

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

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Meeting Date: June 11, 2024 Consent Regular
 Ordinance Public Hearing

Department
Submitted By: **Community Services**
Submitted For: **Division of Senior and Veteran Services (DSVS)**
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I. EXECUTIVE BRIEF

Motion and Title: **Staff recommends motion to:**


A) receive and file Amendment 004 to Standard Agreement No. IZ023-9500 (R2023-1279) for Alzheimer's Disease Initiative (ADI) with Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), to amend, revise, and replace portions of the standard agreement and increase the overall total funding by \$50,000 in an amount not-to-exceed \$2,415,100 for the period July 1, 2023 to June 30, 2024, and


B) approve an upward Budget Amendment of \$50,000 in the Division of Senior and Veterans Services (DSVS) Administration Fund to align the budget with the amended grant award.

Summary: Amendment 004 to Standard Agreement No. IZ023-9500 (R2023-1279) for ADI with AAA was received on April 23, 2024. ADI allows DSVS to provide services to assist seniors afflicted with Alzheimer's disease and dementia to help them remain in their homes and to provide respite for caregivers. For the grant year (GY) July 1, 2022 to June 30, 2023 ADI served 144 seniors with a memory impairment. For the current GY starting July 1, 2023, ADI has served 117 clients so far. The upward budget amendment is necessary to align the County budget with the actual grant award. On March 12, 2013 (R2013-0242), the Board of County Commissioners (BCC) granted signature authority to the County Administrator, or designee, to execute grant agreements and amendments thereto, and all other necessary documents related to the AAA. **No County match is required.** (DSVS) Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (HH)

Background and Justification: ADI provides services to meet the changing needs of seniors and families living with Alzheimer's disease and similar memory disorders. ADI respite care is available for caregivers of seniors who have been diagnosed as having probable Alzheimer's disease or other related memory disorders where mental changes appear and interfere with the activities of daily living. ADI respite services include in-home services and adult day care, for caregivers who serve patients with memory disorders. Grant adjustments are made during the contract year to align resources with need.

- Attachments:**
1. Amendment 004 to Standard Agreement No. IZ023-9500
2. Budget Amendment

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Recommended By:  5/29/2024
 Department Director Date

Approved By:  6/6/24
 Assistant County Administrator Date
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II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures					
Operating Costs	50,000				
External Revenue	(50,000)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				


No. ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes No
 Does this item include the use of federal funds? Yes No
 Does this item include the use of state funds? Yes No

Budget Account No.:
 Fund 1006 Dept. 144 Unit 1472 Object Var. Program Code Var. Program Period Var.

A. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding sources are State of Florida funds. No additional County funds are required.

Total Funding	1472
Funds	ADI
Grant	50,000
Match (10%)	0
NSIP	0
Program Income	0
Addnl. County Funds	0
Total	50,000

DocuSigned by:

 Julie Dove, Director, Financial & Support Services


C. Departmental Fiscal Review:

III. REVIEW COMMENTS

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

ASB/DOR 5/17/24 OFMB G.P. 5/15 Edw 5-16-24 #AF 5/16	Frank Gratch 5/30/24 Contract Development and Control MK 5/30/24
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B. Legal Sufficiency:


 for H. H. 6/4/24
 Senior Assistant County Attorney

C. Other Department Review:

 Department Director

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

RESOLUTION NO. R-2013-0242

RESOLUTION AMENDING RESOLUTION NO. 2010-1942 OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR HIS DESIGNEE, SIGNATORY AUTHORITY ON INDIVIDUAL AMENDMENTS AND ANY OTHER NECESSARY DOCUMENTS RELATED TO AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC. (AAA) AND DEPARTMENT OF ELDER AFFAIRS (DOEA) GRANT AGREEMENTS/CONTRACTS FOR NOT MORE THAN TEN PERCENT (10%) OF THE GRANT AWARD OR \$150,000, WHICHEVER IS GREATER.

WHEREAS, Palm Beach County has been notified that the Division of Senior Services is a Lead Agency which will receive Federal and State funds through Area Agency on Aging of Palm Beach/Treasure Coast, Inc.; and

WHEREAS, since streamlining of the agenda process has increased the length of time between Board meetings and it is imperative that individual amendments and any other necessary documents be executed with the greatest dispatch; and

WHEREAS, Palm Beach County has adopted an optional Home Rule Charter pursuant to Section 1(g) of Article VIII of the Florida State Constitution and Chapter 125 of the Florida Statutes; and

WHEREAS, Section 125.85, Florida Statutes, authorizes the delegation of any powers and duties not set forth therein by resolution or ordinance of the Board of County Commissioners; and

WHEREAS, the delegation of signing authority to the County Administrator, or his designee, on individual amendments and any other necessary documents related to AAA and DOEA grant agreements/contracts for not more than ten percent (10%) of the grant award or \$150,000, whichever is greater, would facilitate timely spending of grant funds which must be spent within a program year; and

WHEREAS, the agenda process is at times, not conducive to allowing documents to be executed with the greatest dispatch; and

WHEREAS, the delegation of signature authority to the County Administrator, or his designee, on individual amendments and any other necessary documents related to AAA and DOEA grant agreements/contracts would also allow for reallocation of funding in a more expeditious manner and would eliminate delays caused by such items to be brought before the Board of County Commissioners and would therefore be consistent with the goal of the grantee to expend funds in compliance with grant requirements; and

WHEREAS, Countywide PPM#CW-O-051 establishes procedures and policies regarding delegated authority for execution of County contracts, agreements, and grants.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY

3. This delegation of signature authority is strictly limited to the parameters set forth herein above so that the execution of the aforementioned document by the County Administrator constitutes a ministerial act on his part in accordance with PPM #CW-O-051.

The foregoing resolution was offered by Commissioner Berger who moved its adoption. The motion was seconded by Commissioner Taylor and upon being put to a vote, the vote was as follows:

Commissioner Steven L. Abrams, Mayor	<u>Aye</u>
Commissioner Priscilla A. Taylor, Vice Mayor	<u>Aye</u>
Commissioner Hal R. Valeche	<u>Aye</u>
Commissioner Paulette Burdick	<u>Aye</u>
Commissioner Shelley Vana	<u>Aye</u>
Commissioner Mary Lou Berger	<u>Aye</u>
Commissioner Jess R. Santamaria	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 12th day of March, 2013.

**APPROVED AS TO FORM
LEGAL SUFFICIENCY**

**PALM BEACH COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

Sharon R. Bock, Clerk & Comptroller
Palm Beach County

By: [Signature]
County Attorney

By: [Signature]
Deputy Clerk



**APPROVED AS TO TERMS
AND CONDITIONS**

BY: [Signature]
DEPARTMENT HEAD

This AMENDMENT, entered into by the Area Agency on Aging of Palm Beach/Treasure Coast, Inc., hereinafter referred to as the "Agency", and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as the "Provider" and collectively referred to as the "Parties," amends Agreement IZ023-9500.

The purpose of this amendment is to increase the overall total funding for the period July 1, 2023 through June 30, 2024 by \$50,000.00.

Additionally, this amendment (1) amends Paragraph 4, of the Standard Agreement; (2) revises and replaces Attachment II Exhibit 2 of the Standard Agreement; and (3) revises and replaces Attachment X of the Standard Agreement.

STANDARD AGREEMENT:

(1) Paragraph 4 of the Standard Agreement is hereby amended to read:

4. Agreement Amount:

The Agency agrees to pay for contracted services according to the terms and conditions of this Agreement in an amount not to exceed the Total Agreement Amount outlined below or the rate schedule, with expenditures to be based upon an approved annual budget, subject to adjustment in accordance with Attachment X and subject to the availability of funds. Any costs or services paid for under any other contract or agreement or from any source are not eligible for payment under this Agreement.

These funds are allocated for the period July 1, 2023 – June 30, 2024.

Funding Allocation				
Program Title	Year	Funding Sources	CSFA	Amount
Alzheimer's Disease Initiative	2023	General Revenue	65.002- 65.004	\$2,415,100.00
TOTAL AGREEMENT AMOUNT:				\$2,415,100.00

AMENDMENT 004

IZ023-9500

(2) Attachment II, Exhibit 2, Funding Summary, of the Standard Agreement is hereby revised and replaced with the following Attachment II, Exhibit 2.

**ATTACHMENT II
EXHIBIT 2 FUNDING SUMMARY**

Note: Title 2 CFR, as revised, and Section 215.97, F.S. require that the information about Federal Programs and State Projects included in Attachment II, Exhibit 1 be provided to the recipient. Information contained herein is a prediction of funding sources and related amounts based on the contract budget.

1. FEDERAL RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

GRANT AWARD (FAIN#):		FEDERAL AWARD DATE:	
DUNS NUMBER:			
PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
TOTAL FEDERAL AWARD			

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

FEDERAL FUNDS:

2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2. STATE RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

MATCHING RESOURCES FOR FEDERAL PROGRAMS

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
TOTAL STATE AWARD			

STATE FINANCIAL ASSISTANCE SUBJECT TO Sec. 215.97, F.S.

PROGRAM TITLE	FUNDING SOURCE	CSFA	AMOUNT
Alzheimer's Disease Initiative	General Revenue	65.002-65.004	\$2,415,100.00
TOTAL AWARD			\$2,415,100.00

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

STATE FINANCIAL ASSISTANCE

Sections 215.97 & 215.971, F.S., Chapter 69I-5, F.A.C, State Projects Compliance Supplement

Reference Guide for State Expenditures

Other fiscal requirements set forth in program laws, rules, and regulations.

(3) Attachment X of the Standard Agreement, Annual Budget Summary. is hereby revised and replaced with the following Attachment X.

ATTACHMENT X

**ANNUAL BUDGET SUMMARY (2023 - 2024)
ALZHEIMER'S DISEASE INITIATIVE PROGRAM**

ADI Client Services	\$2,178,590.00
ADI Case Management	\$236,510.00
Total	\$2,415,100.00

This amendment is retroactive to April 1, 2024.

All provisions in the Agreement and any attachments thereto in conflict with this Amendment shall be and 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 Agreement.

This Amendment and all of its attachments are hereby made a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this 6 page Amendment to be executed by their officials there unto duly authorized.

Provider: Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners

AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC.

SIGNED BY: *Verdenia C. Baker*
Verdenia C. Baker, County Administrator

SIGNED BY: *Dwight Chernetz*

DATE: _____

ATTEST: JOSEPH ABRUZZO, Clerk and Comptroller

NAME: *Dwight Chernetz*

BY: _____

TITLE: *CEO*

DATE: _____

DATE: *5/10/2024*

Federal Tax ID: 59-6000785
Fiscal Year Ending Date: _____

Approved as to form and legal sufficiency

DocuSigned by:

Helene Hvizd

BF9DF20B2223410...

Senior Assistant County Attorney

Approved as to terms and conditions

DocuSigned by:

James E. Green

BF34EE22BEDE492

Department Director


Attestation Statement

Agreement Number IZ023-9500

Amendment Number 004

I, Verdenia C. Baker, County Administrator, attest that no changes or revisions have
(*Provider Representative*)

been made to the content of the above referenced amendment between the Area Agency on Aging and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners. The only exception to this statement would be for changes in page formatting, due to the differences in electronic data processing media, which has no effect on the agreement content.


Signature of Provider Representative

5/1/24
Date

Approved As to Form And
Legal Sufficiency
By: Helene Huizd
Senior Assistant County Attorney

DocuSigned by:
Helene Huizd
BE3DE20B2223413...

Attest: Joseph Abruzzo
Clerk of the Circuit Court & Comptroller
By: _____
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA

BUDGET AMENDMENT

BGEX - 144 - 042224*1249
BGRV - 144 - 042224*462

FUND (1006) - DOSS - Administration

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 5/1/2024	REMAINING BALANCE
REVENUE								
<u>Alzheimer'S Disease Initiative</u>								
144 1472 3469	State Grant Other Human Services	2,235,100	2,296,870	50,000		2,346,870		
Total Revenue		17,093,992	18,920,697	50,000	0	18,970,697		
EXPENDITURE								
<u>Alzheimer'S Disease Initiative</u>								
144 1472 3401	Other Contractual Services	2,059,484	2,121,254	50,000		2,171,254	1,159,709	1,011,545
Total Expenditures		17,093,992	18,920,697	50,000	0	18,970,697	9,035,748	9,934,949

COMMUNITY SERVICES
INITIATING DEPARTMENT/DIVISION James Green
Administration/Budget Department Approval
OFMB Department - Posted

Signatures	Date
<u>James M. [Signature]</u>	<u>5/16/24</u>
<u>[Signature]</u>	<u>5/17/24</u>

By Board of County Commissioners
At Meeting on June 11, 2024

Deputy Clerk to the
Board of County Commissioners