

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

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Meeting Date: September 15, 2026	☒ [X]	Consent	☐ []	Regular
	☐ []	Ordinance	☐ []	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:

- A) receive and file** Contract #COHEC Renewal # R1 with the State of Florida, Department of Health (DOH), for the period of July 1, 2026 through June 30, 2027 to continue appropriation funding from the Florida Legislature in the amount of \$282,039 for sexual assault services to primary and secondary victims of sexual assault;
- B) receive and file** Contract #COHEC Amendment # A2 with DOH, for the period of July 1, 2026 through June 30, 2029 to define the method of payment for the renewal term; and
- C) approve** a Budget Amendment of \$211,529 in the Public Safety Grants Fund to recognize the Contract Award from DOH.

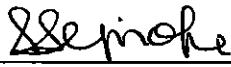
Summary: The Public Safety Department's Division of Victim Services received a legislative appropriation (County Funded Sexual Assault (CFSA) 64.121) for the continuation of advocacy and forensic exam services to victims of sexual assault. Funding is used for rent expenses of the Butterfly House, the forensic exam facility, and personnel to include two (2) Victim Advocates, and a Forensic Nurse Program Manager. The Victim Advocates provide individual supportive counseling, crisis intervention, legal advocacy, accompaniment, information and referral, and other advocacy services. The Forensic Nurse Program Manager ensures 24-hour response coverage, manages the Forensic Nurse Examiners (FNE) who document and collect forensic evidence, conduct forensic rape examinations, assess patients for medical treatment, and prepare for offender prosecution. Over the past contract cycle (July 1, 2023 through June 30, 2026), 1,187 primary and secondary victims were assisted with 10,368 units of service provided by the contract funded advocates. Additionally, FNEs responded to 731 victims, conducted 669 forensic exams, of which 383 were performed at the Butterfly House. This legislative appropriation aims to enhance services historically available to victims of sexual assault. If the legislative appropriation funding ceases, the positions will be deleted from the Victim Services complement.

Summary, Background and Justification: Continued on Page 3

Attachments:

- 1) DOH Contract Renewal # R1
- 2) Contract #COHEC Amendment # A2
- 3) Budget Amendment

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Recommended By:	<u></u>	<u>8/18/26</u>
	Department Director	Date
Approved By:	<u></u>	<u>8/1/26</u>
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Personal Services	282,027				
Operating Expenses	12				
Capital Outlay					
Grants & Aids					
External Revenue	(282,039)				
In-Kind Match (County)					
Net Fiscal Impact	0				

ADDITIONAL FTE

POSITIONS (Cumulative)	0	0	0	0	0
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Is Item Included In Current Budget? Yes _____ No X
Is this item using Federal Funds? Yes _____ No X
Is this item using State Funds? Yes X No _____

Budget Account Exp No: Fund 1426 Dept. 662 Unit 3290 Obj. various Prog. various
Rev No: Fund 1426 Dept. 662 Unit 3290 Rev. 3429 Prog. ST01

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

Grant: SART Program, COHEC
Fund:1426 – Public Safety Grants
Unit: 3290 – SART Program

C. Departmental Fiscal Review: Hypocrite 8/3/24

III. REVIEW COMMENTS

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

ASD/CA 8/28/26
OFMB
no 8/21
10/22
8/19

Brenda Znachko
Contract Dev. And Control
8/29/26

B. Legal Sufficiency:

 8/9/20

Assistant County Attorney

C. Other Department Review:

Department Director

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

Summary, Background and Justification, continued from page 1

Summary: On August 16, 2011, the Board of County Commissioners (BCC) approved Agenda Item 3X3, R2011-1223, which authorized the County Administrator or designee to execute contracts and amendments utilizing funding from the State of Florida. **No County matching funds are required. Countywide** (RS)

Background and Justification: The Division of Victim Services is the County's only Certified Rape Crisis Center. Since July 1, 2011, the Division of Victim Services has received funding from the State of Florida, Department of Health in the amount of \$282,039 as reoccurring funds to provide enhanced services to sexual assault victims.

Attachment 1

STATE OF FLORIDA
DEPARTMENT OF HEALTH
CONTRACT RENEWAL # R1
ORIGINAL CONTRACT # COHEC

THIS RENEWAL is entered into between the State of Florida, Department of Health, hereinafter referred to as “the Department” and Palm Beach County, A Political Subdivision of the State of Florida by and through its Board of Commissioners, hereinafter referred to as “Provider.”

As stated on page 23, Attachment I, paragraph D.1, of Contract # COHEC, the Department is exercising its option to renew this contract as mutually agreed to by both parties beginning on 7/1/2026, and ending on 6/30/2027, in an amount not to exceed \$282,039.00.

All terms and conditions of said original Contract and any supplements and amendments thereto will remain in force and effect for this renewal.

IN WITNESS WHEREOF, the parties have executed this Renewal by their undersigned officials as duly authorized.

PROVIDER: Palm Beach County,
A Political Subdivision of the State of Florida
by and through its Board of Commissioners

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

SIGNED BY: Stephanie Sejnoha
Digitally signed by Stephanie Sejnoha
Date: 2026.07.27 14:05:39 -04'00'
NAME: Stephanie Sejnoha
TITLE: Director, Public Safety Department
DATE: _____
FEDERAL ID NUMBER: F596000785(006)

SIGNED BY: Laura Corbin
Signed by:
2A67027B7EFC4EB...
NAME: Laura Corbin
TITLE: Interim Director, Division of
Community Health Promotion
DATE: 7/31/2026



Approved and to Form and
Legal Sufficiency
By: Richard Sena
Digitally signed by Richard Sena
Date: 2026.07.27 10:35:15 -04'00'
Assistant County Attorney

Approved as to Terms and Conditions
By: Nicole Bishop
Digitally signed by Nicole Bishop
Date: 2026.07.27 10:35:15 -04'00'
Department or Division Director

COHEC-R1

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CONTRACT SUMMARY

This contract action has completed the Department’s routing process and has received the required approvals for execution.

Division/CHD/Office:	Community Health Promotion/ Violence and Injury Prevention
Provider Name:	Palm Beach County, a Political Subdivision of the State of Flo
Contract Number:	COHEC
Original Contract Amount:	\$846,117.00
Total Contract Amount (executed actions):	\$846,117.00
Original Contract Start Date:	07/01/2023
Original Contract End Date:	06/30/2026
New Contract End Date:	06/30/2029

DESCRIPTION OF CONTRACTUAL SERVICES:

Palm beach County Rape Crisis Treatment Center for the provision of sexual battery recovery services. This is a recurring appropriation project; \$846,117.00 for three years at \$282,039.00 per year. CFSA 64.121

CONTRACT ACTION:

AMENDMENT(Y/N): Y	AMENDMENT AMOUNT: \$0.00	
CHANGE TO TERM(Y/N): N	START DATE: 7/1/2026	END DATE: 6/30/2029
RENEWAL:	RENEWAL AMOUNT:	
START DATE:	END DATE:	

DESCRIPTION OF CONTRACT AMENDMENT ACTION:

Establish payment schedule.

This contract complies with all of the following requirements:

- A statement of work.
- Quantifiable and measurable deliverables.
- Performance measures.
- Financial consequences for non-performance.
- Terms and conditions which protect the interest of the state.
- All requirements of law have been met regarding the contract.
- Documentation in the contract file is sufficient to support the contract and the attestation (examples: business case; directive to establish contract; subject research and analysis, etc.).
- If the contract is established by way of a competitive solicitation as identified in section 287.057(1), Florida. Statutes, the costs of the contract are the most advantageous to the state or offer the best value.

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STATE OF FLORIDA
DEPARTMENT OF HEALTH
CONTRACT #COHEC
AMENDMENT # A2

This amendment, entered into between the State of Florida, Department of Health, hereinafter referred to as "the Department" and Palm Beach County, A Political Subdivision of the State of Florida by and through its Board of Commissioners, hereinafter referred to as "Provider," amends contract # COHEC

The Department and Provider amend this contract to define method of payment for the renewal term. Accordingly, the contract is amended as follows:

1. Page 18, Attachment I, C.1., Payment, is hereby deleted in its entirety and replaced as follows:
1. Payment: This is a fixed price, fixed fee contract. The Department will pay the Provider for satisfactory completion of the deliverables as specified in section B.1.b.1 of this contract, a total dollar amount not to exceed \$282,039.00 for the renewal term. Payments will be quarterly in the amount of \$70,509.75.
2. This amendment will begin on July 1, 2026.

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

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

IN WITNESS THEREOF, the parties hereto have caused this 1-page amendment to be executed by their officials thereunto duly authorized.

PROVIDER: Palm Beach County, A Political Subdivision of the State of Florida by and through its Board of Commissioners

STATE OF FLORIDA
DEPARTMENT OF HEALTH

SIGNED BY: Stephanie Sejnoha
Digitally signed by Stephanie Sejnoha
Date: 2026.07.27 14:06:02 -04'00'

SIGNED BY: Laura Corbin
Signed by:
2A87027B7EFC4EB...

NAME: Stephanie Sejnoha

NAME: Laura Corbin, MPH

TITLE: Director, Public Safety Department

TITLE: Interim Director, Division of Community Health Promotion

DATE: _____
FEDERAL ID NUMBER: F596000785(006)

DATE: 7/28/2026



APPROVED AS TO FORM
AND LEGAL SUFFICIENCY
[Signature]
COUNTY ATTORNEY

APPROVED AS TO TERMS AND CONDITIONS

By: Nicole Bishop
Digitally signed by Nicole Bishop
DN: cn=Nicole Bishop, o=Department of Health, ou=Division of Community Health Promotion, email=N.Bishop@doh.state.fl.us, c=US
Date: 2026.07.27 11:55:40-04'00'
Division or Department Director
COHEC-A2

26-0982

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGRV 071626*526

BGEX 071626*1763

FUND 1426 - Public Safety Grants

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 08/04/26	REMAINING BALANCE
REVENUES									
1426-662-3290-3429	State Grnt Other Public Safety		282,039	352,549	211,529	0	564,078		
			0	0	0	0	0		
	Total Fund Revenues		2,125,679	2,587,332	211,529	0	2,798,861		
EXPENDITURES									
1426-662-3290-1201	Salaries & Wages Regular	SART Program	205,332	208,999	146,094	0	355,093	173,690	181,403
1426-662-3290-2101	Fica-Taxes	SART Program	12,764	12,764	9,058	0	21,822	10,602	11,220
1426-662-3290-2105	Fica Medicare	SART Program	2,985	2,985	2,118	0	5,103	2,480	2,624
1426-662-3290-2201	Retirement Contributions-Frs	SART Program	28,583	28,583	20,497	0	49,080	24,261	24,819
1426-662-3290-2301	Insurance-Life & Health	SART Program	36,419	36,419	33,750	0	70,169	34,667	35,502
1426-662-3290-4410	Rent-Building	SART Program	12	12	12	0	24	11	13
	Total Fund Expenditures		2,125,679	2,587,332	211,529	0	2,798,861		

SIGNATURES

DATES

Ngoc Chau

Digitally signed by Ngoc Chau
DN: DC=eng, OU=pbcbgov, OU=Enterprise, OU=PSD, OU=Users, CN=Ngoc Chau, E=NChau@pbcbgov
Reason: I am approving this document
Date: 2026.08.28 11:28:23 -0400

Initiating Department/Division

ASB/UA

8/28/26

Administration/Budget Department Approval

OFMB Department - Posted

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 9/15/2026

Deputy Clerk to the
Board of County Commissioners

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