

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: October 22, 2024	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department
 Submitted By: Community Services
 Submitted For: Division of Senior and Veteran Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) **approve** Amendment #002 to Standard Agreement No. IA024-9500 (R2024-0283) for the Older Americans Act (OAA) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period retroactive to January 1, 2024 through December 31, 2024, to increase the overall total funding by \$330,000, in an amount not to exceed \$3,519,303, and address other administrative contract requirements; and
- B) **approve** an upward Budget Amendment of \$330,000 for FY 2024 in the Division of Senior and Veteran Services (DSVS) Administration Fund to align the budget to the actual grant award.

Summary: DSVS receives grant funding from AAA to meet the needs of older adults and family caregivers. OAA funds are used to provide in-home and community-based services to eligible seniors aged 60 and older, as well as their caregivers, helping preserve their independence and delay the need for institutionalization. **County matching funds of \$36,666 (10%) are required under OAA and have already been included in the budget.** In FY 2023, OAA served 2,169 clients and is currently serving 1,959 active clients. The number of seniors served depends on the grant amount and client needs. The upward budget amendment is necessary to align the County budget with the actual grant award. DSVS is responsible for providing services north of Hypoluxo Road, covering all Districts except Districts 2, 4, 5, and 7 south of Hypoluxo Rd. The Mae Volen Center, Inc. is responsible for providing services in the areas south of Hypoluxo Road. Countywide except for portions of Districts 2, 4, 5, and 7 south of Hypoluxo Rd. (HH)

Background and Justification: This agenda item allows DSVS to provide community-based services within an organized continuum of care, to help functionally impaired seniors live in the least restrictive yet most cost-effective environment suitable to meet their needs.

Attachments:

1. OAA Amendment 002 to Standard Agreement IA024-9500
2. Budget Amendment

Recommended By:  9/23/2024
 Department Director Date

Approved By:  10/15/24
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures					
Operating Costs	274,999				
External Revenue	(247,500)				
Program Income	0				
In-Kind Match (County)					
NET FISCAL IMPACT	27,499				

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

Budget Account No.:
 Fund 1006 Dept. 144 Unit 1457/1461 Object Var Program Code Var Program Period Var

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

Funding sources are Federal and Palm Beach County. No additional County funds are needed.

We anticipate \$91,667 Operating Cost, \$82,500 External Revenue and \$9,167 NET FISCAL IMPACT in FY24.

Total Funding	1457	1461	Total
Funds	3B	3E	Funds
Grant	200,000	130,000	330,000
Match (10%)	22,222	14,444	36,666
NSIP	0	0	0
Program Income	0	0	0
Addnl. County Funds	0	0	0
Total	222,222	144,444	366,666

Signed by: 

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

III. REVIEW COMMENTS

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

ASSUAL 9/27/24
 OFMB 9/25
9-25-24

Theresa Braddock 10/7/24
 Contract Development and Control

B. Legal Sufficiency: VS 9/27
Helene Colby 10-15-24
 County Attorney

C. Other Department Review:

 Department Director

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

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 "Parties" amends Agreement IA024-9500.

The purpose of this amendment is to increase the overall total funding for the period January 1, 2024 through December 31, 2024 by \$330,000.00. Additionally, this amendment (1) amends Paragraph 4, of the Standard Agreement; (2) adds Paragraph 8.2 to the Standard Agreement; (3) revises and replaces Attachment II, Exhibit 2, Funding Summary; (4) adds Attachment VII-A, Attestation of Compliance – Background Screening Program User, to the Standard Agreement; and (5) revises and replaces Attachment IX, Budget Summary.

(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 \$3,519,303.00 subject to the availability of funds. Any costs or services paid for under any other contract or agreement or from any other source are not eligible for payment under this Agreement.

(2) Paragraph 8.2 is hereby added to the Standard Agreement.

8.2 The Provider shall require each employee having access to the Clearinghouse program or the background screening information obtained from the program, to complete an executed Attestation of Compliance – Background Screening Program User form within sixty (60) days of execution of this Agreement for each background screening program user and annually thereafter, within forty-five (45) days of the Agreement anniversary date. The Provider shall retain copie(s) of the completed Attestation of Compliance-Background Screening Program User form(s).

(3) ATTACHMENT II – Exhibit 2, Funding Summary, of the Standard Agreement is hereby 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:

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
Older Americans Act Title III B - Support Services	U.S. Health and Human Services	93.044	\$1,271,300.00
Older Americans Act Title III B -2023 Carry Forward	U.S. Health and Human Services Carry Forward	93.044	\$200,000.00
Older Americans Act Title III C1 -Congregate Meals	U.S. Health and Human Services	93.045	\$726,530.00
Older Americans Act Title III C1 -2023 Carry Forward	U.S. Health and Human Services Carry Forward	93.045	\$0.00
Older Americans Act Title III C2 -Home Delivered Meals	U.S. Health and Human Services	93.045	\$822,153.00
Older Americans Act Title III C2 -2023 Carry Forward	U.S. Health and Human Services Carry Forward	93.045	\$0.00
Older Americans Act Title III E -Caregiver Support Services	U.S. Health and Human Services	93.052	\$176,000.00
Older Americans Act Title III E - 2023 Carry Forward	U.S. Health and Human Services Carry Forward	93.052	\$130,000.00
Older Americans Act Nutrition Services Incentive Program (NSIP)	U.S. Health and Human Services	93.053	\$193,320.00
TOTAL FEDERAL AWARD			\$3,519,303.00

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
TOTAL AWARD			

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.

(4) ATTACHMENT VII-A, Attestation of Compliance – Background Screening Program User, is hereby added to the Standard Agreement.

ATTACHMENT VII-A

DEPARTMENT OF ELDER AFFAIRS

ATTESTATION OF COMPLIANCE – BACKGROUND SCREENING PROGRAM USER

ALL USERS are required to annually submit this form attesting to compliance with the provisions of the Background Screening Provider User Registration Agreement and chapter 435, Florida Statutes to doeanetwork@elderaffairs.org.

Each person with access to the Care Provider Background Screening Clearinghouse must abide by the following:

- I will not disclose or lend my USER ID AND/OR PASSWORD to anyone. They are for my use only and will serve as my "electronic signature." This means that I may be held responsible for the consequences of unauthorized or illegal transactions.
- I will not browse or use this information for unauthorized or illegal purposes.
- I will not make any disclosure of this data that is not specifically authorized.
- I will not intentionally cause corruption or disruption of these files.

If I become aware of any violation of these security requirements or suspect that someone may have used my User ID or Password, I will immediately report that information to the Department of Elder Affairs (DOEA) Background Screening Coordinator at (850) 414-2093.

I understand that as a user of the Background Screening Program, I assert that I am authorized to submit electronic requests, retrieve screening results, and maintain employment status on behalf of the provider listed below.

By accessing this system, I agree to follow the Agency for Health Care Administration’s policies regarding acceptable use and protection of confidential information. By submitting electronic requests, I am affirming that the information contained in the request is true and the results received will be used only for determining employment eligibility in accordance with the applicable Florida Statutes.

In accordance with section 435.11(1)(b), Florida Statutes, it is a misdemeanor of the first degree to use records information for purposes other than screening for employment or release records information to other persons for purposes other than screening for employment.

DOEA Form 238, Attestation of Compliance – Background Screening Program User, Effective July 1, 2024. Form available at <https://elderaffairs.org/about-us/background-screening/background-screening-clearinghouse-training-accessingthe-clearinghouse/>

ATTESTATION

As an employee of: _____
(Name of Employer)

Located at: _____
Street address City State Zip Code

Under penalty of perjury, I, _____
(Name of Employee who has Signed the Provider User Registration Agreement)

hereby swear or affirm that I understand and that I am in compliance with the provisions of Background Screening Provider User Registration Agreement and chapter 435, Florida Statutes.

Signature of Employee Date

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(5) ATTACHMENT IX of the Standard Agreement, Budget Summary, is hereby replaced with the following ATTACHMENT IX.

**ATTACHMENT IX
BUDGET SUMMARY**

1	IIIB Support Services	\$1,121,300.00
2	IIIB Transportation	\$350,000.00
3	IIIC1 Congregate Meals	\$726,530.00
4	IIIC2 Home Delivered Meals	\$822,153.00
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8	Nutrition Services Incentive Program	\$193,320.00
9	TOTAL	\$3,519,303.00

AMENDMENT 002

IA024-9500

This amendment shall be effective on the last date that the amendment has been signed by both Parties.

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 8 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: _____
Maria Sachs, Mayor

SIGNED BY: _____

DATE: _____

ATTEST: JOSEPH ABRUZZO, Clerk and Comptroller

NAME: _____

BY: _____

TITLE: _____

DATE: _____

DATE: _____

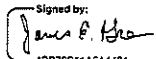
Federal Tax ID: 59-6000785

Fiscal Year Ending Date: _____

Approved as to form and legal sufficiency


County Attorney

Approved as to terms and conditions

Signed by: 
Department Director

Attestation Statement

Agreement Number IA024-9500

Amendment Number 002

I, Maria Sachs, Mayor, 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 of Palm Beach/Treasure Coast, Inc. 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

Date

Approved As To Form
And Legal Sufficiency
By: *Belene C. King* 10-15-24
County Attorney

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

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ATTESTATION

As an employee of: _____
(Name of Employer)

Located at: _____
Street address City State Zip Code

Under penalty of perjury, I, _____
(Name of Employee who has Signed the Provider User Registration Agreement)

hereby swear or affirm that I understand and that I am in compliance with the provisions of Background Screening Provider User Registration Agreement and chapter 435, Florida Statutes.

Signature of Employee Date

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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: _____
Maria Sachs, Mayor

SIGNED BY: _____

DATE: _____

ATTEST: JOSEPH ABRUZZO, Clerk and Comptroller

NAME: _____

BY: _____

TITLE: _____

DATE: _____

DATE: _____

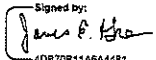
Federal Tax ID: 59-6000785

Fiscal Year Ending Date: _____

Approved as to form and legal sufficiency


County Attorney

Approved as to terms and conditions

Signed by: 
Department Director

Attestation Statement

Agreement Number IA024-9500

Amendment Number 002

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(Provider Representative)

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Signature of Provider Representative

Date

Approved As To Form
And Legal Sufficiency
By: *Allen C. Hagedorn*
County Attorney

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

24-1004

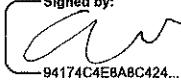
**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT**

BGEX 144 - 082924*1833

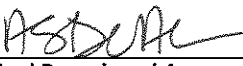
BGRV 144 - 082924*530

FUND FUND (1006) - DOSS - Administration

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 09/09/24	REMAINING BALANCE
REVENUES									
144-1457-3168	Fed Grant Indirect - Human Services	DOSS-3B	1,415,720	2,261,773	200,000	0	2,461,773	1,928,353	533,420
144-1461-3168	Fed Grant Indirect - Human Services	DOSS-3E	175,448	320,540	130,000	0	450,540	265,540	185,000
	Total Fund Revenues		17,093,992	24,324,078	330,000	0	24,654,078		
EXPENDITURES									
144-1457-3401	Other Contractual Services	DOSS-3B	2,265,579	2,460,669	200,000	0	2,660,669	1,902,377	758,292
144-1461-3401	Other Contractual Services	DOSS-3E	337,176	949,676	130,000	0	1,079,676	757,059	322,617
	Total Fund Expenditures		17,093,992	24,324,078	330,000	0	24,654,078	14,311,738	10,342,340

SIGNATURES Signed by:  **DATES**
 94174C4E8A8C424... 9/24/2024

Initiating Department/Division

 9/27/24

Administration/Budget Department Approval

OFMB Department - Posted

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: 10/22/2024

Deputy Clerk to the
Board of County Commissioners