of the year which provides the closest calculation to a two (2) year term.

Section 7: Number of Terms Served

There shall be a limit of two (2) consecutive two (2) year terms.

Section 8: Vacancies

Vacancies occurring during a term shall be filled for the unexpired term.

Section 9: Removal without Cause

Advisory Board members serve at the pleasure of the Board of County Commissioners and may be removed without cause upon majority vote by the Board of County Commissioners.

Section 10: Removal for Lack of Attendance

Advisory Board members shall be automatically removed for lack of attendance. Lack of attendance is defined as a failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed pursuant to this section shall not continue to serve on the board and such removal shall create a vacancy.

Section 11: Qualification as a Candidate

Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

Section 12: Eligibility to Serve

County employees, other than Commissioners Aides, are not eligible to serve on the Advisory Board unless the County employee is an elected official within Palm Beach County and is nominated for inclusion on the board by an entity other than the Board of County Commissioners. Employees of other units of local government may not represent their respective governments on boards, unless otherwise provided by statute or other rule of law. Former Board of County Commissioners members may not be appointed to the Advisory Board for at least two (2) years following their last day in office as a County Commissioner.

Section 13: Residency Requirement

All Advisory Board members must be residents of Palm Beach County at the time of appointment and while serving on the board.

Section 14: Officers

The Advisory Board shall have a Chair, Vice-Chair and Recording Secretary who are elected by the membership for one (1) year terms. Elections shall be held at the first meeting of the membership year (October 1 – September 30) and shall require a simple majority of appointed members for selection. Duties of officers shall be those commonly ascribed to these offices, however, the Recording Secretary shall delegate preparation of meeting minutes and meeting notification functions to program staff and serve in an oversight capacity.

Section 15: Sunshine Law and State Code of Ethics

The Advisory Board must comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all board meetings shall be provided. All meetings of the board shall be open to the public at all times and minutes shall be taken at each meeting.

Section 16: Palm Beach County Code of Ethics

Advisory Board members are to comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

Section 17: State Financial Disclosure

Appointees to boards that are required to submit a Statement of Financial Interests with the State of Florida Commission on Ethics will be notified that failure to submit a Statement of Financial Interests within 30 days of appointment shall result in invalidation of the appointment.

Section 18: Travel Expenses, Reimbursement and Approval Authority

Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities when sufficient funds have been budgeted and are available as set forth in PPM CW-O-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Approval authority for pre-authorized board member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009.

Section 19: Annual Narrative Report

The Advisory Board shall submit an annual narrative report to the Agenda Coordinator. The form, substance, and submittal dates for annual narrative reports are established by PPM CW-O-060.

Section 20: Conduct of Meetings

A quorum must be present for the conduct of all Advisory Board meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

Section 21: Frequency of Meetings and Notice

The Advisory Board shall meet at least four (4) times a year. Written notice of upcoming meetings shall be sent to Advisory Board members at least ten (10) days prior to the meeting.

Section 22: Conflict with Federal or State Law or County Charter

Any statutory or Charter provisions in conflict with this Resolution shall prevail.

Section 23: Effective Date

The provisions of this Resolution shall be effective April 1, 2014.

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

Commissioner Priscilla A. Taylor, Mayor	-	<u>Aye</u>
Commissioner Paulette Burdick, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Steven L. Abrams	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria	-	<u>Aye</u>

The Chair thereupon declared the Resolution duly passed and adopted this 1st day of April, 2014.

Palm Beach County, Florida by its
Board of County Commissioners

Sharon R. Bock, Clerk & Controller

BY: Mary Lou Berger
Deputy Clerk



Approved as to Form and
Legal Sufficiency

By: [Signature]
Chief Assistant County Attorney