

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 19, 2023 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department
Submitted By: Community Services
Submitted For: Human Services and Community Action Program

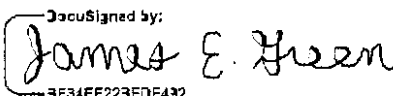
I. EXECUTIVE BRIEF

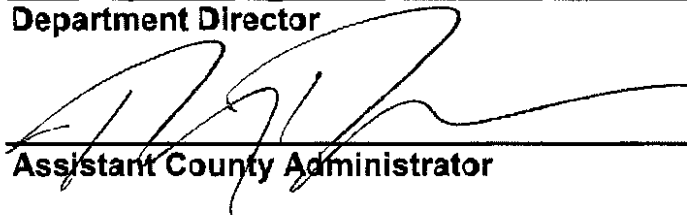
Motion and Title: Staff recommends motion to approve: the Home Energy Assistance Programs Coordination Memorandum of Understanding (MOU) with the Volen Center, LLC, to coordinate services, help avoid duplication of assistance and to increase the quality of services to seniors, with no cost to the County.

Summary: The Low Income Home Energy Assistance Program (LIHEAP) Federally Funded Subgrant Agreement No. E2016 (R2020-0783) with the State of Florida, Department of Commerce (FDOC) requires that the Palm Beach County Community Action Program (CAP) have a MOU with local service providers of the Emergency Home Energy Assistance for the Elderly Program (EHEAP). FDOC awarded CAP \$4,697,292 in LIHEAP funds for the grant period July 1, 2023 through June 30, 2024. LIHEAP funding allows CAP to assist low-income households experiencing a home energy emergency. The MOU with the Volen Center, LLC will help avoid duplicate crisis assistance payment during the same grant year by allowing CAP employees to check EHEAP records. It will further allow CAP to process payments on behalf of elderly low-income clients, therefore, avoiding disconnection of services for eligible participants. In FY 2022, 1,811 households with seniors received energy bill assistance preventing disconnection or restoring services through LIHEAP. **No County funds are required.** (Human Services and Community Action Program) Countywide (HH)

Background and Justification: LIHEAP requires Community Action Programs to have MOUs with local EHEAP providers. This MOU will enable the CAP to serve low-income households with seniors that are in crisis in order to prevent service interruption or restore utility services.

Attachments: MOU with Volen Center, LLC

Recommended By: DocuSigned by:
3F34EF223FDF432...  8/24/2023
Department Director Date

Approved By:  9/12/2023
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

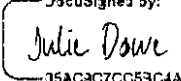
A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT					
No. ADDITIONAL FTE POSITIONS (Cumulative)					

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

Budget Account No.:
 Fund _____ Dept _____ Unit _____ Object _____ Program Code _____ Program Period _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 No fiscal impact.

DocuSigned by:

 35AC3C7CC53C4A4...

C. Departmental Fiscal Review: _____
 Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

ASD [Signature] 8/29/23
 OFMB AG 8/29

[Signature] 9/11/23
 Contract Development and Control
 [Signature] 9/7/23

B. Legal Sufficiency:

[Signature] 9-12-23
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

THE VOLEN CENTER

Together we make community happen.



Home Energy Assistance Programs Coordination

Memorandum of Understanding

This Memorandum of Understanding is made as of the ____ day of _____, 2023, 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 Volen Center, LLC, a limited liability company authorized to do business in the State of Florida, hereinafter referred to as The Volen Center, whose Federal I.D. is 61-1679096. The County and The Volen Center are referred to collectively as the Parties.

WHEREAS, the undersigned Parties agree to coordinate energy assistance program services for households containing a member 60 years of age or older. In doing so, the Parties will be able to expend EHEAP funds first. This coordination will prevent duplicate crisis assistance payments during the same heating or cooling season. The Parties will work to increase the quality of services provided to community participants.

In consideration of the mutual promises contained herein, the County and The Volen Center agree as follows:

- A. The County's Community Action Program will refer applicants reporting a household member 60 years old or older to The Volen Center for energy assistance.
- B. Prior to approving client applications, both energy assistance programs will request from FPL approval history of LIHEAP and/or EHEAP payments. If the client has received a crisis benefit within the same season, the client will not be eligible for another payment.
- C. Client records will be maintained by the Parties and will include the type of assistance requested, the date requested, the disposition of application and if approved, the amount of the payment to the vendor.

Terms:

i. Confidentiality.

Confidentiality Obligations. To the extent allowed by law, the Parties agree to hold Confidential Information in confidence in accordance with the terms of this Agreement.

Non-Use. The Parties agree to use Confidential Information solely in accordance with the terms of this Agreement.

Home Energy Assistance Coordination

Memorandum of Understanding

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Definition of Confidential Information. "Confidential Information" shall include all personal information of the clients, written or oral, disclosed or made available to Receiving Party, through any means of communication. Examples include: name, address, date of birth, social security number, and other personally identifying information.

ii. **Data Security.**

The Parties agree to use appropriate safeguards to prevent use or disclosure of Data other than as provided for by this Agreement.

Remainder of page left blank intentionally

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Memorandum of Understanding on behalf of the COUNTY and The Volen Center has hereunto set his/her hand the day and year above written.

ATTEST: Joseph Abruzzo,
Clerk of the Circuit Court
& Comptroller

PALM BEACH COUNTY, FLORIDA
a Political Subdivision of the State of Florida
BOARD OF COUNTY COMMISSIONERS

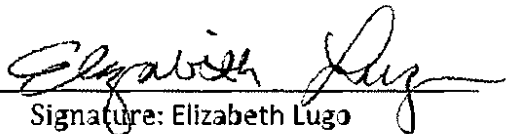
BY: _____
Deputy Clerk

BY: _____
Gregg K. Weiss, Mayor

WITNESS:

Volen Center, LLC
1515 W. Palmetto Park Rd.
Boca Raton, FL 33486

By: _____
Signature

BY: 
Signature: Elizabeth Lugo

Name typed

President/Chief Executive Officer
Signatory Title

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

APPROVED AS TO TERMS & CONDITIONS:
Community Services Department

By: 
Senior Assistant County Attorney

BY: 
Department Director