



OFFICE OF INSPECTOR GENERAL PALM BEACH COUNTY

REPORT OF INVESTIGATION CASE NUMBER: 2013-0004

Amended

Sheryl G. Steckler
Inspector General

"Enhancing Public Trust in Government"

EXECUTIVE SUMMARY

The Palm Beach County State Attorney's Office Public Corruption Unit (PCU) initiated a criminal investigation based on an anonymous complaint¹ they received, which alleged that Palm Beach County (the County) Community Services Department Director Channell Wilkins circumvented County procurement policies and directed a \$118,446.00 services contract to Modern Day Miracles, Inc.² (MDM). The anonymous complaint further indicated that Mr. Wilkins had a personal relationship with MDM's owner, James Rosser.

Upon completion of PCU's criminal investigation, their report was forwarded to the Office of Inspector General (OIG) for administrative review as no criminal charges were filed. PCU's report contained the following excerpt:

At this time there is no evidence to show that Channell Wilkins received any compensation for hiring Rosser. The investigation did reveal that Channell Wilkins bypassed procurement/bidding procedures to hire his friend, James Rosser, for the Futures Career Exposition, where James Rosser and his companies benefitted from said friendship. The criminal investigation is closed.

Based on the information provided by PCU, the OIG initiated an administrative investigation.

FINDINGS

Based on documents reviewed as well as Mr. Wilkins own statements to PCU and the OIG, the allegation that Palm Beach County Community Services Department Director Channell Wilkins circumvented County procurement policies and directed a \$118,446.00 services contract to Modern Day Miracles, Inc., a nonprofit organization owned by Mr. Wilkins' friend, James Rosser, is **supported**. Mr. Wilkins advised PCU and the OIG that Mr. Rosser was a friend. Furthermore, based on this personal relationship, not through a competitive procurement process, Mr. Wilkins directed a \$118,446.00 services contract to MDM.

¹ The OIG also received the same complaint; however, the OIG's Administrative Investigation was placed on hold until PCU completed their investigation.

² According to documentation reviewed by the OIG, MDM is a nonprofit organization.

ALLEGATION AND FINDINGS

Allegation:

Palm Beach County Community Services Department Director Channell Wilkins circumvented County procurement policies and directed a \$118,446.00 services contract to Modern Day Miracles, Inc., a nonprofit organization owned by Mr. Wilkins' friend, James Rosser. If supported, the allegation would constitute a violation of Section 2-51(c), (e), and (f)(2), Article III of the Palm Beach County Code of Ordinances; Section 2 of the Palm Beach County Merit System Rules and Regulations (At-Will Employees); and Section H(4) of CW-L-008 of the Palm Beach County Policy and Procedure Memorandum.

Finding:

The information obtained **supports** the allegation.

The American Recovery and Reinvestment Act (ARRA) of 2009 was signed into law on February 17, 2009. The County received ARRA Grant funds from this Act (October 2009) which required that Grant funds be spent by September 30, 2010 for various purposes, including job creation.

On July 27, 2010, the County (through Mr. Wilkins) entered into an Emergency Contract for Consulting/Professional Services to expend ARRA Grant funds with MDM, a nonprofit organization owned by Mr. Rosser. The services contract totaling \$118,446.00³ was for MDM's coordination and delivery of the Future Career Expo and Job Fair (the Expo) held on August 19, 2010 at the South Florida Fairgrounds.

According to the OIG's review of PCU's Investigative Report, the following pertinent information was obtained:

- The anonymous complaint alleged that the County would not sign off on a routine contract for Mr. Wilkins if it did not meet County policies; however, Mr. Wilkins learned that County Purchasing Director Kathy Scarlett had the authority to approve emergency contracts. Mr. Wilkins elected to bypass County policies and utilize an emergency contract.
- Mr. Rosser advised that he was a friend and member of the same fraternity as Mr. Wilkins; however, he indicated that he knew Mr. Wilkins prior to learning of their mutual fraternity membership. Mr. Rosser stated that neither he nor his employees compensated Mr. Wilkins for his selection of MDM.

Statement of Kathy Scarlett, County Purchasing Director

Ms. Scarlett explained to the OIG that typically, nonprofit contracts are exempt⁴ from the County's Purchasing Policy and Procedure Memorandum (PPM), but are required to go

³ According to PCU, MDM received two payments from the County, one dated August 10, 2010 (\$82,912.00) and the other dated August 25, 2010 (\$35,534.00).

⁴ Reference Section 2-51(1)(a), Article III of the Palm Beach County Code of Ordinances.

before the Board of County Commissioners (BOCC) for approval if the contract amount exceeds the Department Head's signature authority. Ms. Scarlett did not believe that Mr. Wilkins had any signature authority for entering into contracts.⁵ Ms. Scarlett stated that she has signature authority for emergency procurements up to \$200,000.00. In this particular case, Mr. Wilkins presented her with an Emergency/Confirming Request (ECR) form dated July 27, 2010 requesting the approval of a \$118,446.00 services contract with MDM for the Expo. Ms. Scarlett stated that she relies on the Department Heads to provide her with accurate information concerning the justification for their requests. Ms. Scarlett opined that based on the information provided by the OIG⁶, the contract with MDM "should have been solicited."

According to the OIG's review of Mr. Wilkins' ECR form dated July 27, 2010, the following Statement of Circumstances was provided as justification for contract payment⁷ to MDM:

To expend the ARRA grant by September 30th 2010. The grant scope and terms are modified by the department and approval has been received by the grantor to provide job fair and job opportunities to participants. Due to prior approval needed from the grant, there was not enough time to go to BOCC for contracting.

Statement of Jon Van Arnam, Assistant County Administrator

Mr. Van Arnam advised that Mr. Wilkins did not have signature authority to enter into this contract with MDM valued at \$118,446.00. Because of this, Mr. Wilkins should have gone before the BOCC for approval or through Purchasing (if it was a true emergency procurement). Mr. Van Arnam opined that if Mr. Wilkins' relationship with MDM was of a business nature and he was familiar with their work, than Mr. Wilkins' selection may have been relevant. After being advised by the OIG that Mr. Wilkins admitted to both PCU and the OIG that he and Mr. Rosser were friends, Mr. Van Arnam acknowledged that the friendship would be a red flag. Mr. Van Arnam stated that in these types of situations, he would suggest and/or recommend that the individual err on the side of caution. Mr. Van Arnam added that even if MDM was the best firm to provide the services, his recommendation (based on the OIG's information) would have been to obtain additional proposals and conduct some type of competitive solicitation process. Mr. Van Arnam opined that if there is a personal relationship with someone in a company [that is doing business with the County], "if nothing else, there's an appearance that it's favoritism."

⁵ According to Mr. Wilkins, he had no signature authority.

⁶ Ms. Scarlett was advised that the vendor was a friend of Mr. Wilkins; Mr. Wilkins initiated the discussions with the vendor in March 2010; and, Mr. Wilkins, in August or September 2009, was aware that the Grant funds had to be spent by September 30, 2010.

⁷ County Purchase Order #AW-39 was used to pay MDM.

Statement of Channell Wilkins, County Community Services Department Director

Mr. Wilkins provided the following pertinent statements to PCU:

- Mr. Wilkins advised that he and Mr. Rosser were friends and that he and Mr. Rosser were members of the same fraternal organization. Although Mr. Rosser advised PCU that Mr. Wilkins may have been a speaker at his (Mr. Rosser's) conference in the Dominican Republic, Mr. Wilkins stated that he and Mr. Rosser travelled together⁸ to the Dominican Republic for "pleasure purposes only."
- Mr. Wilkins advised in his initial interview with PCU that he chose Mr. Rosser because he was a friend and knew that Mr. Rosser could put on the event in the short period of time that they had. Mr. Wilkins further advised that his Department and Mr. Rosser's representatives planned since March 2010 to put on the event. Mr. Wilkins denied receiving any compensation from Mr. Rosser and/or any of his representatives.
- In his subsequent interview with PCU, Mr. Wilkins advised that ARRA grant funds had to be spent by September 2010 and because he did not have the authority to "obtain the funding," he deemed the Expo an emergency. Mr. Wilkins also advised that by deeming the funding for the event an emergency, he would be able to bypass the bidding process and obtain the funding through Ms. Scarlett. Mr. Wilkins stated that he did not publish the event, look for (other than a "Google" search), or contact any other companies for comparison.

The following additional information was obtained during Mr. Wilkins' statement to the OIG:

Mr. Wilkins stated that because he entered into a contract with a nonprofit organization he was not required to follow the County's Purchasing PPM. Mr. Wilkins initially advised the OIG that he began communicating with Mr. Rosser about the Expo in April or May 2010; however, after being reminded of his statement to PCU, Mr. Wilkins acknowledged that it may have been March 2010. Mr. Wilkins added there was a difference between talking to Mr. Rosser (in March 2010) and having a concrete idea. Mr. Wilkins stated that Mr. Rosser was not the only person he spoke to. When asked by the OIG to clarify that statement, Mr. Wilkins admitted that although he spoke to several people about ideas for using the Grant money, he only spoke to Mr. Rosser about putting on an Expo that showcased telemedicine and drone technology careers. Mr. Wilkins indicated that he did not feel there was anyone else qualified to put on the Expo with these types of potential career opportunities; but admitted that he did not conduct any research in support of his opinion other than a cursory "Google" search.

⁸ Mr. Wilkins advised PCU that he and Mr. Rosser paid for their respective travel expenses.

RECOMMENDED CORRECTIVE ACTIONS

Based on the OIG's findings, the following corrective action is recommended:

1. Take appropriate personnel action.
2. Review the Emergency/Confirming Request form and determine whether or not additional justification and/or review(s) are necessary to ensure adequate information is being provided to the Purchasing Department.

QUESTIONED COSTS

Questioned Costs: \$118,446.00

ARTICLE XII, SECTION 2-427

Pursuant to Article XII, Section 2-427 of the Palm Beach County Code, on April 5, 2013, Channell Wilkins was provided the opportunity to submit a written explanation or rebuttal to the findings as stated in this investigative report within ten (10) calendar days. On April 7, 2013, April 9, 2013, and April 15, 2013, Mr. Wilkins provided the OIG with the following responses, in pertinent parts (*Mr. Wilkins' three responses are attached in their entirety*):

- *The fact that the contract was not entered into until July 27, 2010 for an event to be conducted on August 19, 2010, that has all of the pre-event [sic] demands outlined in the scope of work is a clear indication of the need for an emergency procurement.*

OIG Response: The signing of the ECR on July 27, 2010 is not disputed, rather the reasons why an ECR was submitted when Mr. Wilkins knew, by his own admission, in August 2009 or September 2009, that the ARRA funds had to be used by September 30, 2010. By Mr. Wilkins' own admission, he had already begun to seek Mr. Rosser's services in March 2010 or April 2010, through MDM for the Expo. Based on Mr. Wilkins' previous statements that no other entities could perform the desired deliverables, his selection of MDM in March 2010 or April 2010 indicates that there was sufficient time to follow the appropriate process and not an emergency procurement. Had Mr. Wilkins followed the appropriate process, an emergency would not have existed. It should be noted that PBC PPM CW-L-008, Section II, H(4)(b) does not permit "lack of planning by the User Department" to create an emergency.

- *This highly accomplished MDM assembled team, mostly African American , [sic] hopefully not the reason for your discounting Dr. Rosser's or any of their credentials in your review of their relevance for getting the professional services contract, was only part of the reason, as you called it, a cursory search was done to support my opinion that there was not another assembled group*

knowledgeable in telemedicine and drone technology was available. [It is noted that Mr. Wilkins' response included approximately four pages of Mr. Rosser's and/or his associates' credentials/accomplishments.]

OIG Response: The credentials/accomplishments of Mr. Rosser and/or his associates are not relevant in this matter. What is relevant is that Mr. Wilkins circumvented the County's procurement policies by directing a \$118,446.00 services contract to his friend. Based on Mr. Wilkins' opinion of Mr. Rosser's qualifications, MDM may have been more than qualified to facilitate the Expo; however, because the appropriate process was not followed, Mr. Wilkins' friendship with Mr. Rosser coupled with the lack of planning by Mr. Wilkins, gives rise to the appearance of impropriety.

*This Investigation has been conducted in accordance with the ASSOCIATION OF
INSPECTORS GENERAL Principles & Quality Standards for Investigations.*

Response to OIG Investigation Number 2013-004

The findings of this report center completely around the fact that "James Rosser" (this is how he is referenced in the report) and I are friends and fraternity members. The implied accusation is that James Rosser received this contract, through Modern Day Miracle a non-profit corporation, only because of our relationship and benefited from the contract. Therefore, I violated Section 7.02 (d) (32) of the Palm Beach County Merit System Rules and Regulations which is Conduct unbecoming a public employee. Such conduct includes actions which reflect unfavorably on the County, its employees or its citizens. Additionally, it is implied that the use of the emergency purchase procurement process was not justified and violated Section H(4) of CW-L-008 of the Palm Beach County Policy and Procedure Memorandum.

OIG: Emergency Purchase contract.

On July 27,2010, The Couty (through Mr. Wilkins) entered into an Emergency Contract for Consultin/Professional Services to expend ARRA Grant funds with MDM, a nonprofit organization, **owned** by Mr. Rosser. The services contract totaling \$118,446.00 was for MDM's coordination and delivery of the Future Career Expo and Job Fair held on August 19, 2010 at the South Florida Fairgrounds.

Response:

The fact that the contract was not entered into until July 27, 2010 for an event to be conducted on August 19, 2010, that has all of the pre-e vent demands outlined in the scope of work is a clear indication of the need for an emergency procurement.

The County process for getting Board of County Commissioner (BOCC) approval is usually a six week timeframe from submission to County adminsitration to being on the next scheduled BOCC meeting. This would mean the next reasonable date for BOCC approval would have been the 9/14/2010 Board meeting. As noted in your report the grant ended 9/30/2010 leaving no possible option to complete the process and expect to have delivery of the contract or the attain the goals of the job fair/expo for the ARRA grant. As noted in the ARRA report (attachment A) the

grant was \$1,461,906.00 with a modification of \$50,000 for a total of \$1,511,906. The jobs created or saved by this grant totalled 254 with a one year Return on Investment of 492%.

I make note of this because the \$50,000 dollars came from our partner agencies in Broward and Miami Dade who specifically supplemented this contract and participated in the Expo /Job Fair. This event/contract while representing less than 8% of the grant represented over 25% of the results.

While this accounts for the factual dates, the report alludes to dates I mentioned in March 2010 and April 2010 as possible dates that this could have been ready for packaging to the BOCC. The statement that "I was reminded that I told the PCU we had discussions in March 2010", like all of my statements was made in interview(s) where I needed to try and recall dates and timeframes from over 2 years prior without prior knowledge of the information needed or access to my computer, therefore I gave my best recollection with no intention to misrepresent. In preparing this response I have access to the aforementioned information and the following timeframe best outlines the process prior to going to purchasing for the emergency purchase.

The first email referencing preliminary discussions of this event is dated April 13, 2010 (Attachment B). In that email dates of April 26-28 are mentioned as the first time for the three Counties to get together to discuss the possibility of a joint venture. My calendar indicates the meeting took place on April 27 and I followed up with an email giving the other Counties a copy of the UAV introduction RCUAV introduction (Attachments C & D respectively). This email also indicates that we would meet at a conference in May 2010 to vet the possibilities. It also indicates that we could get them in late July or early August, this is because in order to see the results of this type event, any later timeframe would not provide sufficient time for the results to be included in our grant or theirs. The conference referenced was May 11-13, 2010 with the CSBG grantees. On May 14, 2010, I sent an email to our funding agency (Attachment E) with a copy of UAV introduction (Attachment C) and mentioned we were getting preliminary numbers and continuing discussions with the other South Florida Counties. My calendar indicates we next met in June on the 17th and 24th with the other Counties to decide whether to move forward. The 6/24 meeting would have been the first possible

date we agreed to move forward. Had we had everything ready to submit that day we might have made the 8/17 BCC meeting. However, since the budget document (Attachment F) was not created until 6/25 and the contract and scope of work thereafter there was clearly no time for the usual process. I, therefore, indicated to Purchasing that there was not enough time to go to BOCC for contracting. As a side note, Mr. Rosser does not own MDM, he is the founder. This is a non-profit organization not a business as implied by ownership.

Additionally, you were provided the scope of work (Attachments G &H) which indicate pre event planning setup and travel for multiple days. There is significantly more to this scope but I will save that for after the release.

OIG: Questioned why Mr. Rosser was the only one spoken to about showcasing telemedicine and drone technology.

Mr. Rosser as you choose to refer to him, the intent of using that as his descriptor is transparent and intended, like saying he owns MDM, to misrepresent him as just some friend and fraternity member and not the highly accomplished professional that was/is worthy of receiving a contract. Below is the current bio for DR. Rosser listed on the below links:

<http://www.celebrationsurgeons.com/services-and-specialties>

<http://www.celebrationsurgeons.com/medical-team/physicians/james-rosser>

James C. “Butch” Rosser, Jr. MD FACS is proud to join the Celebration Hospital family and the practice of Jay Redan, MD FACS. Dr. Rosser is a general surgeon specializing in minimally invasive (laparoscopic) procedures. He has been a recognized national and international leader in minimally invasive surgery for over 20 years. Dr. Rosser has given more than 350 invited lectures around the world, written over 50 peer reviewed articles, more than 16 chapters in books currently in print, and 11 digital books. He is past president of the Society of Laparoendoscopic Surgeons and holds two patents and several products and appliances have been developed to his credit. For his efforts, Dr. Rosser has received numerous recognitions and awards, including keys to many cities,

citations by several state legislatures, three Smithsonian awards for technical achievements in medicine, NAACP Living Legend Award in Medicine, National Mentoring Award, The SAGES Gerald Marks Life Time Achievement Award and Society of Laparoendoscopic Surgeons' EXCEL award and many others. In addition, he has held academic appointments at Yale University School of Medicine, and the Albert Einstein College of Medicine. Dr. Rosser comes to Celebration from Morehouse School of Medicine, where he was a Professor of Surgery in the Department of Surgery.

Dr. Rosser has accomplished extensive professional success, however, he is most proud of his social and humanitarian contributions around the world outside of medicine. He is director of the non-profit organization called Modern Day Miracles and is no stranger to the Orlando community, having worked extensively with the Orlando Science Center and schools in and around the Orlando area. Over the last six years, Dr. Rosser has appeared on several local radio and television programs pushing the transformation of the current education system. He has been a leader in what he calls a Digital Learning Revolution to harness the collateral learning assets of pop culture and video games to teach children and train our workforce more effectively. He is the author of the recently released book entitled, Playin' to Win: A Surgeon, Scientist and Parent Examines the Upside of Video Games that chronicles the details of this premise. Dr. Rosser hopes not to be just a medical asset to the community but a good citizen as well.

Profile

- Associate Professor and Director of Endo-Laparoscopic Surgery, Yale University, New Haven, CT
- Board Certified, Surgery
- Chief Resident, Akron General Medical Center, Akron, OH
- Chief, Minimally-Invasive Surgery, Beth Israel Medical Center, NY, NY
- Director, Advanced Medical Technology Institute, Beth Israel, NY, NY
- European Association for Endoscopic Surgery
- Fellow, American College of Surgeons
- Medical Degree, University of Mississippi School of Medicine, Jackson, MS
- Professor, Surgery, Albert Einstein College of Medicine, NY, NY

- Residency, General Surgery, Akron General Medical Center, Akron, OH
- Society of American Gastrointestinal and Endoscopic Surgeons
- Society of Laparoscopic Surgeons

Awards

- Mississippi Governor's Education Award, Jackson, MS, 2010
- EXCEL Lifetime Achievement Award, Society of Laparoscopic Surgeons, 2009
- Gerald Marks Lifetime Achievement Award, Society for American Gastrointestinal and Endoscopic Surgeons (SAGES), 2008
- 3rd Place Best Poster Presentation, Society of Laparoscopic Surgery Annual Meeting, 2005
- National Award for Surgical Education, Ethicon Endosurgery , 2004
- Alumni Hall of Fame Award, University of Mississippi, 2004
- Key to the City Award, Moorhead, Mississippi, 2004
- National Role Model Award, Minority Access, Inc., 2000

As pioneers in the field of advanced surgery, Dr. Redan and Dr. Rosser have been instrumental in the development and instruction of a wide variety of minimally invasive surgical techniques. They have traveled the world teaching and training other surgeons about the benefits of minimally invasive surgery. Their work and innovations laid the foundation for the current level of minimally invasive surgical technology, which is now the gold standard option for many conditions requiring surgery. Recent presenter on Dr. Oz show.

Steven Steptoe is the Owner and CEO of NEANY INC., North Eastern Aeronautical Inc. NEANY Inc. is an 8(a) independently owned research, development, systems integration and engineering firm specializing in unmanned aerial systems with innovative integration sensors, electro-optics and ground surveillance. NEANY Inc. currently supports commercial industries, the

government and the War on Terror in all aspects of UAS technology including fabrication, integration, engineering and rapid prototyping.

Since its inception in 1994 NEANY Inc. has been a leader in developing advanced technology, innovative integration, and strategic training aimed at keeping our troops safe and returning them home alive. NEANY Inc. is a cost-effective alternative to multi-million dollar manned aerial systems.

With a background in mechanical engineering and a B.A. in Business Administration from American Intercontinental University, Steptoe has over 20 years experience as a leader in UAS CONOPS development.

<http://www.neanyinc.com/about-founders-profile>

<http://www.uasvision.com/2011/11/18/neany-inc-ranked-third-us-prime-contractor>

Fanchon Stinger is the Director of Strategic Marketing and Communications for Neany Inc. She also heads up the internship/business development initiatives. Stinger is owner of FLS Media and Strategic Solutions specializing in executive coaching, corporate image branding, corporate/trade show marketing and video production, and executive staff training. She currently works between Michigan and the Washington DC/Maryland area. Stinger has over 16 years experience as a television news anchor/journalist. The National Academy of Television Arts and Sciences has awarded Stinger 11 Emmy awards for her professional work. As of July 2010 Stinger will be joining Fox 59 in Indianapolis as the main evening anchor.

Randy Pearcy, 46, has spent the last 21 years teaching in collegiate aviation, 14 years as an Assistant Professor at Delta State University and the last 7 years as Chairman of the Aviation Department at Hinds Community College. An alumnus of Delta State, Randy received a Bachelor of Commercial Aviation and a Master of Business Administration while there. He has logged over 5000 hours of flight time as a flight instructor and corporate pilot since beginning his flight training in 1984. He lives in Ridgeland, MS, with his wife of 24 years, Wanda, and their two teenage daughters, Sarah and Mary Beth.

Dr. Elizabeth (Libby) Mahaffey is Dean, Nursing and Allied Health, at Hinds Community College in Jackson, Mississippi. Dr. Mahaffey has administrative

responsibility for two nursing programs and nine allied health programs, and for the operation of the Jackson Campus – Nursing/Allied Health Center. Libby has worked at Hinds for 28 years, teaching for 22 years in the Associate Degree Nursing program, immediately prior to her current administrative position. Dr. Mahaffey received a Bachelor of Science in Nursing from Mississippi College, a Master of Science in Psychiatric-Mental Health Nursing with a Cross-Cultural Emphasis and Teaching Role from the University of Southern Mississippi, and a Doctor of Philosophy in Adult Education from the University of Southern Mississippi.

Active in numerous professional organizations, Dr. Mahaffey is currently serving as a chair of the Board of Commissioners for the National League for Nursing Accrediting Commission. Dr. Mahaffey recently assumed the role as chair of the Mississippi Office of Nursing Workforce Advisory Committee. As a Past-President of the National Organization for Associate Degree Nursing (N-OADN), Dr. Mahaffey remains active in the state and national organization, and currently serves on the Board of Directors for the N-OADN Foundation. Other professional memberships include the Mississippi Council of Deans and Directors of Schools of Nursing, National League for Nursing, Mississippi Nurses Association, National Association for Career and Technical Education, Mississippi Organization of Nurse Executives, and the Southern Regional Education Board's Council on Collegiate Education for Nursing.

Dr. Mahaffey serves on many community boards including long-term care, public schools, and rural health groups. Libby has also served on several national consortiums involving nursing education, practice, and regulation. Dr. Mahaffey has published a book chapter and articles in journals and professional organization newsletters.

Dr. Virginia Cook Tickels NASA's Marshall Space Flight Center, Lt. Col Leonard Boothe, Khao Cates and others. I will address why I also included the some team later.

This highly accomplished MDM assembled team, mostly African American , hopefully not the reason for your discounting Dr. Rosser's or any of their credentials in your review of their relevance for getting the professional services contract, was only part of the reason, as you called it, a cursory search was done to support my opinion that there was not another assembled group knowledgeable in telemedicine and drone technology was available. Not only was this a highly accomplished team but the materials and information provided for the event was cutting edge and supplied by some of the team to the partnership. Several of their backgrounds with the military and NEANY allowed them access and the ability to deliver (which they did) military drones in 2010. Dr. Rosser though not mentioned in the short bio above was also a military research Doctor. He was performing remote tele-surgery over 10 years ago. Additionally, as you can see from the budget (Attachment I) most of these professionals received nominal or no compensation for their time and effort. Dr. Rosser and his assembled team could have been performing surgery or their engaging in their respective careers as opposed to donating their time through MDM to support the work of securing new employment opportunities for PBC low income clients of Community Services. Most of these professionals spent close to two weeks away from their careers to implement this project under MDM. As Mr. Van Arnam opined that if Mr. Wilkins relationship with MDM was of a business nature and he was familiar with their work than Mr. Wilkins selection may have been relevant. MDM uses these highly successful professionals to “give back” to communities in need.

It is/was my professional knowledge of MDM and DR. Rosser that guided my decision not my personal relationship. I have many friends and countless fraternity members, it should be clear why Dr. Rosser and his team were chosen for this event.

I will reserve my additional comments for after release. This is my preliminary response to be included if I do not submit additional information by April 15,2013.

Channell Wilkins



**Palm Beach County
Department of Community Services
Community Action Program**



American Recovery and Reinvestment Act

**CSBG – ARRA
2009-2010**

**Channell Wilkins, Director
Department of Community Services**

2010 Closeout Report

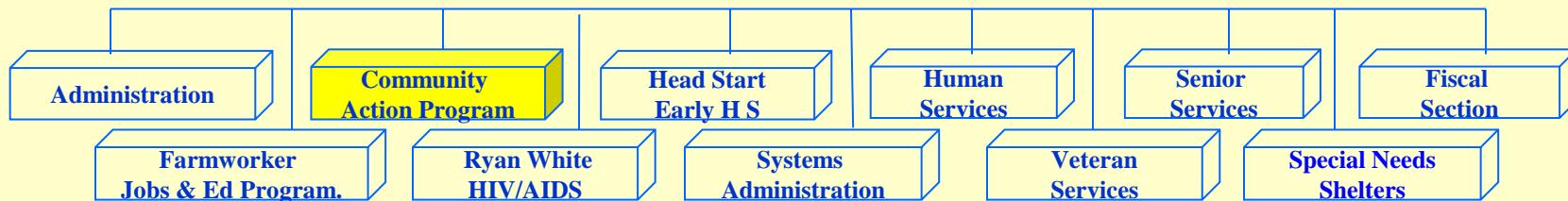


Department of Community Services
810 Datura Street
West Palm Beach, FL 33401
(561) 355-4700 – FAX(561) 355-3863

Channell Wilkins, Director
James Green, CAP Coordinator
Roland Williams, QA/CSBG-ARRA Grant Mgr

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**Palm Beach County
Department of Community Services
Community Action Program**



Channell Wilkins, Director

Department of Community Services director takes the helm with over 20 years of experience in the health care field. Mr. Channell Wilkins, MPA, CCAP, joined the New Jersey Community Action Association (NJCAA), in February 2003 as the Association's Executive Director. NJCAA is a private, non-profit association representing the State's local Community Action Agencies (CAAs). Mr. Wilkins has more than 20 years of experience in public administration and policy for State, local, Federal and non-profit organizations. In that position, Mr. Wilkins worked to establish NJCAA as the leading professional planning, policy and advocacy organization on behalf of the State's 23 local CAAs. He served as liaison between the CAAs and national, State and local government entities to address legislative issues affecting CAAs and their programs. Palm Beach County is extremely pleased to have Mr. Wilkins assume the responsibilities of the Department of Community Services. His experience will be invaluable in sustaining PBC's mission of supporting health and human services concerns. Mr. Wilkins' background includes policy development, program planning and implementation, and business operations planning for a variety of State, local and Federal organizations. Mr. Wilkins was most recently Program Manager, State and Local Solutions for Affiliated Computer Services, Washington, D.C. Among his former positions in New Jersey, he was a member of Senior Executive Services for the State of New Jersey, and was Chief, Mercer County Department of Human Services, Division of Senior and Community Services.

Message from the Director:

On February 13, 2009, Congress passed the American Recovery and Reinvestment Act (ARRA) at the urging of President Obama, as a direct response to the economic crisis. The Recovery Act has the following three immediate goals: create new jobs and save existing ones, spur economic activity and invest in long-term growth, and foster unprecedented levels of accountability and transparency in government spending (Recovery.gov, 2009).

One year later, the Palm Beach County Department of Community Services – Community Action Program began its journey toward building a better community through the pursuit of employment and education for its citizenry. Although it seemed the odds were against us from the beginning; a terrible economy, unemployment rates higher than normal and very limited funds available to make a difference in our community; we were determined to do something completely new, and we did.

The information contained in this document shows how we creatively used our American Recovery and Reinvestment Act funds.

Sincerely

Channell Wilkins
Director, Department of Community Services



**Department of
Community Services**

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West Palm Beach FL 33401
(561) 355-4700
FAX: (561) 355-3863
<http://www.pbcgov.com>

**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair
Karen T. Marcus, Vice-Chair

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

Priscilla A. Taylor

County Administrator
Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*

, October 19, 2010

Ms. Paula Lemmo
Division of Housing and Community Development
Community Assistance Section
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
Telephone: 850.922.1844 FAX: 850.488.2488

Re: CSBG-ARRA Closeout Report

Dear Ms. Lemmo

On behalf of the Palm Beach County Board of County Commissioners, the citizens of Palm Beach County and the Department of Community Services staff – Community Action Program, we are proud to present our closeout report for the CSBG-ARRA program.

The report contains the actions and activities conducted according to the Workplan and budget. We tripled our original Workplan forecast in many areas and more than doubled in many others.

We appreciate the time you and your staff have dedicated to us and the support you have personally given to help us realize our dream. If you should ever require the assistance of the Palm Beach County Department of Community Services – Community Service program, please feel free to give us a call.

Respectfully yours,

Channell Wilkins, Director
Department of Community Services

Community Action Program

CSBG-ARRA – Job Creation/Retention

We began our CSBG-ARRA program with a Quest for Quality

VISION

A **Quest for Quality** Strategies that challenges citizens towards world-class performance in a rapidly changing environment.



Objectives

Provide quality products and services while maximizing the CSBG-ARRA funds

Challenge citizens toward their full personal and professional potential

Develop a simple feedback loop to share successes

Follow-Up

Use surveys to collect and share “best practices” and highlight successes.

Quest for Quality Strategies

Redefine Customer Needs

Provide training, technical assistance and other support services. Show people what jobs will be available in the future.

Eliminate Defects

Look for ways to assess and fix any process defects – duplication of products and services. Provide a seamless system of services to maximize funds.

Cycle Time Reduction

Reduce the time from initiation to resolution of an event.

Increase Community Partners’ Participation

Ensure all partners are involved – working as a team – perfecting things.

Supportive Measurements

Use every metric possible for support and removal of barriers.

Areas of Focus

Leadership Development
Citizens investing in their future

Shared Knowledge Across the community

Successful Planning

Palm Beach County Board of County Commissioners



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[K. Marcus](#)
Chair



District 3
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Vice Chair



District 2
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District 4
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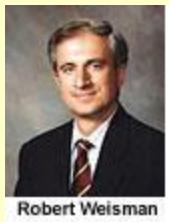
District 5
[B. Anderson](#)



District 6
[J. Santamaria](#)



District 7
[P. Taylor](#)



Robert Weisman

Palm Beach County - Mission:

To continually improve, in the most cost effective manner, the services to our customers; protection of the overall public good, as guided by the policies of the Board of County Commissioners; and to achieve a recognized high level of public satisfaction for costs and quality of service. We will accomplish our mission by taking a leadership role in developing and presenting sound policy alternatives to the Board of County Commissioners, focusing continually on our customers' needs and expectations, recognizing limitations in resources, exploring creative and equitable revenue alternatives, responding capably and swiftly to changing priorities, investing in the behavioral and intellectual enhancement of our work force, and providing appropriate acknowledgement and rewards for superior performance.

OUR GOALS

Customer Focus:

Solicit extensive, measurable and continual customer input. Record and track customer satisfaction trends. Modify systems to achieve customer-defined objectives. Apply knowledge gained to ensure the highest quality services and products.

Performance Measures:

Based on desired outcomes, define clear and quantifiable measures of performance that will provide baseline standards from which we may guide and verify our productivity and organizational improvement efforts.

Empowerment:

Encourage the highest level of employee involvement and initiative. Decentralizing authority and responsibility will maximize individual contributions and promote a vested interest in organizational performance.

Continuous Quality Improvement:

Nurture the quest to be the best. Never identify a problem without offering a solution. Acknowledge and reward superior performance. Provide meaningful training and development opportunities that will stimulate organizational excellence.

Cost-Efficiency:

Increase the efficiency and effectiveness of all County services, referencing benchmark and comparable data from the public and private sectors. When matching needs to resources, be mindful of budgetary limitations, customer expectations and changing priorities.

Vision:

Think strategically and anticipate the future. Ensure that the decisions we make today will have lasting value.

Palm Beach County is the largest county in the State covering 2,578 square miles.

The Community Action Program has locations throughout the county.

We fully utilized all of Community Action Program locations and offices of our Human Services and Senior Services Divisions as well as Farmworkers office, to ensure clients receive all possible services close to home. We "Income Qualified" all clients at 200% of the Federal Poverty Guidelines and sent them to a our Sub-grantee — Gulfstream Goodwill, Inc for full services.



Department of Community Services

The Department of Community Services is comprised of three divisions and several independent programs. It provides staff and administrative support for various health and human service boards and community initiatives.

The Board of County Commissioners awards some local match and operating funds to support local non-profit agencies providing health and human services. The Department of Community Services monitors the use of these funds and provides technical assistance to the agencies.

Our Vision
Helping people build
better communities

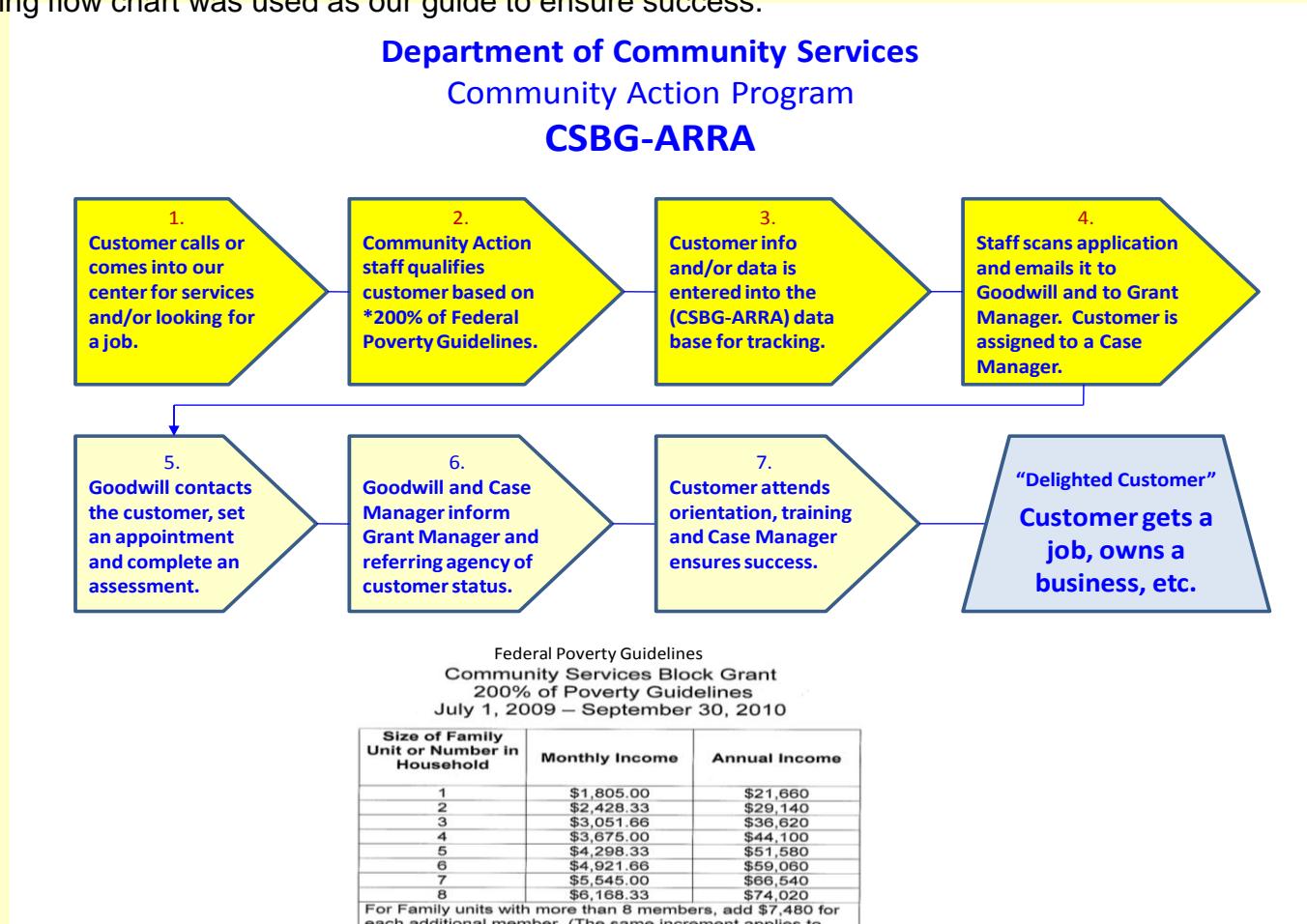
Our Mission
**To enhance and improve the health, welfare
and quality of life in Palm Beach County
by investing in the potentials
of families and individuals in need**

Total Grant	Grantee	Sub-Recipient
\$1,461,906	375,681	1,086,225
Modification 50,000	7,500	42,500
\$1,511,906	383,181	1,128.725

As a result of becoming a recipient of the CSBG-ARRA Block Grant, the Palm Beach County Department of Community Services and Gulfstream Goodwill Industries, Inc. a Sub-Grantee, partnered with over forty (40) companies to meet the goals of the American Recovery and Reinvestment Act. The Palm Beach County Department of Community Services received \$1,461,906 to help reduce poverty, revitalize low income communities, and empower low income families and individuals to become self-sufficient. We also received an additional \$50,000 to inform citizens about other benefits available. It was then decided that a venue should be created to help those citizens that were currently without unemployment, underemployed, or seeking to retain their current position; which in turn would help revitalize the community and empower the citizenry to become more self-sufficient, while reducing poverty. The funds were allocated between both partners with a focus on their administrative services and client assistance expense, as shown in the following charts and graphs.

Department of Community Services

The Community Action Program hired 5 staff to help carry out the local, State and National objectives of the CSBG-ARRA program. Our staff: Jennifer Raymond, Stephanie Jones, Melissa Russell, Jodi Lemont and Winston Hudson. We also enlisted the services of Gulfstream Goodwill Industries, Inc. as a sub-grantee. A flow chart was developed to ensure our clients were properly served in an expedient manner. The CSBG-ARRA program staff begin in April about the same time as the (Goodwill Achievement Through Employment – GATE) Goodwill staff begin about the same time. We develop a joint plan of action. The following flow chart was used as our guide to ensure success.



We went into the community and found 783 citizens willing to participate in the CSBG-ARRA program. They were “income qualified” 200% of the Federal Poverty Guidelines. They were turned over to the sub-grantee to create jobs, save jobs and help them to start a business. The following charts and graphs outlines our success.

Sub-Grantee – Gulfstream Goodwill, Inc.

The Goodwill Achievement Through Employment (**GATE**) program was officially started on November 16, 2009, when the Director of the program was hired.

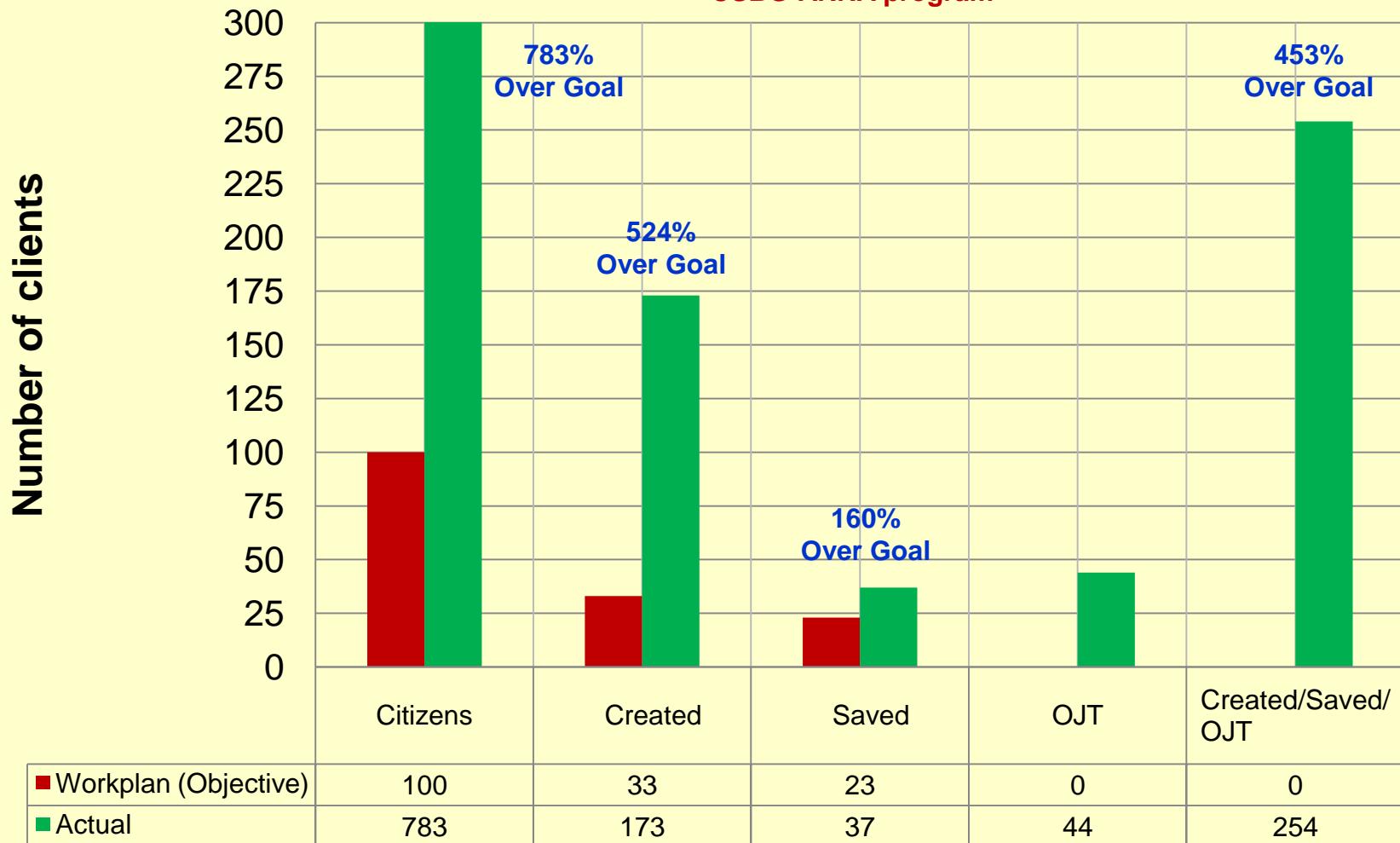
The hiring process for the rest of the staff was then set in motion with the first group coming on board December 14, 2009. During the month of January 2010, ninety eight (98) participants were referred by Community Action Program. Between January and April, things dramatically changed: The number of referrals jumped from 98 in January to 734 at the end of April, these numbers far exceeded the volume that the program was structured to serve. So the County acknowledged the sub-grantee's request to convert the two Follow Along Coaches/Job Coach positions to Liaison Case managers. The last of these new positions was filled on April 15, 2010. The staff was comprised of three (3) Employment Consultants, Elena Brownson, Lisa Lixie-Scharf and Margaret Brice; two (2) Liaison Case Manager Lynda Washington and Anna Balla; the IT trainer Jack Bennett; the Work Readiness trainer LaTasha Pierce and the Receptionist Anasteli Ferguson. The GATE program came to a close on September 30th. Set out below are the number of referrals to the program, and how the participants referred were served.

<u>Referrals: Contract goal, 100:</u>	<u>Vocational Assessments: Contract goal, 100:</u>	<u>Computer Skills Training: Contract goal, 22:</u>	<u>Job Readiness Training: Contract goal, 50:</u>
Results: A total of seven hundred and eighty three (783) participants were referred to the program by the County staff from the Community Action Program.	Results: Three hundred and ten (310) of the 783 completed the full battery of test administered by Goodwill Evaluation team. The 310 participants were assigned to the three (3) Employment Consultants (EC), for job placement and follow up activities.	Results: Forty four (44) completed classes in: Windows 7, Word, Excel and Outlook. All the participants were taught how to fill out an application "on line" and how to upload their résumé and attach it to an application.	Results: Two hundred (200) participants completed the Work Readiness training and were presented with certificates. This course included: <ul style="list-style-type: none">• how to complete an application• resume writing, interviewing• how to dress and present self• an e-mail address was established for those participants who did not have one. Job leads and other communication were sent to their e-mail address to get them familiar with sending and receiving e-mails.

Total Jobs Created / Saved

September 30, 2010

Seven hundred and eighty three (783) citizens were “income qualified” for the CSBG-ARRA program



Florida Department of Community Affairs Workplan – objectives: Create 33 jobs and save 23.

The Grantee and sub-grantee were able to create/save 254 jobs as of September 30, 2010. There are approximately 55 additional jobs pending from citizens finding jobs due to our training them in the area of resume writing, interview and computer skills. This will push our number well over 300 + jobs. We also have a number of citizens that have received their CDL and will be working by the end of October.

Sub-Grantee – Gulfstream Goodwill, Inc.

<u>Skills Training: Contract goal, 7:</u>	<u>Child Care: Twenty five (25)</u>	<u>Apprenticeship or On-the Job Training: Contract goal, 27:</u>	<u>Placement: Contract goal, 20:</u>
<p>Results: There were eighty nine (89) participants that attended training in various schools; training included, CDL, Security, Correction Office, Computer and the health care fields such as: Certified Nursing Assistant (CNAs), Patient Care Technician (PCT), Phlebotomy, EKG and Home Health Aide (HHA). Most of those who received training in the health care field were placed in training related jobs. Those who complete the CDL were also placed except for five (5) from the Belle Glade area, who refused truck driving jobs, preferring instead to wait on the sugar cane season which starts in mid October, where they are almost guaranteed a truck driving job hauling cane from the fields to the mills. Although this is a seasonal job these participants prefer to work in the Glades rather than leave home to travel “over the road”. There was moderate success in all the others, but the positive side is that the participants now have skills that they can market themselves, and soon will be gainfully employed.</p>	<p>Results: participants were given referrals for child care, serving a total of forty seven (47) children. Child care was given to those attending training or those that obtained employment. All the participants that retained their child care during the month of September were all working. Note: Only \$5,000.00 was set aside for child care in the original contract from the County. Goodwill signed a contract with Early Learning Coalition of Palm Beach County, Inc. for \$72,000.00 to provide child care services for the GATE participants</p>	<p>Results: Forty three (44) OJTs were developed, 23 of them were paid on the Goodwill payroll and 20 were paid directly by the employers and then reimbursed. The OJTs were for a period of eight (8) to twelve (12) weeks. Most of these OJTs resulted in full time employment with their employers. There were a few employers that took advantage of the extra help for the duration of the OJT, but in the end indicated that they could not continue their employment. The participants however gained work experience and can add these skills to their resume.</p>	<p>Results: There were a total of one hundred and fifty two (152) placements. In addition to a number of jobs saved in the child care field to bring the total to one hundred and eighty nine (189).</p>

CSBG - ARRA

Goals and Achievements



The Original Workplan Objectives were suggested by a consultant and approved by the Department of Community Affairs, Tallahassee.

Results:
Three hundred and ten (310) of the 783 completed the full battery of test administered by the sub-grantee Evaluation team.

Results:
There were over 105 citizens expressed an interest in computer training. Forty four (44) Completed.

Results:
Two hundred (200) participants completed the Work Readiness training and received certificates.

Results:
There were eighty nine (89) citizens that attended training in various schools.

Results:
Twenty five (25) citizens were given referrals for child care. We served a total of forty seven 47 children.

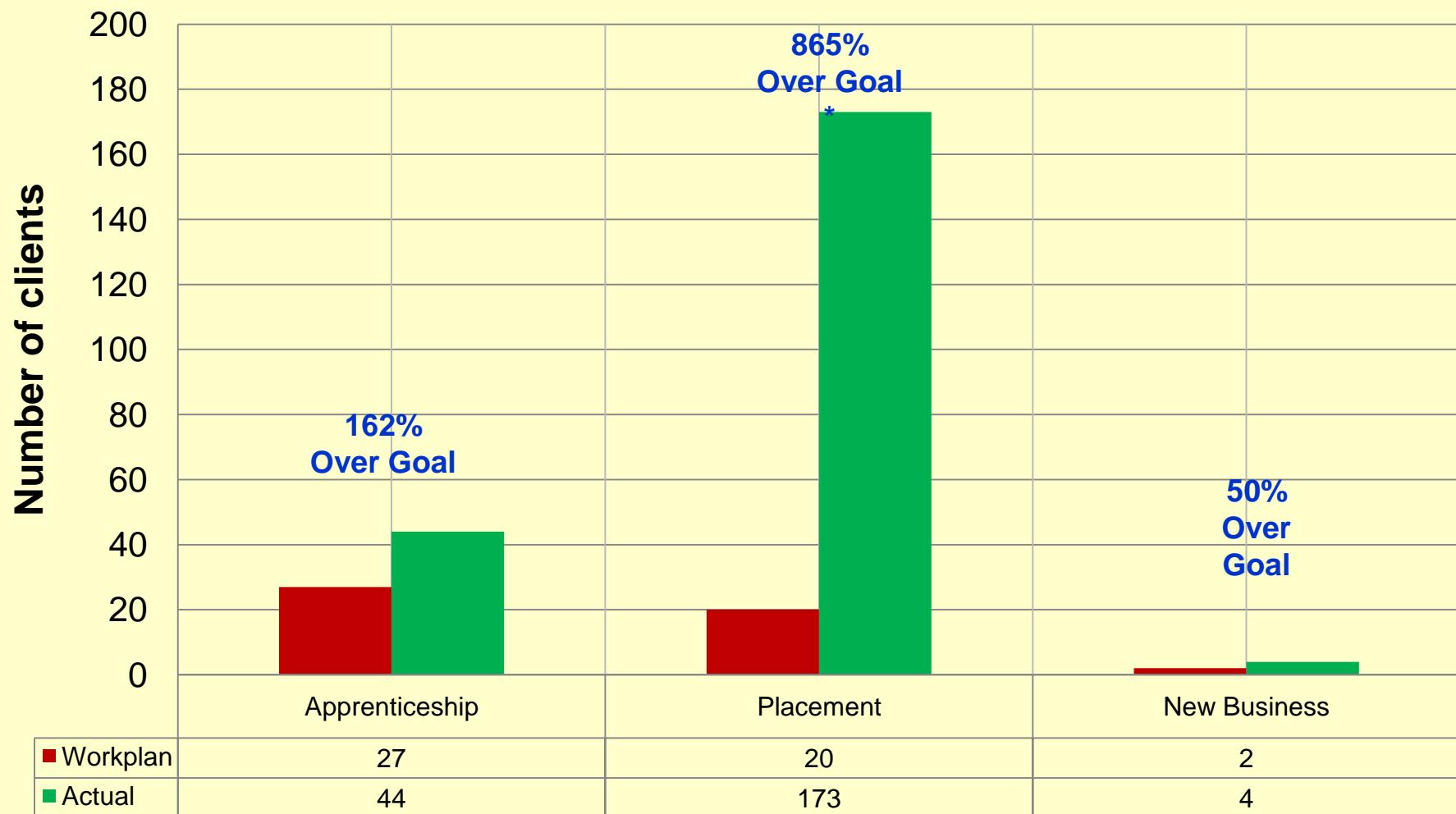
CSBG – ARRA

Sub-grantee Goals and Highlights

<u>Client Referrals: Contract goal, 100</u> Results: A total of seven hundred and eighty three (783) participants were referred to the program by County staff from the Community Action Program.	<u>Vocational Assessments: Contract goal, 100:</u> Results: Three hundred and ten (310) of the 783 completed the full battery of test administered by Goodwill Evaluation team.	<u>Computer Skills Training: Contract goal, 22:</u> Results: There were over 105 customers who expressed an interest in computer training, many of whom did not follow through with their appointments. Forty tour (44).
<u>Job Readiness Training: Contract goal, 50:</u> Results: Two hundred (200) participants completed the Work Readiness training and received certificates.	<u>Skills Training: Contract goal, 7:</u> Results: There were eighty nine (89) participants that attended training in various schools	<u>Child Care:</u> Results: Twenty five (25) participants were given referrals for child care, serving a total of forty seven (47) children.
<u>Apprenticeship or On-the Job Training: Contract goal, 27:</u> Results: Forty four (44) OJTs were developed, 23 of them were paid on the Goodwill payroll and 20 were paid directly by the employers and then reimbursed. The OJTs were for a period of eight (8) to twelve (12) weeks	<u>Placement: Contract goal, 20:</u> Results: There were a total of one hundred and seventy-three (173) placements in addition to a number of jobs saved (37) and OJT (44) – bringing our total to 254 jobs created or saved.	<u>New Businesses: Contract goal, 2</u> Results: E-Books: A model business Lisa's New York Hot Dogs: Restored a hot dog business. Revolutionized Fitness Jason Larimore was trained to become a certified personal trainer. Barber: Adrian Brown was trained to become a Barber. He started his own business and gave free haircuts at the August back to school event.

CSBG - ARRA

Apprenticeship – Placement – New Business



Results:

Forty three (44) OJTs were developed, 23 of them were paid on the sub-grantee's payroll and 20 were paid directly by the employers and then reimbursed. The OJTs were for a period of eight (8) to twelve (12) weeks.

Results:

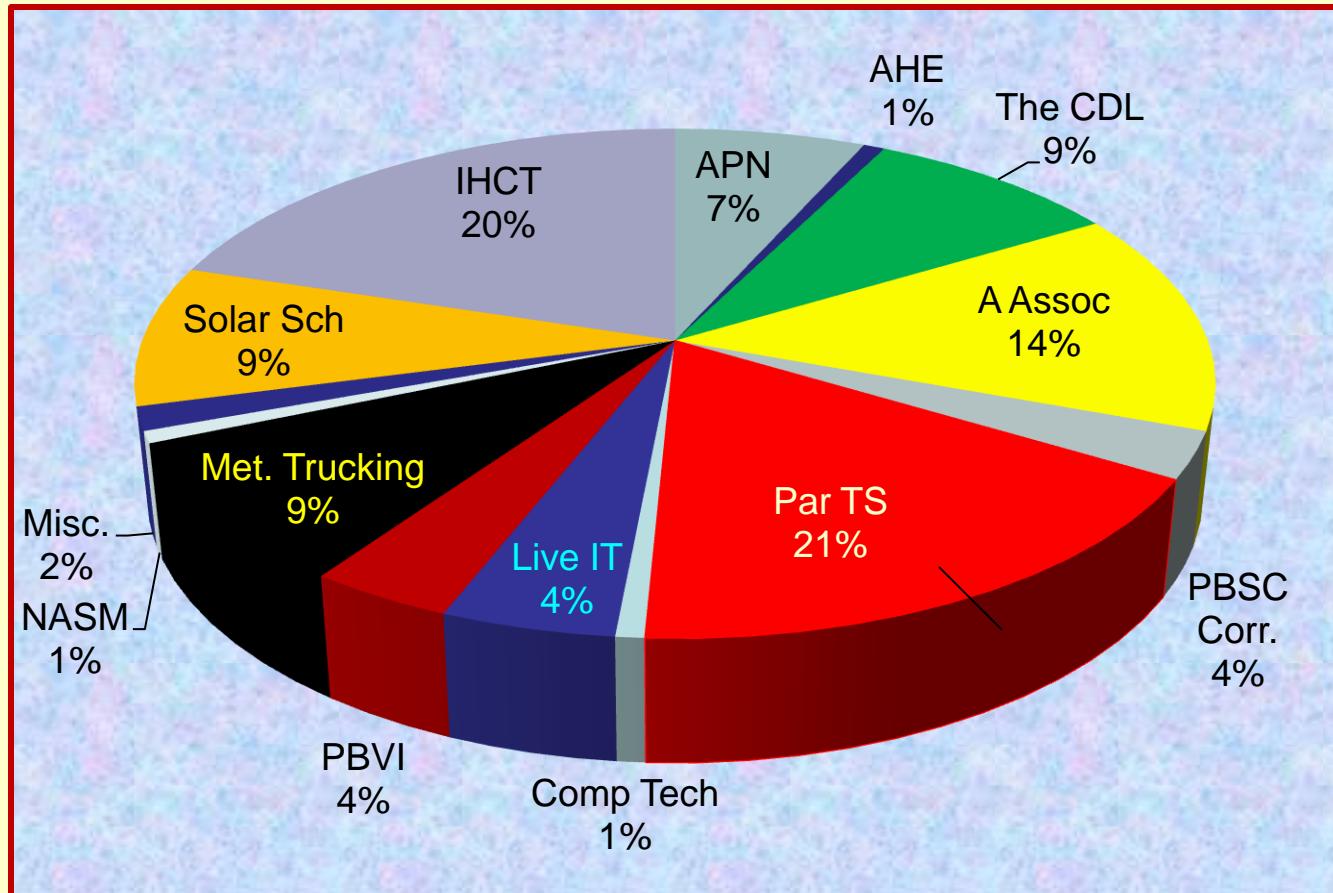
* Consultants estimated that we would place 10 people in jobs given the "bad economy". We doubled that estimate and created 173 new jobs, saved 37 jobs and placed 44 citizens on OJT – a total of 254 jobs created/saved.

Results:

E-Books: A model business
Lisa's New York Hot Dogs:
Revolutionized Fitness Jason Larimore was trained to become a certified personal trainer.
Barber: Adrian Brown was trained to become a Barber.

School and Education Programs

Our goal was to prepare people for a job if they did not have the current education or skills. We found jobs and gave people the education and training necessary to gain the employment opportunity. This graph shows the diversity of schools and educational programs that our citizens attended and received license and/or certification.

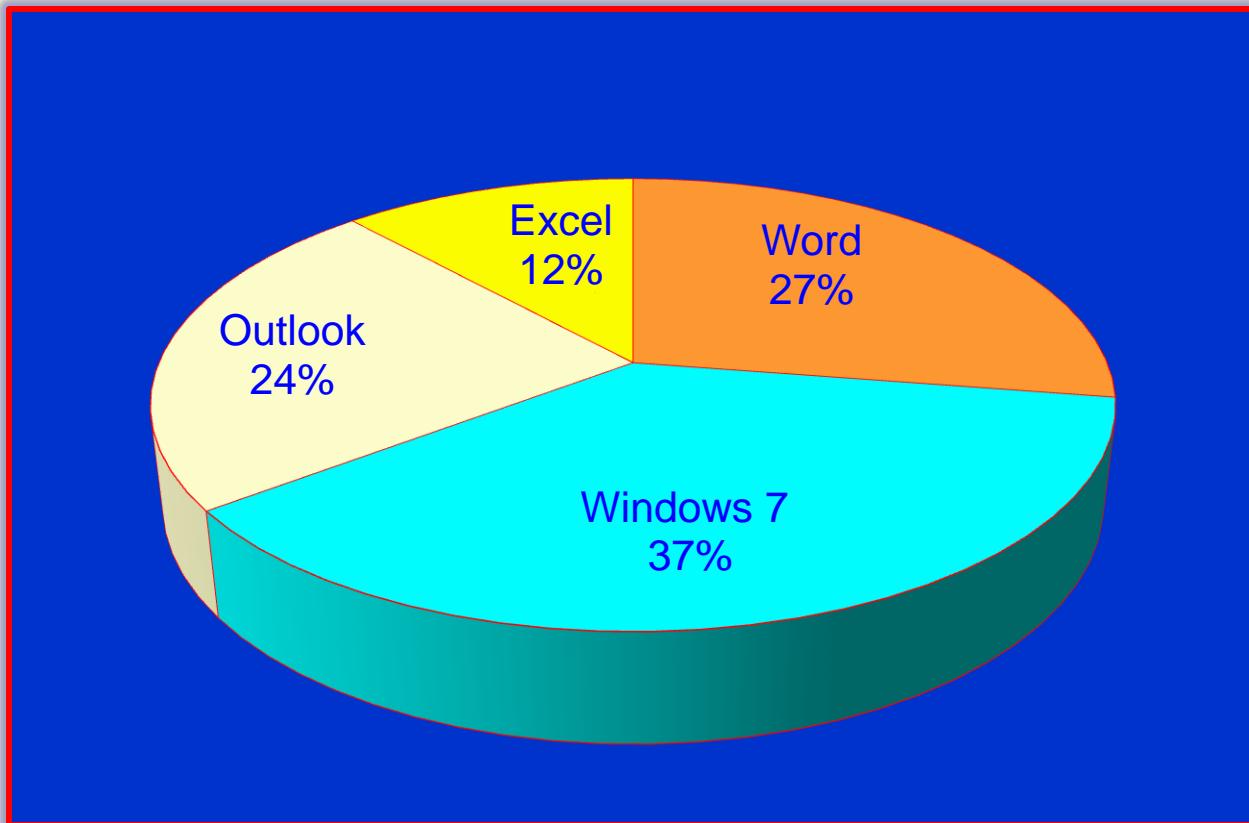


APN – Academy for Practical Nursing	9	Live IT – Computer	6
AHE –Academy for Healthcare	1	PBVI – Palm Beach Vocational Institute	5
The CDL – T he CDL Driving School	12	Met – Metropolitan Trucking	12
A & Assoc – Security Training	12	NASM – Security Training	1
PBSC – Palm Beach State College	4	Misc- Miscellaneous - More than one job	2
Par TS – Paramount Healthcare	24	Solar Sch. – Solar Panel Installation Sch.	11
Comp. Tech – Computer Technician	1	IHCT – In House Computer Training	27
Other (two jobs within the grant cycle)	2		

See file documentation for client name/school and fees.

Computer Training

Forty-four (44) Participants



Our goal was to train people
on the computer skills
necessary to attain a job.

Windows 7	38
Word	28
Outlook	24
Excel	12

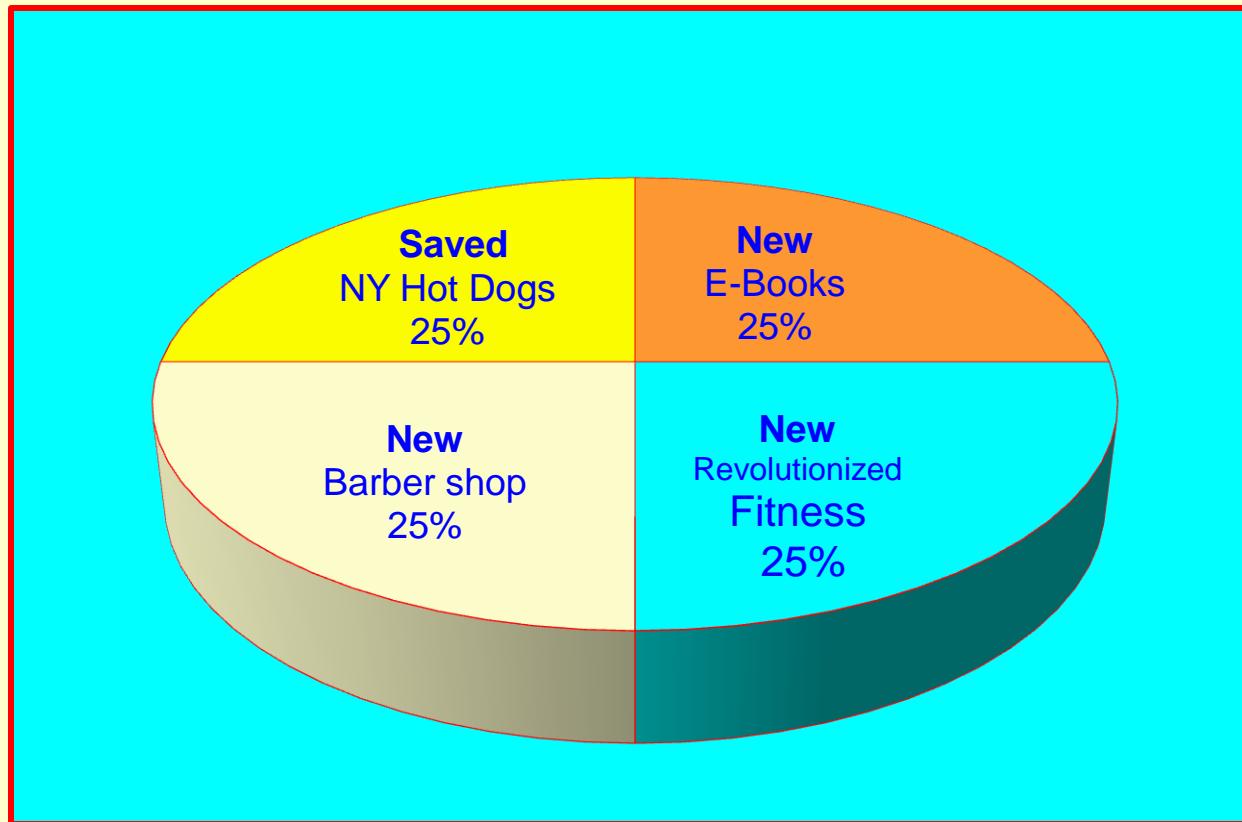
See file documentation for client
name and location of training.



The Future

Starting or Saving a Business

Our goal was to help start or save a business that will be beneficial to the individual, and citizens of Palm Beach County; one that would generate immediate income and on-going returns on investment.



Saved	1
New	3
Total	4

See file documentation for client name and location.

Sub-Grantee – Gulfstream Goodwill, Industries Inc. – New Businesses: goal, 2

E-Books was by far the most successful business launched. All the employees including the manager are former CSBG-ARRA/GATE participants. This business has generated a profit of **\$14,959.19 during the Month of August.** The plan is to expand the current business and duplicate the business in other locations. This is truly a national model. See the Diversified Business section for a complete explanation.



Lisa's New York Hot Dogs: The program restored a hot dog business, after the owner, who was a participant referred by Community Action, ask for help, because all her vendor license and insurance had expired due to prolonged illness. She employed her youngest daughter to help when she had to cater at any large events.

Revolutionized Fitness: Was started by Jason Larimore a participant from Belle Glade. He is a certified personal trainer, the program paid for his certification and he launched his business on August 10, 2010 with a two day fitness camp in Belle Glade. He has secured several contracts in the Glade and is working with both high schools in the Glades communities, to teach student athletes how to prevent injuries.



Barber: The program paid for Adrian Brown to be trained as a Barber to start up his own business. He participated in the August back to school event in the Glades, giving free haircuts. Unfortunately, he was shot and killed in a hold up. He was a promising young man with high hopes of owning his own barber shop, but did not live to realize his dreams.

Diversified Businesses

Created / Saved



New – E-Books was by far the most successful business launched; all the employees including the manager are former GATE participants. At the peak of the program, there were 8 participants employed, 4 pre-scanners, 3 shipper/receivers and the manager. Goodwill used the donated books to their stores to build an on line business, using a special software that was purchased especially for the purpose, to assist in grading and setting the price accordingly. The books are posted and sold through on line companies such as Amazon and E-Bay



New – Revolutionized Fitness was started by Jason Larimore a participant. He is a certified personal trainer, the program paid for his certification and he launched his business on August 10, 2010 with a two day fitness camp in Belle Glade. He has secured several contracts in the Glades teaching groups and individuals. He is also working with both high schools to teach student athletes how to prevent injuries.

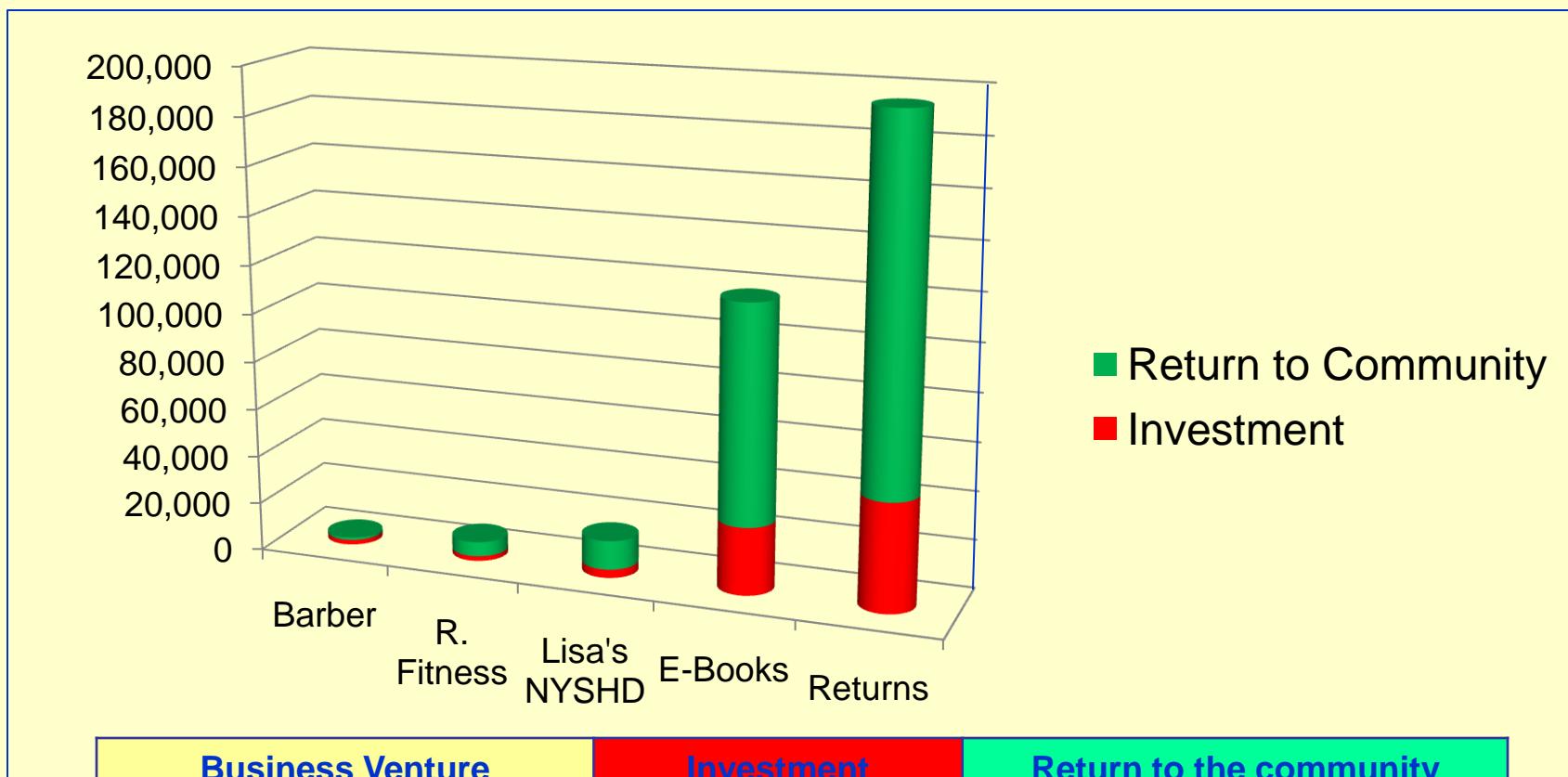


New – Barber: The program paid for Adrian Brown to be trained as a Barber. He was to start up his own business. He participated in the August back to school event in the Glades, giving free haircuts. Unfortunately, he was shot and killed in a hold up. He was a promising young man with high hopes of owning his own barber shop, but did not live to realize his dreams.



Saved – Lisa's New York Style Hot Dog: The program restored a hot dog business, after the owner, who was a participant referred by Community Action, ask for help, because all her vendor license and insurance had expired due to prolonged illness. The program paid for her licenses for a year. She was happy to be back in business, and has employed her youngest daughter part time to help when she has to cater at large events.

Diversified Businesses Created / Saved

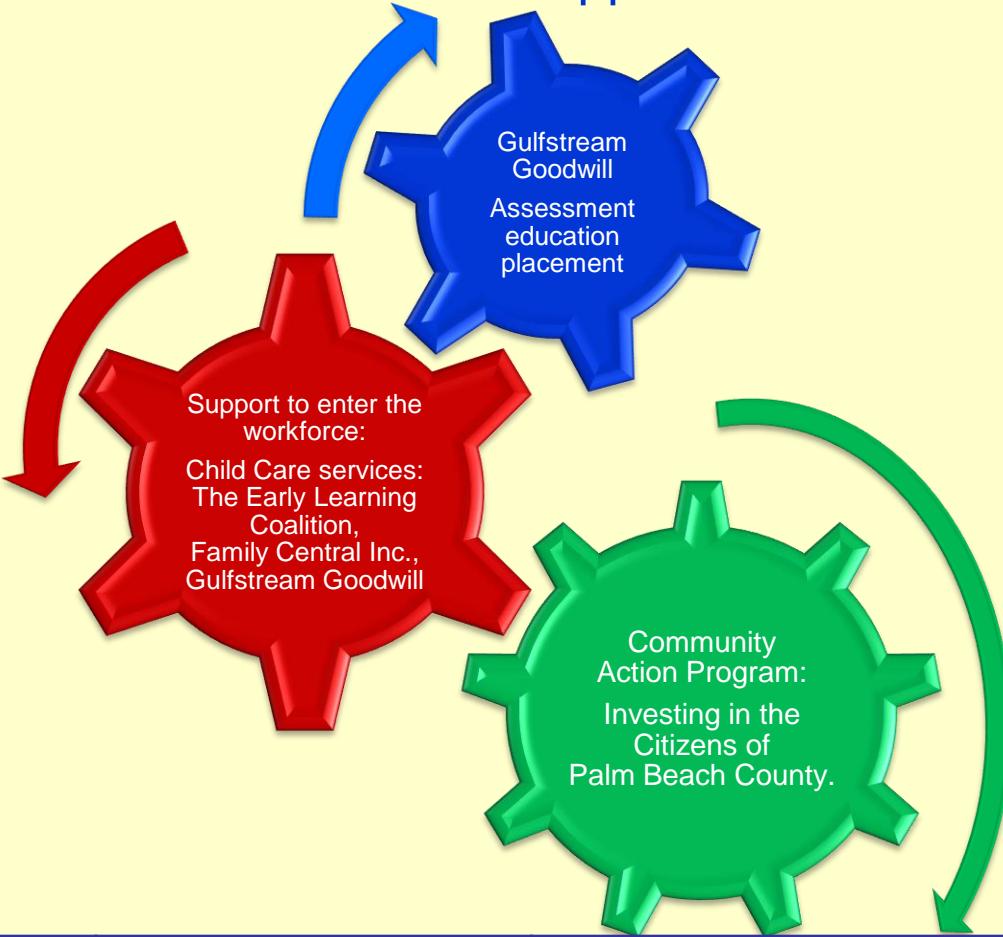


Business Venture	Investment	Return to the community
E-Books	\$27,979	(Aug) \$14,959.19
Lisa's NYSHD (New York Style Hot Dogs)	1,199	Personal ownership, service and returns to the community
Personal Fitness	2,398	Free workshops for athletics on how not to get injured on the field
Barber school	2,366	Free hair cuts to children returning to school

Our Workplan – Objective called for the start of two(2) businesses. We were able to start three(3) businesses and save one. Our investment and immediate returns are shown above.

CSBG-ARRA

Childcare - Support Services



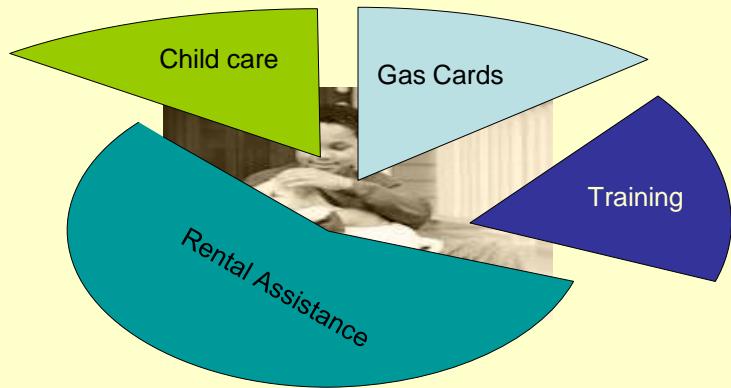
Whiz Kidz
Planet Kids III
Precious Promise Christian Academy
Benoist Farms Elem
Fannie Mae Tots
McKenzie, Georgia
McCray Alexandra
Dawson, Lawshawn
Kiddie Land Learning
Salvation Army N.W.
Providence Pre-Sch

Blutcher, Judy
Kings Kids Early Ln
The duo center,
Small World Presch
Home Away From Home
Apostolic Child Dev
Jones Beautiful Beginning
Stepping Stones Learning Ctr
Howard Felicia
Kindercare Learning

Child Care Resources	Providers	Providers	Providers
Gulfstream Goodwill, Inc.	Tiny Tikes Academy	Treehouse Learning Center	Tyson's Tiny Tots
The Early Learning Coalition	Lil Kings & Queens Academy	Planet Kids Learning Center	Thelma B Pittman
Family Central	YMCA of Boca Raton	Kids R Kids Learning Ctr	Bentleys
	Kendrick, Claty	Luma, Patricia	Kidworks Academy
	Academy for little people WPB	Teddy Bear Day Care, inc	Foster, Carletah
	Academy of little Learners	Achievement Centers	Kidworks Academy

Removing Barriers

Removing barriers to job creation and retention

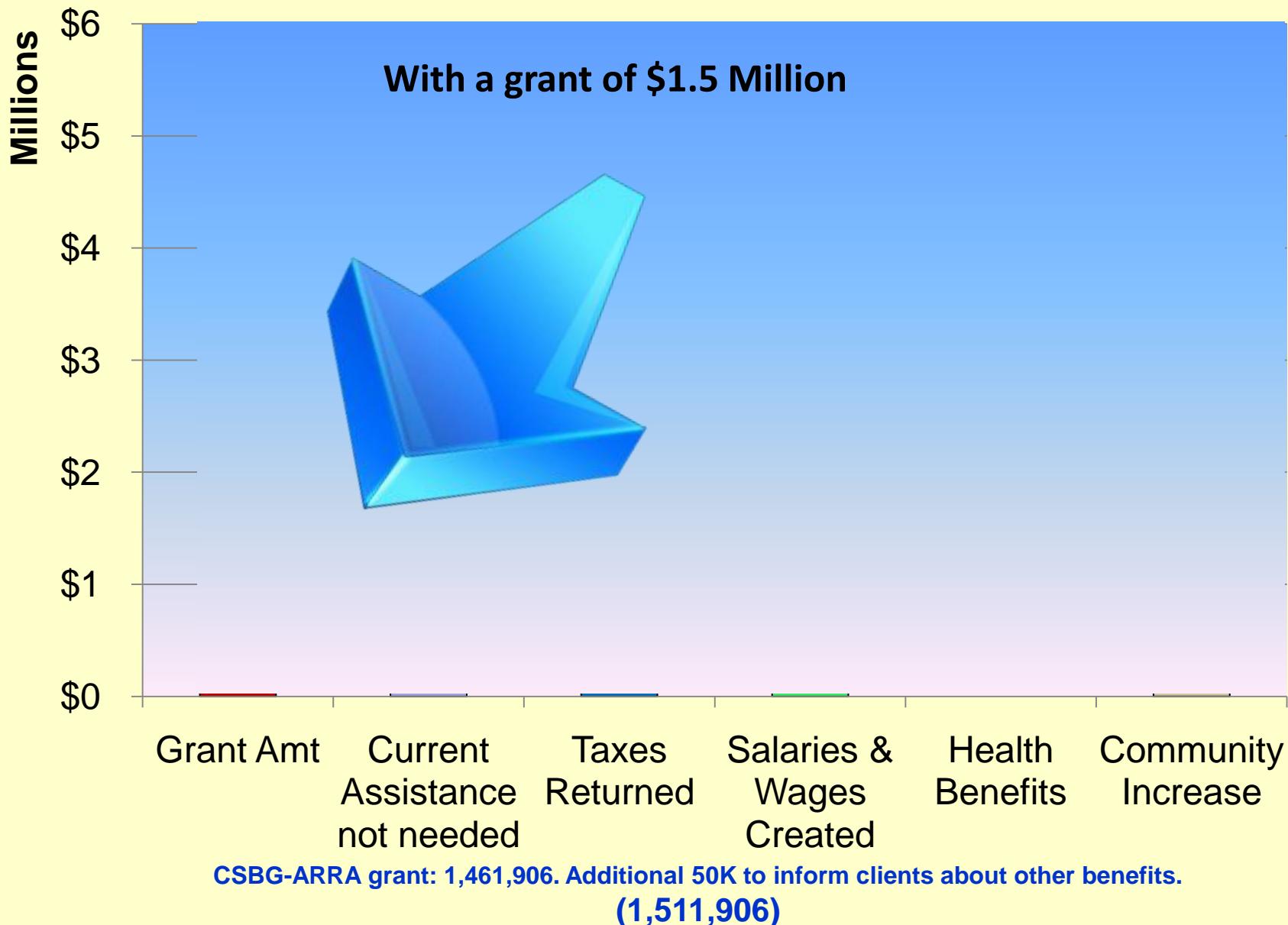


Services include:

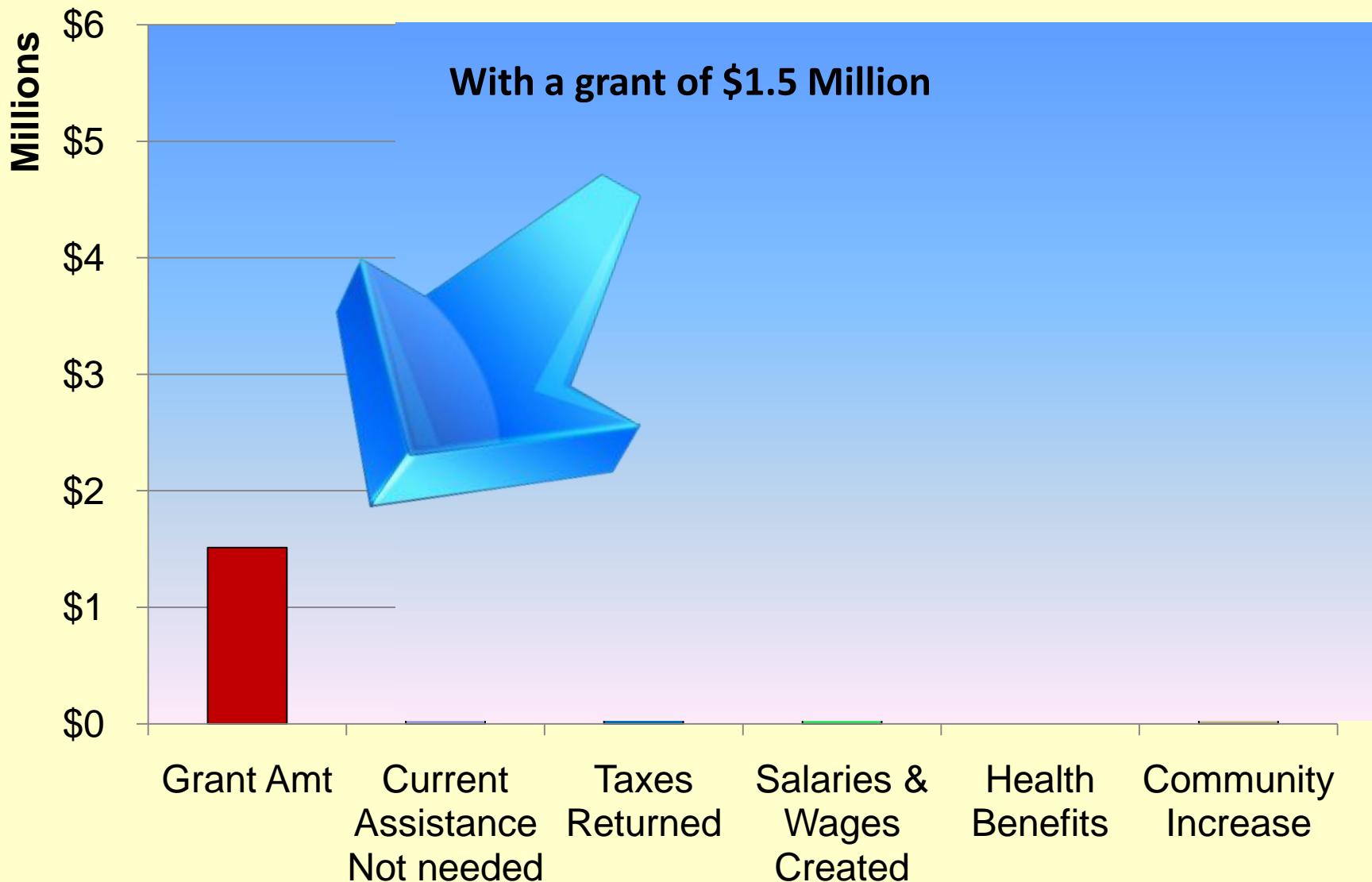
Assist individuals through a variety of services

Training
On the Job Training
Childcare
Bus Passes
Gas Cards
Rental Assistance
Clothing

ARRA-CSBG Grant

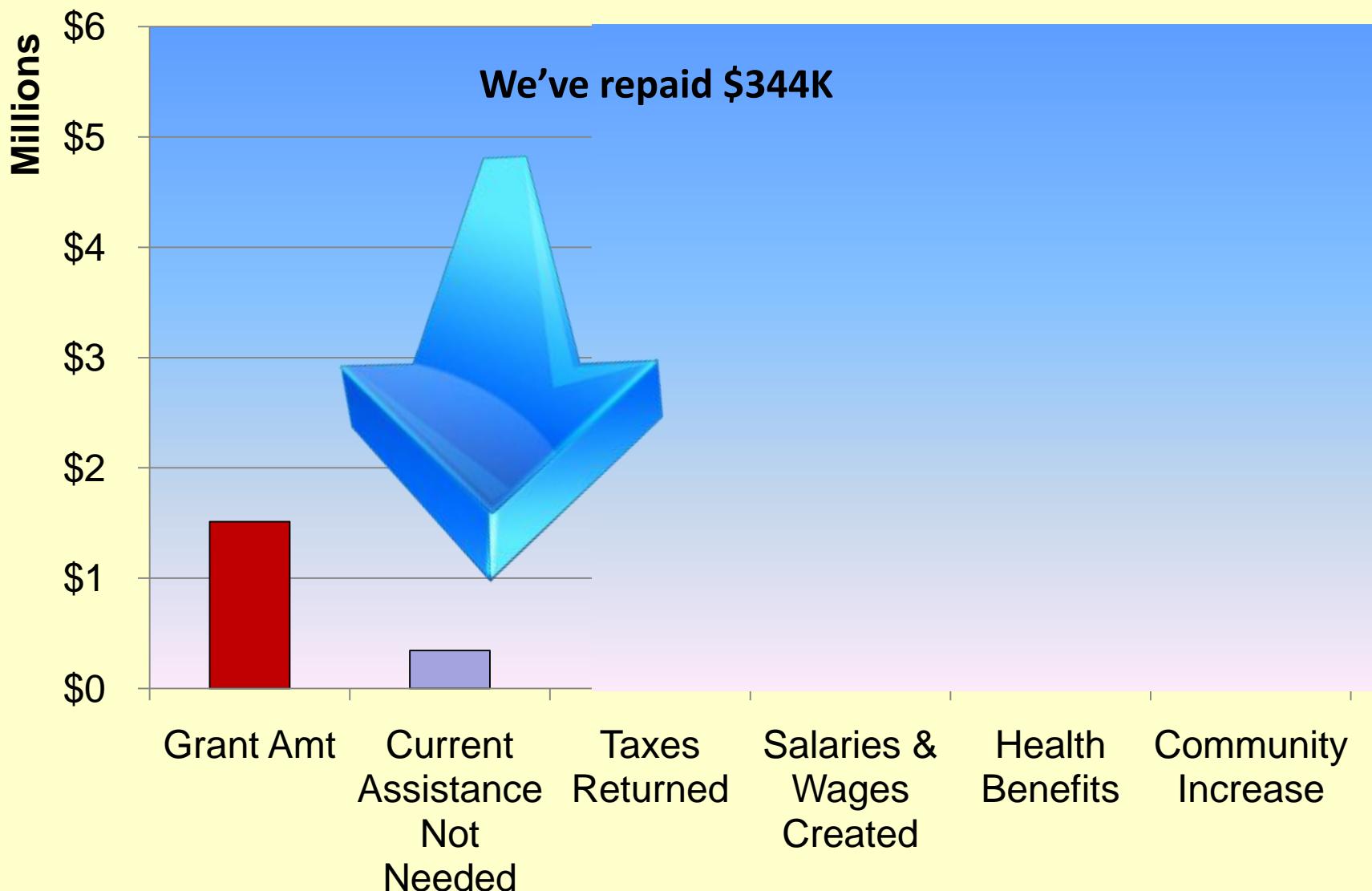


ARRA-CSBG Grant



CSBG-ARRA grant from Department of Community Affairs, Tallahassee.

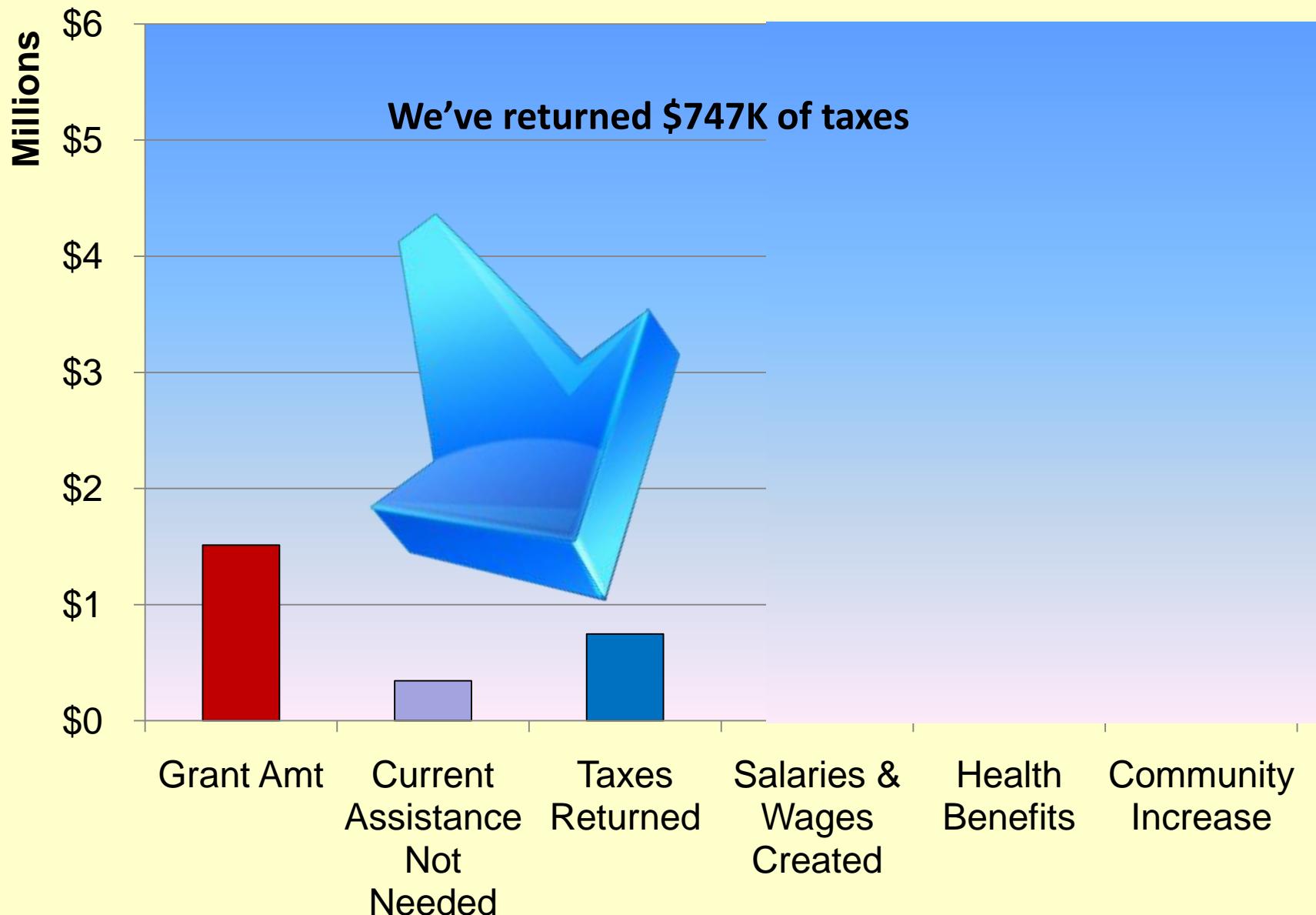
ARRA-CSBG Grant



Assistance no longer needed from the community

Based upon 254 Jobs created/saved
for citizens of Palm Beach County

ARRA-CSBG Grant



Taxes paid as a result of receiving a job

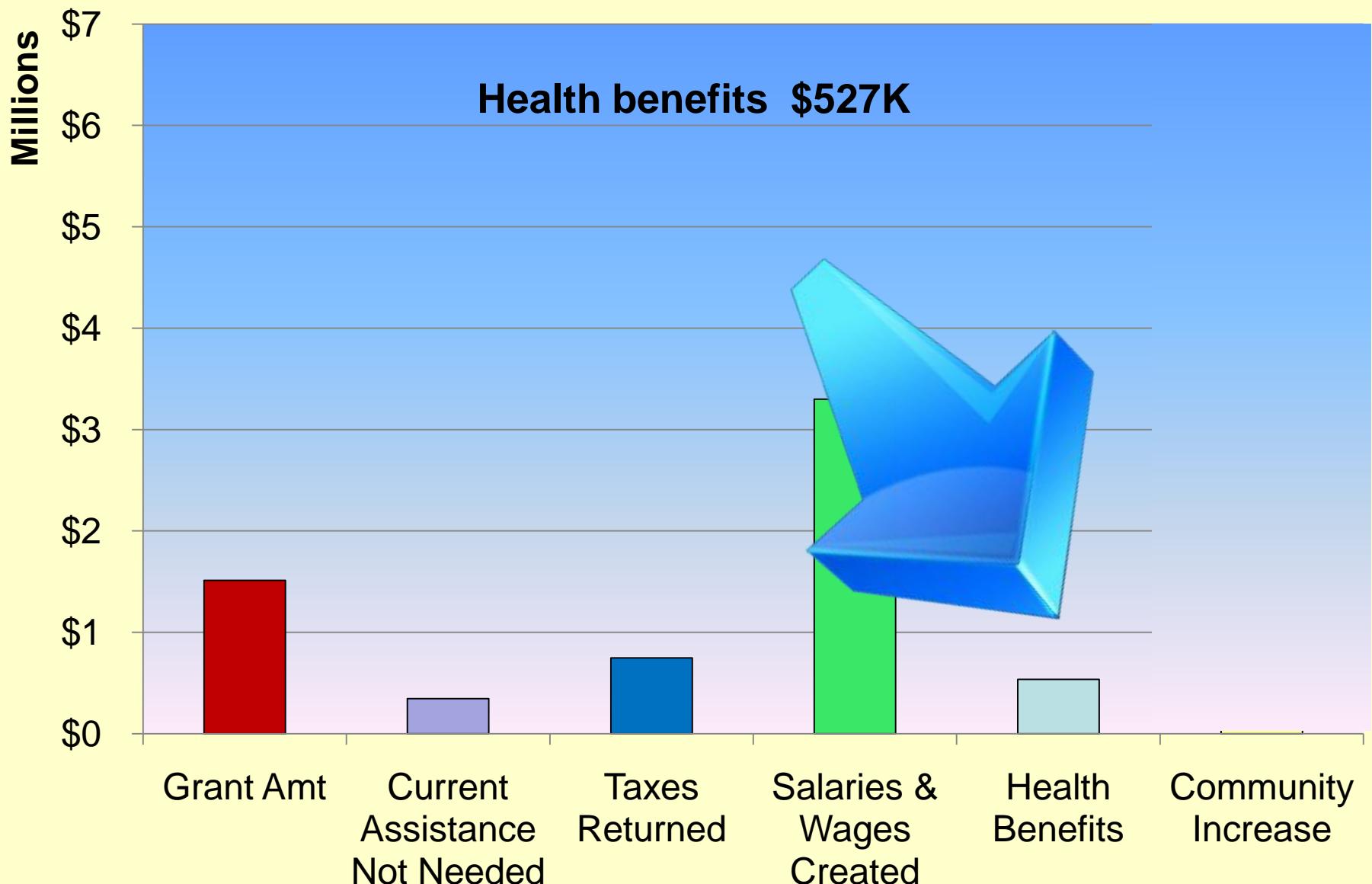
Based upon 254 Jobs created/saved
for citizens of Palm Beach County

ARRA-CSBG Grant



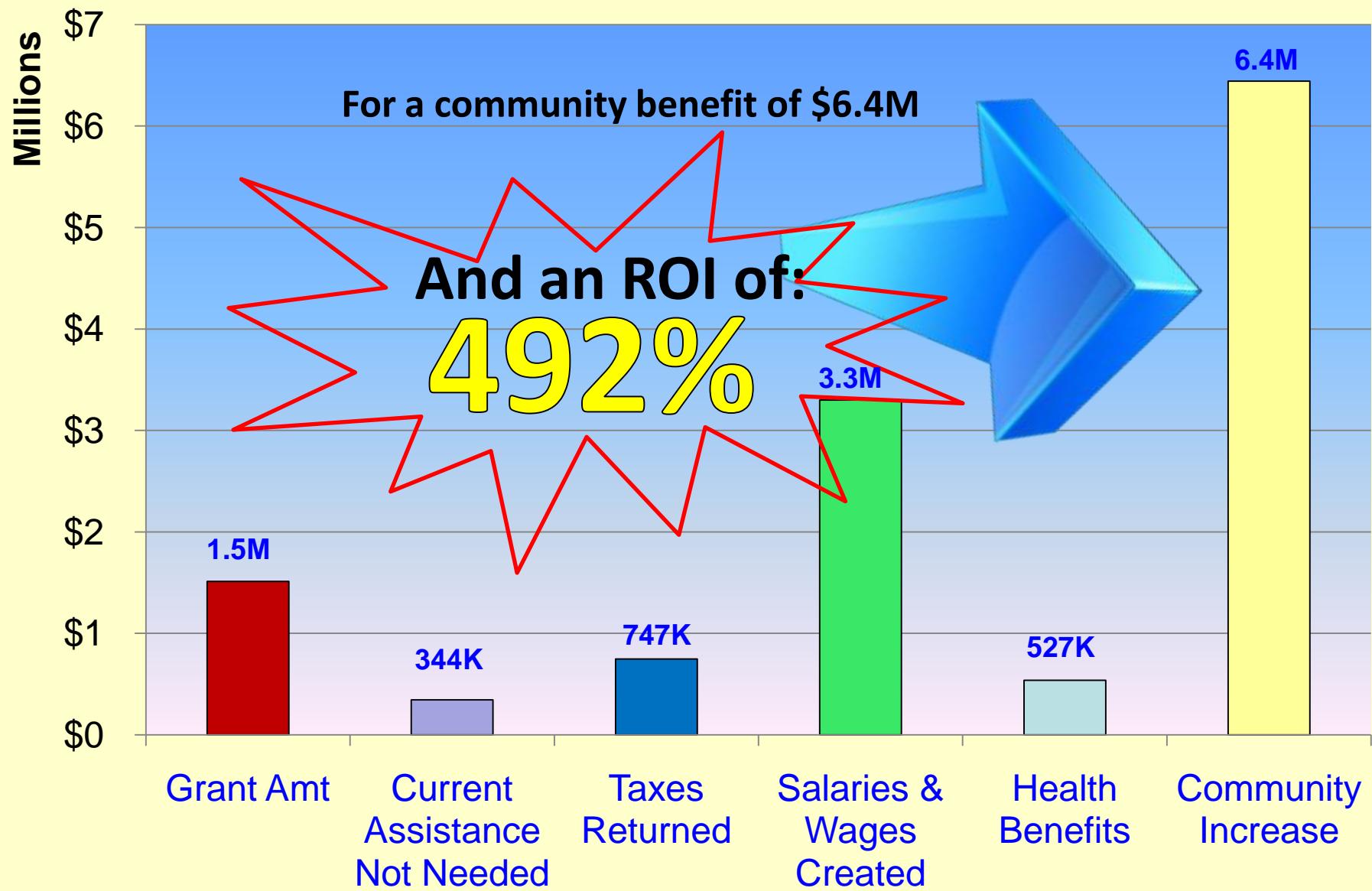
\$3.3M in wages created to go back into the community.

ARRA-CSBG Grant



Health benefits bases on
126 clients @ 355.00 each x 1 year

ARRA-CSBG Grant



Return On Investment within the first year.

Based upon 254 Jobs created/saved
for citizens of Palm Beach County

Benefits Enrollment Activities

1) Brief description of each project or initiative including:

a. What was done, how and by whom?

All staff in the GATE (Goodwill's Achievement Through Employment) Program were trained and certified as ACCESS Community Partners in order to provide benefits information and enrollment. They contacted program participants and informed them of available benefits and enrolled people as appropriate. In addition we printed ACCESS benefits fliers (copies attached) in order to inform the public about benefits information.



b. If there were subcontractors or other partners, name them and describe their participation. We partnered with C.R.O.S. Ministries. They had staff with ACCESS certification in Riviera Beach, Delray Beach and in the Glades who could provide outreach, bilingual services and benefits education and enrollment.

2) Goals of the project or initiative:

a. What was the goal(s) of this project or initiative? Train staff in how to utilize the Florida ACCESS system. Expand our website connection to Florida ACCESS by having it installed on staff computers. Provide outreach through personal contact, manned stations at the Future Careers Expo and printed materials to inform persons of available benefits.

Enroll eligible persons for appropriate benefits.

b. How does the goal(s) of this project tie to the six national goals of CSBG?

By making sure that persons were enrolled for benefits that they are eligible for, low income people become more self-sufficient, their living conditions are improved and their families are strengthened. By working together with the Florida ACCESS system and C.R.O.S. Ministries a new partnership was formed which increased our capacity to achieve results.

c. How did these goals meet the intent of this funding to identify and enroll eligible individuals and families in Federal, State and local benefit programs?

All of the goals were developed to meet this intent.

Benefits Enrollment Activities

3) Outcomes

a. What were the outcomes of the project or initiative?

212 GATE program participants were contacted to discuss available benefit programs.

All GATE staff became certified as Florida ACCESS Community partners.

318 persons were enrolled for benefits.

4000 fliers and brochures were printed to inform persons of benefits programs.

b. How were the outcomes measured and reported in the CSBG-ARRA IS Survey?

Persons served were tracked. (list of names attached)

c. How many people and households were assisted with benefits enrollment?

318 persons

d. Optional – If the information is available, what was the monetary results of the project or initiative.

How much money do you project the participants will receive in the next year based on their enrollment?

Based on \$250 (average food stamp benefit per month in the state of Florida) X 12 months X 318 persons the estimate of benefits received would be \$954,000 in one year.

Benefits



Enrolled in Program	Average Benefits
318	\$250 Per month

Total Benefits for 1 year

\$954,000

Benefits Enrollment Activities

Fiscal Reporting

1) For the purpose of this supplemental report, please state how much was allocated to your agency for Benefits Enrollment, how much was expended, and the balance. Any funds allocated for this project, that were not expended by September 30, 2010, must be returned to DCA with your CSBG-ARRA closeout.

\$42,500 was allotted to the sub grantee and \$7,500 to the grantee for administrative expenses. All funds were expended.

2) Provide a detail accounting of how the funds were expended. Include the amount and a clear description of the items or services purchased. If funds were provided to a subcontractor or vendor, provide details of their expenditures as well. Clearly identify what was purchased. For example, the description – Provided assistance to customers in applying for Food Stamps – does not clearly state what was purchased. Did you pay an intake worker's salary to help the person complete an on-line application? Pay for a computer dedicated to on-line applications?

\$26,795 was spent for GATE staff salaries and their fringe benefits.

\$12,765 was paid to the sub contractor C.R.O.S. Ministries for their expenses. (Detailed invoice attached).

\$2,940 was spent for 4000 ACCESS brochures and fliers (Invoice attached).

Benefits Enrollment Grant and Expenditures

Grant	\$50,000
Grantee - Admin	7,500
Sub-grantee staff	26,795
C.R.O.S. Partner	12,765
Materials- ACCESS	2,940

3) If salaries were paid, give the job title, hours worked on the project and hourly rate plus any benefits that apply.

GATE staff (Director @ \$21.63/hr., 3 Employment Consultants @ \$13.95/hr., 2 Case Manager Liaisons @ \$13.26/hr., 2 Trainers @ \$15.38 & \$16.83/hr., and Administrative Assistant @ \$10/hr.) devoted half of their time (20 hours per week) towards this project during August and September.

(P & L with wages and benefits is attached).

4) If any equipment or other durable goods with a life expectancy beyond September 30, 2010, were purchased with these funds, account for how these items will be used to continue the intent of the funding by the CSBG entity. NA

Future Careers Expo

Investing in the future

VISION

A **Quest for Quality** Strategies that challenges citizens towards world-class performance in a rapidly changing environment.



Objectives

Provide quality products and services while maximizing the CSBG-ARRA funds

Challenge citizens toward their full personal and professional potential

Develop a simple feedback loop to share successes

Follow-Up

Use surveys to collect and share “best practices” and highlight successes.

Quest for Quality Strategies

Redefine Customer Needs

Provide training, technical assistance, support services Expo- Opportunity to see the future

Eliminate Defects

Look for ways to assess and fix any process defects – duplication of products and services and provide a seamless system of services to maximize funds.

Cycle Time Reduction

Reduce the time from initiation to resolution of an event.

Increase Community Partners Participation

Ensure all partners are involved in the solution perfecting things

Supportive Measurements

Access to a diversity of services and remove barriers to job training, retain or create jobs.

Areas of Focus

Leadership Development
Citizens investing in their future

Shared Knowledge Across the community

Successful Planning

Quest for Quality Strategies
ensures world-class performance

Response to OIG Investigation Number 2013-004

The findings of this report center completely around the fact that "James Rosser" (this is how he is referenced in the report) and I are friends and fraternity members. The implied accusation is that James Rosser received this contract, through Modern Day Miracle a non-profit corporation, only because of our relationship and benefited from the contract. Therefore, I violated Section 7.02 (d) (32) of the Palm Beach County Merit System Rules and Regulations which is Conduct unbecoming a public employee. Such conduct includes actions which reflect unfavorably on the County, its employees or its citizens. Additionally, it is implied that the use of the emergency purchase procurement process was not justified and violated Section H(4) of CW-L-008 of the Palm Beach County Policy and Procedure Memorandum.

OIG: Emergency Purchase contract.

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Response:

The fact that the contract was not entered into until July 27, 2010 for an event to be conducted on August 19, 2010, that has all of the pre-e vent demands outlined in the scope of work is a clear indication of the need for an emergency procurement.

The County process for getting Board of County Commissioner (BOCC) approval is usually a six week timeframe from submission to County adminsitration to being on the next scheduled BOCC meeting. This would mean the next reasonable date for BOCC approval would have been the 9/14/2010 Board meeting. As noted in your report the grant ended 9/30/2010 leaving no possible option to complete the process and expect to have delivery of the contract or the attain the goals of the job fair/expo for the ARRA grant. As noted in the ARRA report (attachment A) the

grant was \$1,461,906.00 with a modification of \$50,000 for a total of \$1,511,906. The jobs created or saved by this grant totalled 254 with a one year Return on Investment of 492%.

I make note of this because the \$50,000 dollars came from our partner agencies in Broward and Miami Dade who specifically supplemented this contract and participated in the Expo /Job Fair. This event/contract while representing less than 8% of the grant represented over 25% of the results.

While this accounts for the factual dates, the report alludes to dates I mentioned in March 2010 and April 2010 as possible dates that this could have been ready for packaging to the BOCC. The statement that "I was reminded that I told the PCU we had discussions in March 2010", like all of my statements was made in interview(s) where I needed to try and recall dates and timeframes from over 2 years prior without prior knowledge of the information needed or access to my computer, therefore I gave my best recollection with no intention to misrepresent. In preparing this response I have access to the aforementioned information and the following timeframe best outlines the process prior to going to purchasing for the emergency purchase.

The first email referencing preliminary discussions of this event is dated April 13, 2010 (Attachment B). In that email dates of April 26-28 are mentioned as the first time for the three Counties to get together to discuss the possibility of a joint venture. My calendar indicates the meeting took place on April 27 and I followed up with an email giving the other Counties a copy of the UAV introduction RCUAV introduction (Attachments C & D respectively). This email also indicates that we would meet at a conference in May 2010 to vet the possibilities. It also indicates that we could get them in late July or early August, this is because in order to see the results of this type event, any later timeframe would not provide sufficient time for the results to be included in our grant or theirs. The conference referenced was May 11-13, 2010 with the CSBG grantees. On May 14, 2010, I sent an email to our funding agency (Attachment E) with a copy of UAV introduction (Attachment C) and mentioned we were getting preliminary numbers and continuing discussions with the other South Florida Counties. My calendar indicates we next met in June on the 17th and 24th with the other Counties to decide whether to move forward. The 6/24 meeting would have been the first possible

date we agreed to move forward. Had we had everything ready to submit that day we might have made the 8/17 BCC meeting. However, since the budget document (Attachment F) was not created until 6/25 and the contract and scope of work thereafter there was clearly no time for the usual process. I, therefore, indicated to Purchasing that there was not enough time to go to BOCC for contracting. As a side note, Mr. Rosser does not own MDM, he is the founder. This is a non-profit organization not a business as implied by ownership.

Additionally, you were provided the scope of work (Attachments G &H) which indicate pre event planning setup and travel for multiple days. There is significantly more to this scope but I will save that for after the release.

OIG: Questioned why Mr. Rosser was the only one spoken to about showcasing telemedicine and drone technology.

Mr. Rosser as you choose to refer to him, the intent of using that as his descriptor is transparent and intended, like saying he owns MDM, to misrepresent him as just some friend and fraternity member and not the highly accomplished professional that was/is worthy of receiving a contract. Below is the current bio for DR. Rosser listed on the below links:

<http://www.celebrationsurgeons.com/services-and-specialties>

<http://www.celebrationsurgeons.com/medical-team/physicians/james-rosser>

James C. “Butch” Rosser, Jr. MD FACS is proud to join the Celebration Hospital family and the practice of Jay Redan, MD FACS. Dr. Rosser is a general surgeon specializing in minimally invasive (laparoscopic) procedures. He has been a recognized national and international leader in minimally invasive surgery for over 20 years. Dr. Rosser has given more than 350 invited lectures around the world, written over 50 peer reviewed articles, more than 16 chapters in books currently in print, and 11 digital books. He is past president of the Society of Laparoendoscopic Surgeons and holds two patents and several products and appliances have been developed to his credit. For his efforts, Dr. Rosser has received numerous recognitions and awards, including keys to many cities,

citations by several state legislatures, three Smithsonian awards for technical achievements in medicine, NAACP Living Legend Award in Medicine, National Mentoring Award, The SAGES Gerald Marks Life Time Achievement Award and Society of Laparoendoscopic Surgeons' EXCEL award and many others. In addition, he has held academic appointments at Yale University School of Medicine, and the Albert Einstein College of Medicine. Dr. Rosser comes to Celebration from Morehouse School of Medicine, where he was a Professor of Surgery in the Department of Surgery.

Dr. Rosser has accomplished extensive professional success, however, he is most proud of his social and humanitarian contributions around the world outside of medicine. He is director of the non-profit organization called Modern Day Miracles and is no stranger to the Orlando community, having worked extensively with the Orlando Science Center and schools in and around the Orlando area. Over the last six years, Dr. Rosser has appeared on several local radio and television programs pushing the transformation of the current education system. He has been a leader in what he calls a Digital Learning Revolution to harness the collateral learning assets of pop culture and video games to teach children and train our workforce more effectively. He is the author of the recently released book entitled, Playin' to Win: A Surgeon, Scientist and Parent Examines the Upside of Video Games that chronicles the details of this premise. Dr. Rosser hopes not to be just a medical asset to the community but a good citizen as well.

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government and the War on Terror in all aspects of UAS technology including fabrication, integration, engineering and rapid prototyping.

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With a background in mechanical engineering and a B.A. in Business Administration from American Intercontinental University, Steptoe has over 20 years experience as a leader in UAS CONOPS development.

<http://www.neanyinc.com/about-founders-profile>

<http://www.uasvision.com/2011/11/18/neany-inc-ranked-third-us-prime-contractor>

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Randy Pearcy, 46, has spent the last 21 years teaching in collegiate aviation, 14 years as an Assistant Professor at Delta State University and the last 7 years as Chairman of the Aviation Department at Hinds Community College. An alumnus of Delta State, Randy received a Bachelor of Commercial Aviation and a Master of Business Administration while there. He has logged over 5000 hours of flight time as a flight instructor and corporate pilot since beginning his flight training in 1984. He lives in Ridgeland, MS, with his wife of 24 years, Wanda, and their two teenage daughters, Sarah and Mary Beth.

Dr. Elizabeth (Libby) Mahaffey is Dean, Nursing and Allied Health, at Hinds Community College in Jackson, Mississippi. Dr. Mahaffey has administrative

responsibility for two nursing programs and nine allied health programs, and for the operation of the Jackson Campus – Nursing/Allied Health Center. Libby has worked at Hinds for 28 years, teaching for 22 years in the Associate Degree Nursing program, immediately prior to her current administrative position. Dr. Mahaffey received a Bachelor of Science in Nursing from Mississippi College, a Master of Science in Psychiatric-Mental Health Nursing with a Cross-Cultural Emphasis and Teaching Role from the University of Southern Mississippi, and a Doctor of Philosophy in Adult Education from the University of Southern Mississippi.

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Dr. Virginia Cook Tickels NASA's Marshall Space Flight Center, Lt. Col Leonard Boothe, Khao Cates and others. I will address why I also included the some team later.

This highly accomplished MDM assembled team, mostly African American , hopefully not the reason for your discounting Dr. Rosser's or any of their credentials in your review of their relevance for getting the professional services contract, was only part of the reason, as you called it, a cursory search was done to support my opinion that there was not another assembled group knowledgeable in telemedicine and drone technology was available. Not only was this a highly accomplished team but the materials and information provided for the event was cutting edge and supplied by some of the team to the partnership. Several of their backgrounds with the military and NEANY allowed them access and the ability to deliver (which they did) military drones in 2010. Dr. Rosser though not mentioned in the short bio above was also a military research Doctor. He was performing remote tele-surgery over 10 years ago. Additionally, as you can see from the budget (Attachment I) most of these professionals received nominal or no compensation for their time and effort. Dr. Rosser and his assembled team could have been performing surgery or their engaging in their respective careers as opposed to donating their time through MDM to support the work of securing new employment opportunities for PBC low income clients of Community Services. Most of these professionals spent close to two weeks away from their careers to implement this project under MDM. As Mr. Van Arnam opined that if Mr. Wilkins relationship with MDM was of a business nature and he was familiar with their work than Mr. Wilkins selection may have been relevant. I was familiar since my initial contact was in a professional capacity with Dr. Rosser. We only became friends later. Less than 5 years ago. It was during conversations that I learned of our mutual membership. It is/was my professional knowledge of MDM and DR. Rosser that guided my decision not my personal relationship. I have many friends and countless fraternity members, it should be clear why Dr. Rosser and his team were chosen for this event. . MDM uses these highly successful professionals to "give back" to communities in need.

At the crux of the matter was also my contention that there was no other entity that was available and able to provide this type of training and information. During this entire process no additional organizations or names have ever been identified as being capable of having providing the scope of work.

I will reserve my additional comments for after release. This is my revised response to be included if I do not submit additional information by April 15,2013.

Channell Wilkins

Response to OIG Investigation Number 2013-004

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being capable of having providing the scope of work. If at anytime I did not feel this was a unique project with no other entity prepared to deliver to service it would not have taken place.

I will reserve my additional comments for after release.

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