

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

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Meeting Date: June 6, 2023	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Victim Services

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: receive and file: executed Amendment 6 for subcontract 18SAS26 with the Florida Council Against Sexual Violence (FCASV) revising Amendment 5 to provide sexual assault services for the period retroactive to January 1, 2023 through July 31, 2023.

Summary: This is year five of a Sexual Assault Services Program (SASP) Formula Grant (CFDA#16.017) that was awarded by FCASV to Palm Beach County Public Safety Department's Division of Victim Services (PBCDVS) to support and provide sexual assault services to primary and secondary victims. Amendment 6 to contract #18SAS26 (R2018-1038) revises Attachment I, Section C.1.a.Task List, 1) Services, b) as follows: Identify a minimum of two unduplicated social service providers with whom the provider has never had contact or has limited contact and create a list of each provider; conduct a minimum of one meeting with each identified local social service provider and ensure that each meeting promotes diversity, equity, and inclusion outreach to survivors of sexual assault; gather feedback at each meeting identifying best practices for providing Sexual Assault Services, service gaps, unique needs of the identified underserved population and action steps for inclusion or outreach to at least one underserved population. The Amendment also requires a sign-in sheet/attendance log for each in person or virtual meeting and a meeting report that is to be submitted with the July 2023 invoice. Amendment 6 also revises Attachment I, Section D.2.adding financial consequences for not conducting the meetings and creating/submitting the required report. This grant provides funding to the County for one full time Victim Advocate position to increase intervention, advocacy, accompaniment and support services to adult, youth, and child victims of sexual assault and those collaterally impacted by the victimization. Emphasis is on the lesbian, gay, bi-sexual, transgender and queer (LGBTQ) communities. If grant funding ceases, the position associated with this grant will be deleted from the PBCDVS complement. R2018-1038 authorizes the County Administrator or designee to execute FCASV grant contracts and amendments on behalf of the County. **No County matching funds are required. Countywide** (RS)

Background and Justification: continued on page 3.

Attachments:

- 1) FCASV Executed Amendment 6 – 18SAS26
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Recommended By:  4/30/23
Department Director Date

Approved By:  5/19/2023
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 Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	<u>0*</u>	_____	_____	_____	_____

ADDITIONAL FTE

POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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Is Item Included In Current Budget? Yes _____ No X
 Does this item include the use of federal funds? Yes X No _____

Budget Account Exp No: Fund 1426 Department 662 Unit 3232 Object varies
 Rev No: Fund 1426 Department 662 Unit 3232 RevSc 3129

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

Grant: FCASV (Sexual Assault) Program
 Fund: 1426 – Public Safety Grant
 Department: Public Safety
 Unit: 3232 – Sexual Assault Formula Grant (SASP)

*No additional fiscal impact.

Departmental Fiscal Review: (WC) [Signature] 4/13/23

III. REVIEW COMMENTS

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

[Signature] 5/12/2023
 OFMB QA [Signature] 5/12

[Signature] 5/18/23
 Contract Administration
 [Signature] 5/18/23

B. Legal Sufficiency:

[Signature] 5/14/23
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

Background and Justification: continued from page 1

PBCDVS has provided advocacy services to victims of violent crimes for over 45 years and is the only Certified Rape Crisis Center in Palm Beach County. PBCDVS coordinates the Sexual Assault Response Team (SART), which is a community-based team that responds to victims of sexual assault. SART is comprised of victim advocates, hospital personnel, forensic nurses, law enforcement, prosecutors, and any other professionals. Regular outreach and training is provided to SART members and local community based agencies. From July 1, 2021 to June 30, 2022, the PBCDVS assisted 1,024 new and ongoing primary and secondary victims with 12,536 units of services.

**SIXTH AMENDMENT TO FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE
STANDARD SUBCONTRACT 18SAS26**

This Amendment, entered into between the Florida Council Against Sexual Violence, hereinafter referred to as the "Council" and Palm Beach County, A Political Subdivision of the State of Florida hereinafter referred to as the "Provider," amends subcontract number 18SAS26.

Revisions for the period of January 1, 2023 through July 31, 2023 are as follows:

1. Attachment I, Section C.1.a.Task List, 1)Services, b) is added as follows:

- (1) Identify a minimum of two unduplicated Local Social Service Providers with whom the Provider has never had contact or has had limited contact. Create a list of each identified Local Social Service Provider, including their name and address, and submit the list to the Contract Manager by July 31, 2023.
- (2) Conduct a minimum of one meeting with each Local Social Service Provider identified, for a total minimum of two meetings, by July 31, 2023.
- (3) Ensure each meeting promotes diversity, equity, and inclusion in outreach to survivors of sexual assault.
- (4) Gather feedback from the Local Social Service Providers at each meeting regarding, at a minimum, the following:
 - (a) The best practices for providing Sexual Assault Services;
 - (b) Action steps for inclusion or outreach to at least one underserved population for Sexual Assault Services;
 - (c) The unique needs of the identified underserved population(s) within that area; and
 - (d) How to address service gaps.
- (5) For meetings conducted in person, create a sign-in sheet for each meeting and distribute it during each meeting. Submit a copy of each completed sign-in sheet to the Contract Manager with the July 2023 invoice.
- (6) For meetings conducted via webinar, maintain a virtual attendance log for each meeting. Ensure the virtual attendance log includes each attendee's name and their affiliated organization. Submit a copy of each virtual attendance log to the Contract Manager with the July 2023 invoice.
- (7) Create a report on the meetings conducted with Local Social Services Providers and submit it to the Contract Manager with the July 2023 invoice. Include the following information in the report:
 - (a) The name of Provider and staff that conducted the meeting;
 - (b) The date of each meeting;
 - (c) The number of meetings conducted;
 - (d) The location of each meeting;
 - (e) The name of each Local Social Service Provider and its representatives in attendance;
 - (f) The topics discussed; and
 - (g) The feedback from the Local Social Service Providers that includes, at a minimum, the following:
 - i) The best practices for providing Sexual Assault Services;
 - ii) Action steps for inclusion or outreach to the underserved population(s) for Sexual Assault Services;
 - iii) The unique needs of the identified underserved population(s) within that area; and
 - iv) How to address service gaps.

2. Attachment I, Section D.2. Financial Consequences, paragraph b.1) and 2) are added as follows:

- 1) Failure to conduct the minimum number of meetings with Local Social Services Providers as specified will result in a \$187.50 reduction in the invoice amount for each meeting not conducted.
- 2) Failure to create and submit a report on the meetings conducted with Local Social Services Providers as specified will result in a \$375.00 reduction in the invoice amount.

This amendment shall begin on January 1, 2023 and shall be retroactive to that date if executed thereafter.

All provisions in the subcontract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the subcontract.

This amendment and all its attachments are hereby made a part of the subcontract.

IN WITNESS THEREOF, the parties hereto have caused this two (2) page amendment to be executed by their officials thereunto duly authorized.

PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA FLORIDA COUNCIL AGAINST SEXUAL VIOLENCE

BY: *VC Baker*

BY: *Jennifer L. Dritt*

NAME: Verdenia C. Baker

NAME: Jennifer L. Dritt, LCSW

TITLE: County Administrator

TITLE: Executive Director

DATE: 4/7/23

DATE: 4/11/2023 | 11:57 AM PDT

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By *[Signature]*
County Attorney

APPROVED AS TO TERMS AND CONDITIONS

By *[Signature]*
Department Director

Digitally signed by
Stephanie Sejnoha
Date: 2023.02.28 07:54:21
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