

**PALM BEACH COUNTY**

**BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

<b>Meeting Date:</b>	<u>09/19/2023</u>	<input checked="" type="checkbox"/>	<b>Consent</b>	<input type="checkbox"/>	<b>Regular</b>
		<input type="checkbox"/>	<b>Ordinance</b>	<input type="checkbox"/>	<b>Public Hearing</b>

**Department**

**Submitted By:** TOURIST DEVELOPMENT COUNCIL

**Submitted For:** TOURIST DEVELOPMENT COUNCIL

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: First Amendment to the Agreement (R2022-1019) with the Palm Beach County Sports Commission, Inc. (SPORTS) for the provision of services under the County’s Tourist Development Plan for a total amount of \$8,427,397 during the period of October 1, 2023, through September 30, 2024.

**Summary:** The First Amendment (Amendment) deletes obsolete references to a line-item budget and non-electronic accounting procedures and adds language to allow for advance payment of services when it will result in a competitive advantage, include training and professional education as operating expenses, include staff training and development as one of SPORTS’ responsibilities, and increases SPORTS’ deadlines for seeking certain reimbursements from 45 and 60 days to 90 days. The Amendment updates for Fiscal Year 2024, Exhibit “A” – Annual Budget, for an amount not to exceed \$2,622,645 in contractual services, \$2,076,429 in indirect costs (which is a combination of the line items for Sports Grants and Special Event Funding), \$290,913 in County direct costs, and \$3,437,410 in reserves, for a total of \$8,427,397, Exhibit “E” - Performance Measures, Exhibit “H” – Organizational Chart, Exhibit “M” – Insurance, and Exhibit “N” – Diversity Schedule. The Amendment has been approved by the Tourist Development Council Board. Countywide (YBH)

**Background and Justification:** Under the current Agreement, SPORTS develops and implements an Annual Marketing Plan to promote tourism. The County provides funding through bed tax dollars to promote tourism. All expenditures by SPORTS under the Agreement must be made in accordance with the Annual Budget, which is attached as Exhibit “A” to the Agreement, from funds appropriated annually by the County. The Agreement is for five years, through September 30, 2027, and the Amendment updates the Agreement’s Annual Budget for Fiscal Year 2024. The Amendment adopts new Exhibits “A” (Annual Budget), Exhibit “E” (Performance Measures), Exhibit “H” (Organizational Chart), Exhibit “M” (Insurance), and Exhibit “N” (Diversity Schedule).

**Attachment:**

- 1. First Amendment with Exhibits A, E, H, M, and N (2)

**Recommended by:**



Department Director

**Date:**

7/31/23

**Approved By:**



County Administrator

**Date:**

8/30/23

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures					
Operating Costs	\$8,427,397	TBD	TBD	TBD	TBD
External Revenues					
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>	<b>\$8,427,397</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Proposed Budget? Yes   X   No         
 Does this item include the use of federal funds? Yes        No   X  

Budget Account No.: Fund   1457   Dept   710   Unit        Object  
 Reporting Category       

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

C. Department Fiscal Review: \_\_\_\_\_

DocuSigned by:

Vanette Youyoute

1504E421EF2D489

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Administration Comments:

ASD MG 8/18/23  
 QA 8/18 MG 8/18 OFMB

Joe G. Jarboe  
 Contract Dev. and Control  
 8/29/23

### B. Approved as to form and Legal Sufficiency:

MPR 8/31/23  
 Assistant County Attorney

### C. Approved as to Terms and Conditions:

\_\_\_\_\_  
 Department Director

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

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN PALM BEACH COUNTY ON BEHALF OF THE TOURIST DEVELOPMENT COUNCIL AND PALM BEACH COUNTY SPORTS COMMISSION, INC.**

**THIS FIRST AMENDMENT** (Amendment) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023, to the Agreement dated September 13, 2022 (Agreement) (R2022-1019), by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (COUNTY), and the Palm Beach County Sports Commission, Inc. (PBCSC) (collectively, Parties).

**WITNESSETH:**

**WHEREAS**, the COUNTY and PBCSC entered into the five-year Agreement whereby PBCSC develops and implements an Annual Marketing Plan for sports tourism in Palm Beach County; and

**WHEREAS**, the Agreement requires an amendment to provide for certain revised Exhibits; and

**WHEREAS**, the Parties desire to amend certain provisions of the Agreement, as provided herein; and

**WHEREAS**, the Parties have agreed that this Amendment is in the best interest of PBCSC and the COUNTY's Tourism promotion program.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the Parties agree, as follows:

1. **Section 3 of the Agreement** is deleted in its entirety and replaced with the following:

3. **Compensation and Method of Payment:** Costs incurred by PBCSC in performing the duties and providing the goods and services described in this Agreement will be paid by the COUNTY solely from Tourist Development Tax revenues designated for Category "G" of the Tourist Development Plan. Payments to PBCSC shall be consistent with the annual Business Plan adopted by the TDC and shall be made only for expenditures which are specifically authorized by the COUNTY. Authorization by the COUNTY of (1) a line-item in the COUNTY budget with reference to a provision of this Agreement, and (2) contracts entered into by the COUNTY with third parties and (3) the PBCSC annual budget as set forth in the attached Exhibit "A", attached hereto and made a part hereof as it may be amended by the COUNTY from time to time, shall constitute, as between the COUNTY and PBCSC, authorization of the expenditures provided for therein. Payments by the COUNTY shall be made to PBCSC in accordance with the fiscal procedures of the COUNTY as payment for associated authorized expenditures or provision of goods or services, upon submission of invoices by PBCSC to the Executive Director of the TDC, and a determination by the Executive Director of the TDC or his/her designee, that the invoiced payments are called for (1) by a County-approved budget line-item under this Agreement; or (2) by a contract entered into by the COUNTY hereunder; or (3) by the PBCSC annual budget as set forth in the attached Exhibit "A" to this Agreement, and that the goods or services covered by such invoice have been provided or performed in accordance therewith. Each invoice submitted by PBCSC shall include a reference to its previous authorization, shall be itemized in sufficient detail for audit thereof, and shall be supported by copies of corresponding vendor invoices.

Attachment 1

It is mutually agreed that PBCSC shall review and submit to the COUNTY invoices received in good order, and that the COUNTY shall pay to PBCSC amounts properly payable under this Agreement and supported by receipted invoices submitted by PBCSC. Any travel and entertainment expenses incurred by PBCSC may be reimbursed, in net amounts only, to PBCSC by the COUNTY only upon the written approval of the Executive Director of the TDC or his designee, and within the limitations imposed by law upon COUNTY. COUNTY shall not reimburse Agency unless and until the Clerk and Comptroller's Office pre-audits payment invoices in accordance with this Agreement, and subject to the conditions, if any, attached to said approval. In cases where a question of reasonableness or necessity of an expenditure arises during expenditure review, the TDC Executive Director has authority to determine reasonableness and/or necessity which shall be indicated by approval or denial of the reimbursement request. Any unresolved questioned approvals or denials concerning reasonableness and necessity will be resolved by the County Administrator.

Where Agency is able to establish that payment of an expenditure in advance will provide a competitive advantage, cost savings or a discount, and where the County Administrator or designee has approved a direct payment of such expenditure, prepayment at time of booking or invoicing shall be permitted and reimbursement shall be provided at, or immediately after the time of prepayment, and recorded in the fiscal year of payment. These prepayment type purchases include typical advertising, reservations for space, booking for trade shows and conventions, marketing services, marketing agreements with national tourism industry groups and meeting planner associations. Securing billboard, airport or transportation terminal advertising in advance is included under this process.

Airline travel and hotel reservations are eligible for reimbursement when the travel and related travel expenses can be justified to provide a cost savings to the organization when meeting with travel writers, tour brokers, or other persons connected with the tourist industry, and while attending or traveling in connection with travel or trade shows.

PBCSC shall be paid for its actual costs not to exceed the total amount for the various items, and up to the maximum amounts budgeted therefore, as set forth in the PBCSC annual budget, included in the Exhibit "A".

In consideration for the COUNTY's payments to the PBCSC pursuant to this Agreement, the PBCSC shall provide the COUNTY with the Sponsorship Benefits Package described in Exhibit "K," attached hereto and incorporated herein by reference.

In the event Agency encounters unanticipated necessary expenses in performing services to be provided by Agency under this Agreement, Agency may request said expenses to be included on an amended Exhibit "A" for reimbursement by COUNTY from available tourist tax revenue reserves. In order to do so, an agenda item shall be submitted to the TDC Executive Director who shall submit same to the TDC budget committee for recommendation and thereafter to the TDC for approval or denial. If the TDC approves the request, the Executive Director of the TDC shall process the agenda item for the Board of County Commissioners' approval or denial. In addition, the County Administrator has the discretion to advance the request to the Board of County Commissioners without the concurrence of the TDC budget committee or TDC.

2. **Section 4.A of the Agreement, paragraph titled "Operating Expenses"** is deleted in its entirety and replaced with the following:

Operating Expenses: Any and all expenses and expenditures of every kind and nature incurred, directly or indirectly by PBCSC in managing, operating, promoting and marketing including, without limitation: payroll, benefits, relocation costs; operating supplies; advertising; technology, dues, subscriptions and membership; printing and stationary costs postage and freight costs; equipment and rental costs; cost of office supplies; telephone and telecommunication charges; travel and entertainment expenses; training and education; audit and legal expenses ; insurance coverages.

3. **Section 4.B 2) of the Agreement**, is deleted in its entirety and replaced with the following:

4. Operations /Funding Agreement.

B. Fiscal Responsibility

PBCSC shall perform the following services:

...

2. Hire, supervise, train, develop, and direct all of the PBCSC's employees and personnel unless defined specifically in this Agreement.

4. **Section 4.D of the Agreement** is deleted in its entirety and replaced with the following:

4. Operations /Funding Agreement.

D. Reimbursement Process and Documentation

1) Budget (Exhibit A)

a) PBCSC's Annual Budget as set forth in the attached Exhibit "A", shall constitute, as between the COUNTY and PBCSC, authorization of the expenditures provided for therein, provided that such expenditures are made in accordance with this Agreement.

b) Each invoice and check payable to the vendor will be submitted by PBCSC with the itemized detail for audit thereof and shall be supported by copies of the corresponding vendor invoices and proof of payment canceled check, receipt and performance of the goods or services invoiced.

c) Prior to disbursement of the Check or Electronic Funds Transfer (EFT) to the Vendor, the TDC Executive Director or his/her designee will audit and initial the original check or EFT prior to disbursement from the Agency Operating Account.

d) The PBCSC shall be paid for these actual costs by submitting an Operating Expense Invoice to the COUNTY with all appropriate documentation as required by the Clerk & Comptroller. Each invoice will provide a check register detailing the vendor payment, the ledger account number and account name of the expense distribution and totaling to the requested invoice reimbursement.

e) PBCSC shall be reimbursed for Payroll, and this must be processed as a separate Payroll Expense Invoice after each pay period, with payroll disbursement registers provided including proof of payment as the supporting documentation.

f) Each individual reimbursement request will include a reimbursement checklist completed by the initiator. The expense and payroll invoice will include a reimbursement checklist from the PBCSC approved by the Director of

Attachment 1

Finance/CFO. This reimbursement request will be approved by the TDC Executive Director or his/her designee, prior to the submission to the Clerk & Comptroller for reimbursement. If checklists are not included or completed and approved, the payment request will be returned to the PBCSC.

- g) The PBCSC will be encouraged to implement Automated Clearing House (ACH) for reimbursements from the Clerk & Comptroller directly to the PBCSC Agency Operating account when available from the Clerk's Office.

2) Travel & Entertainment Reimbursement Requests

- a) Presently, reimbursement for travel and entertainment is submitted electronically with supporting documentation.
- b) All travel and entertainment reimbursement requests shall be submitted within ninety (90) days after the expenses are incurred. Any expenses after 90 days of travel may be reimbursed by the COUNTY only upon the express written approval of the TDC Executive Director or his/her designee and within the limitations imposed by law upon the COUNTY.
- c) Travel reimbursements made after ninety (90) days are the responsibility of the PBCSC to determine if taxable to the employee.

3) Non-Travel & Entertainment Operating Expense Reimbursement Requests

- a) The reimbursement for operating expenses where vendors are only willing to accept payment via credit card (examples of these would be Google AdWords, Facebook paid advertising) must be separated and submitted on Non-Travel Reimbursement Requests forms.
- b) All disbursements of operating expenses by payments to the company, must be submitted to the TDC Executive Director or his/her designee for approval prior to distribution from the public funds account.

4) Credit Card Statements used for Travel or Operating Expense Reimbursement

- a) All statements should contain the cardholder's name.
- b) In the event a personal credit card is used, a partial statement will be accepted as long as the specific charge for which payment is requested can be verified.

5) Revenue Offset for Programs and Events

Any expenses incurred for a revenue generating program or event, where tourist development tax may be requested to fund all or a portion of the program or event, if dollars are generated from sponsorships or admissions, then the reimbursement request for the cost of the program or event must contain documentation showing all sponsorships and/or admissions revenue received, offsetting the expense prior to reimbursement. The COUNTY will only reimburse the cost of the program or event after the application of all revenues and the COUNTY will only reimburse the Net Amount. When a COUNTY Direct Grant is awarded to PBCSC to perform as the Grantee, and the PBCSC is acting as the event servicing manager of the program or

Attachment 1

event on behalf of a recognized governing body, this process will not apply.

5. **Section 4.D.6 of the Agreement** is deleted in its entirety.
6. Exhibits "A", "E", "H", "M", and "N" of the Agreement are hereby deleted in their entirety and replaced with Exhibit "A" (Annual Budget), Exhibit "E" (Performance Measures), Exhibit "H" (Organizational Chart), Exhibit "M" (Insurance), and Exhibit "N" (Diversity Schedule), all attached hereto and made a part hereof.
7. This Amendment shall become effective when executed by the Parties hereto.
8. All other terms and conditions of the Agreement, dated September 13, 2022, shall remain in full force and effect.

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the Parties hereto have executed this First Amendment on the day and year first written above.

ATTEST:

PALM BEACH COUNTY, a political subdivision of the State of Florida, by and through its Board of County Commissioners

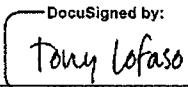
JOSEPH ABRUZZO  
CLERK & COMPTROLLER

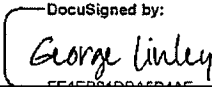
By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Gregg Weiss, Mayor

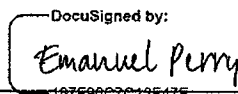
ATTEST:

PALM BEACH COUNTY  
SPORTS COMMISSION, INC.


By:  \_\_\_\_\_  
Tony Lofaso, President

By:  \_\_\_\_\_  
George Linley, Executive Director

Approved as to Terms  
and Conditions

By:  \_\_\_\_\_  
Emanuel Perry  
TDC Executive Director

Approved as to Form and  
Legal Sufficiency

By:  \_\_\_\_\_  
County Attorney



**PALM BEACH COUNTY**  
**Palm Beach County Sports Commission**  
**Exhibit A**  
**Annual Budget**

<b>Sports Commission FY23 Contract</b>	<b>Actual FY 2021</b>	<b>Actual FY2022</b>	<b>Adopted Budget FY2023</b>	<b>Modified Budget FY2023</b>	<b>Forecast FY2023</b>	<b>Budget FY2024</b>
<b>Total Sports Commission Contract</b>	\$ 1,467,700	\$ 1,852,979	\$ 1,983,780	\$ 1,983,780	\$ 1,983,780	\$ 2,622,645
<b>Sports Grants</b>	\$ 545,000	\$ 1,027,090	\$ 1,217,619	\$ 1,217,619	\$ 1,217,619	\$ 1,826,429
<b>Special Event Funding</b>	\$ 225,000	\$ 62,500	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
<b>Marketing Stimulus</b>	\$ 4,011	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ -
<b>County Direct</b>	\$ 177,026	\$ 229,873	\$ 271,204	\$ 271,204	\$ 281,854	\$ 290,913
<b>Beach Payback</b>	\$ -	\$ -	\$ 40,800	\$ 163,200	\$ 163,200	\$ -
<b>Special Projects Payback</b>	\$ -	\$ -	\$ -	\$ 163,200	\$ 163,200	\$ -
<b>Total Sports Commission Expenses</b>	<u>\$ 2,418,737</u>	<u>\$ 3,172,442</u>	<u>\$ 4,263,403</u>	<u>\$ 4,549,003</u>	<u>\$ 4,559,653</u>	<u>\$ 4,989,987</u>
<b>Reserves</b>	\$ 3,222,019	\$ 4,278,344	\$ 3,265,767	\$ 3,458,321	\$ 4,121,097	\$ 3,437,410
<b>Total Sports Commission Expense Budget</b>	<u>\$ 5,640,756</u>	<u>\$ 7,450,786</u>	<u>\$ 7,529,170</u>	<u>\$ 8,007,324</u>	<u>\$ 8,680,750</u>	<u>\$ 8,427,397</u>

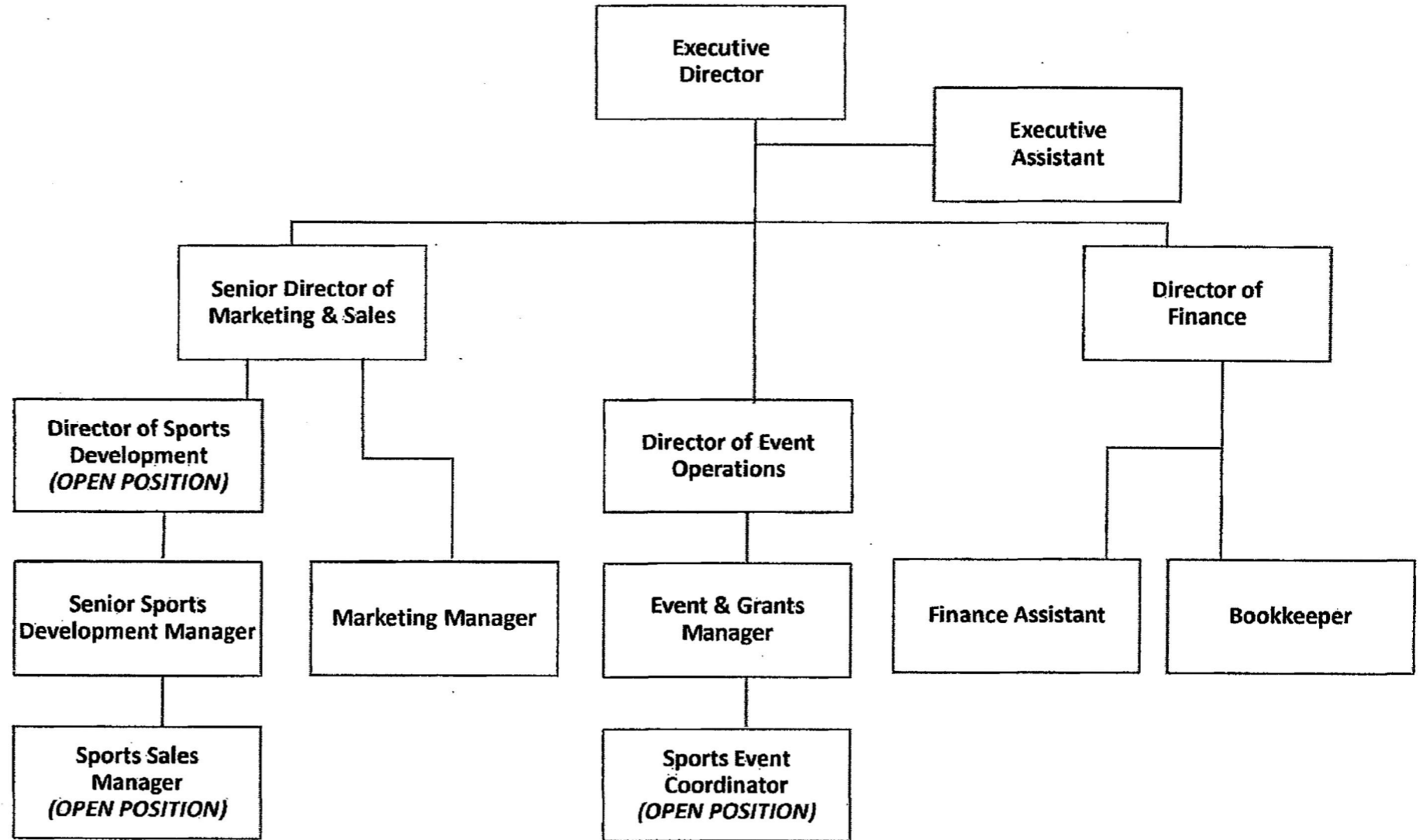
# Palm Beach County Sports Commission

## FY24 Performance Measures

### Exhibit "E"

Objective	STATUS	Performance Indicator	Actual 9/30/2020	Actual 9/30/2021	Actual 9/30/2022	FY 2023 Goal	FY 2023 Goal
Achieve sports related room nights.	Completed	Total Room Nights	222,363	230,342	293,822	258,500	276,595
Submission of bids/proposals for tourism events	Completed	Bids Submitted or Assisted	102	102	102	125	125
Organize site visits to recruit events/activities to Palm Beach County	Completed	Site Visits	24	39	24	45	49
Host or supported sports events/activities	Completed	Sports Commission Hosted Events	112	149	178	162	178
Host events that promote Palm Beach County through national or international television coverage.	Completed	Hosted events with a nationally/global televised broadcast	18	17	18	19	19
New sporting events - actual room nights	Completed	Hosted non-repeat events creating new room nights	33,639	49,320	78,863	37,500	41,250

Palm Beach County Sports Commission  
Organizational Chart  
Exhibit H 2024





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/29/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Plastridge Insurance Agency, 10337 N. Military Trail, Palm Beach Gardens, FL 33410. CONTACT NAME, PHONE (561) 630-4955, FAX (561) 630-4966, E-MAIL ADDRESS: palmbeachdocs@plastridge.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Philadelphia Indemnity Ins Co. (18058), INSURER B: Technology Insurance Company (42376), INSURER C: Federal Insurance Company (20281).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSP, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 104, Additional Remarks Schedule, may be attached if more space is required) Palm Beach County Board of County Commissioners, a political subdivision of the State of Florida, its Officers, Employees and Agents". as an additional insured on Commercial General Liability

CERTIFICATE HOLDER: Palm Beach County Board of County Commissioners, FDO, 2633 Vista Parkway, West Palm Beach, FL 33411. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

Exhibit N

Sports Commission

TOTAL STAFF MAY 2023

TOTAL STAFF MARCH 2022

TOTAL STAFF JUNE 2021

	TOTAL STAFF MAY 2023				TOTAL STAFF MARCH 2022				TOTAL STAFF JUNE 2021							
	PBC Ethnicity %	Key Ethnicity	Female	Male	Total Staff	Ethnicity %	Key Ethnicity	Female	Male	Total Staff	Ethnicity %	Key Ethnicity	Female	Male	Total Staff	Ethnicity %
Senior Management	52%	White	0	3	3	100%	White	0	3	3	100%	White	0	3	3	100%
	20%	Black	0	0	0	0%	Black	0	0	0	0%	Black	0	0	0	0%
	23%	Hispanic	0	0	0	0%	Hispanic	0	0	0	0%	Hispanic	0	0	0	0%
	3%	Asian	0	0	0	0%	Asian	0	0	0	0%	Asian	0	0	0	0%
	2%	Other	0	0	0	0%	Other	0	0	0	0%	Other	0	0	0	0%
<b>Total</b>	<b>100%</b>		<b>0</b>	<b>3</b>	<b>3</b>	<b>100%</b>		<b>0</b>	<b>3</b>	<b>3</b>	<b>100%</b>		<b>0</b>	<b>3</b>	<b>3</b>	<b>100%</b>
Professional	52%	White	2	3	5	71%	White	1	4	3	71%	White	1	4	5	83%
	20%	Black	2	0	2	29%	Black	2	0	2	29%	Black	0	0	0	0%
	23%	Hispanic	0	0	0	0%	Hispanic	0	0	0	0%	Hispanic	1	0	1	17%
	3%	Asian	0	0	0	0%	Asian	0	0	0	0%	Asian	0	0	0	0%
	3%	Other	0	0	0	0%	Other	0	0	0	0%	Other	0	0	0	0%
<b>Total</b>	<b>100%</b>		<b>4</b>	<b>3</b>	<b>7</b>	<b>100%</b>		<b>3</b>	<b>4</b>	<b>7</b>	<b>100%</b>		<b>2</b>	<b>4</b>	<b>6</b>	<b>100%</b>
Administrative & Clerical	52%	White	0	0	0	0%	White	1	0	1	33%	White	0	0	0	0%
	20%	Black	0	0	0	0%	Black	0	0	0	0%	Black	0	0	0	0%
	23%	Hispanic	0	0	0	0%	Hispanic	0	0	0	0%	Hispanic	0	0	0	0%
	3%	Asian	0	0	0	0%	Asian	0	0	0	0%	Asian	0	0	0	0%
	3%	Other	0	0	0	0%	Other	0	0	0	0%	Other	0	0	0	0%
<b>Total</b>	<b>100%</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>		<b>1</b>	<b>0</b>	<b>1</b>	<b>33%</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Total Agency	52%	White	2	6	8	80%	White	2	7	9	82%	White	1	7	8	89%
	20%	Black	2	0	2	20%	Black	2	0	2	18%	Black	0	0	0	0%
	23%	Hispanic	0	6	6	0%	Hispanic	0	0	0	0%	Hispanic	1	0	1	11%
	3%	Asian	0	0	0	0%	Asian	0	0	0	0%	Asian	0	0	0	0%
	2%	Other	0	0	0	0%	Other	0	0	0	0%	Other	0	0	0	0%
<b>Total</b>	<b>100%</b>		<b>4</b>	<b>6</b>	<b>10</b>	<b>100%</b>		<b>4</b>	<b>7</b>	<b>11</b>	<b>100%</b>		<b>2</b>	<b>7</b>	<b>9</b>	<b>100%</b>