

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: February 4, 2025 Consent Regular
 Ordinance Public Hearing

Department: CRIMINAL JUSTICE COMMISSION
Submitted For: CRIMINAL JUSTICE COMMISSION

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: Third Amendment to the Interlocal Agreement (R2022-0618) with Florida Atlantic University (FAU), which amends the Scope of Work, revises the deliverables schedule, and extends the term of the Agreement from September 30, 2025 to February 28, 2026.

Summary: Palm Beach County's research partner, FAU, is conducting research evaluations of the Criminal Justice Commission's (CJC) Trauma-Informed Training program and the Delray Beach Police Department's Community Outreach Program. This amendment extends the funding period for these evaluations. In September 2022, 55 local law enforcement, corrections, court personnel, and behavioral health community partners completed the training. The County Administrator executed this Amendment to the FAU contract, which did not substantially change the scope of work, or terms and conditions of the Agreement, after approval of legal sufficiency by the County Attorney's Office and within budgeted allocations, pursuant to the delegated authority granted through R2022-0618 on June 14, 2022, and in accordance with County PPM CW-O-051. All delegated contracts, agreements, and grants must be submitted by the initiating department to the Board of County Commissioners (BCC) as a receive and file agenda item. Countywide (HH)

Background and Justification: The FAU research team is conducting a process and outcome evaluation of the CJC's Trauma-Informed Training Initiative. In collaboration with the Palm Beach County Sheriff's Office and the Criminal Justice Institute at Palm Beach State College, the CJC provided trauma-informed training intended to increase awareness of trauma and how trauma may impact the community's behavior. FAU is also conducting a process and outcome evaluation of the Delray Beach Police Department's Community Outreach Program. The Program aims to connect and provide alternative diversion services to those who are dealing with mental illness, experiencing homelessness, or battling addiction in the City of Delray Beach. A challenge facing law enforcement is the need for alternative responses for chronic individuals who are in the midst of a mental health crisis, experiencing homelessness, and/or struggling with addiction. Law enforcement is usually the first to be called when someone encounters these issues. These calls include those to address quality-of-life offenses such as public intoxication, loitering, and panhandling. Based on the results of the Community Outreach Program evaluation, this approach may be duplicated throughout the County to address health and safety concerns around the homeless, mental health, and substance use disorder populations.

Attachment:

- 1) Third Amendment to the Interlocal Agreement with FAU

Recommended by: [Signature] 12/20/2024
Department Director Date

Approved by: [Signature] 1/22/25
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Personal Services	_____	_____	_____	_____	_____
Operating Expenses	_____	_____	_____	_____	_____
Capital Outlay	_____	_____	_____	_____	_____
Grants and Aids	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	*	*			
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes X No _____
 Is this item using Federal Funds? Yes _____ No X
 Is this item using State Funds? Yes _____ No X

Budget Account Exp No: Fund 0001 Department 767 Unit 7615/7617 Object 3401
 Rev No: Fund 0001 Department 767 Unit 7615/7617 RevSc 8094/8096

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

Fund: General Fund
 Unit: Police Community Outreach Evaluation

*No additional fiscal impact, time extension only. Funded by a transfer from the Domestic Violence Prevention Trust Fund and the Crime Prevention Trust Fund.

Departmental Fiscal Review: _____

Digitally signed by Mariana Diaz
 DN: DC=org, DC=pbegov, OU=Enterprise, OU=PSD, OU=Users, CN=Mariana Diaz, E=MDiaz@pb.gov
 Date: 2025.01.08 08:17:35-05'00'

III. REVIEW COMMENTS

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

Joe M... 1/8/2025
 VS 1/8
 OFMB

Trinidad... 1/8/25
 Contract Administration
 267 1.8.25

B. Legal Sufficiency:

Heleen Coffey 1-9-25
 Assistant County Attorney

C. Other Department Review:

 Department Director

ATTACHMENT 1

**THIRD AMENDMENT TO
INTERLOCAL AGREEMENT**

THIS THIRD AMENDMENT is dated the 15th day of November 2024, between the FLORIDA ATLANTIC UNIVERSITY BOARD OF TRUSTEES, (hereinafter "FAU"), whose FEIN ID is 65-0385507 and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of Commissioners (hereinafter "COUNTY"), each one constituting a public agency as defined in Part I of Chapter 163, Florida Statutes.

WITNESSETH

WHEREAS, on June 14, 2022 the COUNTY, through its Criminal Justice Commission (CJC), and FAU entered into an Interlocal Agreement (R2022-0618) (the "Agreement") for a total not to exceed amount of One Hundred Forty-Nine Thousand Five Hundred Eighty-Nine Dollars (\$149,589); and

WHEREAS, FAU's responsibility under this Interlocal Agreement was to conduct a process and outcome evaluation of the CJC's trauma-informed training, as more specifically set forth in the Scope of Work detailed in Exhibit A of the Interlocal Agreement; and

WHEREAS, the parties entered into a First Amendment to Interlocal Agreement on November 1, 2022, (R2023-0199) (the First Amendment), which extended the term of the Interlocal Agreement to September 30, 2025, increased the not-to-exceed amount, and amended the Scope of Work and Budget to include an evaluation of the Delray Beach Police Department's Community Outreach Program;

WHEREAS, the parties entered into a Second Amendment to Interlocal Agreement on May 15, 2024, (R2024-0788) to amend the Scope of Work for Phase 2 of the Trauma Informed Training in Palm Beach County Evaluation; and

WHEREAS, the parties desire to extend the term, amend the Scope of Work, and revise the Deliverables schedule.

NOW THEREFORE, the above-named parties hereby mutually agree to amend the Agreement as follows:

- I. The foregoing recitals are true and correct and incorporated herein by reference.

II. **Section 4. Effective Date/Term** is hereby replaced in its entirety with the following:

Section 4. Effective Date/Term

This Agreement shall take effect on June 14, 2022. FAU shall complete all services by February 28, 2026, unless this Agreement is otherwise terminated as provided herein.

III. Exhibit A-2 to the Interlocal Agreement is replaced in its entirety with Exhibit A-3, attached hereto and incorporated herein by reference.

IV. Exhibit B-2 to the Interlocal Agreement is replaced in its entirety with Exhibit B-3, attached hereto and incorporated herein by reference.

V. All other provisions of the Interlocal Agreement, as amended by the First Amendment and Second Amendment to Interlocal Agreement not in conflict with this Third Amendment, remain in full force and effect.

REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Third Amendment on behalf of the COUNTY and Florida Atlantic University, for and on behalf of its Board of Trustees, has hereunto set its hand the day and year above written.

**FLORIDA ATLANTIC UNIVERSITY
BOARD OF TRUSTEES**

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

By: *Nancy Thoman*
Nancy Thoman
Executive Director
Office of Sponsored Programs
Oct 24, 2024

By: *Verdenia C. Baker*
Verdenia C. Baker
County Administrator

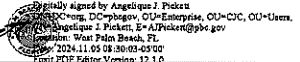
**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

**APPROVED AS TO TERMS AND
CONDITIONS**

By: **Helene Hvizd**
Helene C. Hvizd
Senior Asst. County Attorney



By: *Angelique J. Pickett*
Angelique J. Pickett
Executive Director



SCOPE OF WORK

A. An Evaluation of Trauma Informed Training in Palm Beach County

PURPOSE OF THE PROJECT

The Research Partner (FAU) will provide research and evaluation services to Palm Beach County's Criminal Justice Commission (CJC) in support of their new Trauma-Informed Training Initiative. A key objective of this project is to provide a trauma-informed training to law enforcement and criminal justice professionals in Palm Beach County to increase their understanding of traumas associated with domestic, school, community violence and other behavioral crises; leading to improved interactions and responses. The training is intended to increase awareness of trauma and how trauma may impact the community's behavior. In support of these objectives, FAU will conduct a series of analyses to evaluate this initiative. All work will be completed in consultation with the CJC.

BACKGROUND

The Florida Atlantic University (FAU) research team will conduct a process and outcome evaluation of the PBC Criminal Justice Commission's (CJC) new Trauma-Informed Training Initiative. In collaboration with the Palm Beach County Sheriff's Office (PBSO) and the Criminal Justice Institute (CJI) at Palm Beach State College (PBSC), the CJC is seeking to provide trauma-informed training to local law enforcement, corrections, court personnel, law enforcement and corrections recruits, and local behavioral health community partners. To provide the trauma-informed training, it is anticipated that Policy Research Associates will conduct multiple train-the-trainer sessions with leaders who are reflective of the target population for the training delivery. These leaders/trainers will then go on to facilitate the trauma-informed training to their colleagues.

This document outlines the evaluation scope of services the FAU research team—led by Dr. Danielle Groton, who will be assisted by co-PIs Drs. Cassandra Atkin-Plunk, Vaughn Crichlow, and Seth Fallik—will provide to the PBC CJC, the timeline of such services, the resources necessary to carry out an evaluation, and the budget. This will allow appropriate time for the evaluation planning and survey development prior to the implementation of the trauma-informed trainings.

PHASE 1 – PROCESS EVALUATION

The objective of Phase 1 is to examine the fidelity of the trauma-informed training. This objective examines if and to what extent the trauma-informed trainings are implemented and operating as designed. This process evaluation will examine the program inputs and activities in an effort to establish relationships between project activities and outcomes.

To carry out the process evaluation, the FAU research team will:

- attend the train-the-trainer trainings.
- attend the trauma-informed trainings.
- attend relevant stakeholder meetings.
- conduct interviews and focus groups with trainers and program participants.
- review relevant documents.

Below are research questions that will guide the process evaluation. These research questions, along with the research questions in Phase 2, will be modified in consultation with the CJC.

1. How is the trauma-informed training being implemented in PBC?
2. Who is participating in the trauma-informed training and what agencies do they represent?
3. How many individuals successfully complete the trauma-informed training?
4. How can the trauma-informed training be improved?
5. Is trauma-informed training operating as designed?
6. What barriers were encountered when facilitating the trauma-informed training?
7. What, if any, trauma-informed policies were developed and implemented?

PHASE 2 – DEVELOPMENT OF IMPLEMENTATION GUIDE

Given the low rate of engagement in trauma informed practice identified in Phase 1 of the evaluation, the objective of Phase 2 is to create an implementation guide for trauma informed practice in Palm Beach County. Since Phase 1 identified that no trainers from law enforcement have successfully facilitated trainings, the guide will have a specific focus on engaging law enforcement. To develop the guide, the research team will utilize the findings from Phase 1 and systematically collect and examine data on successful engagement of law enforcement on similar initiatives across the country. In addition, the research team will solicit feedback from trainers, training participants, and community stakeholders on the development of the guide.

To create the implementation guide, the FAU research team will:

- Survey trainers seeking feedback on results from Phase 1.
- Review empirical literature related to implementing trauma-informed practices among law enforcement.
- Forum with law enforcement leaders to share findings and solicit feedback on recommended practices.
- Forum with representatives from law enforcement to share findings and solicit feedback on recommended practices.
- Meet with PRA to learn of others' dissemination strategies and any lessons learned from other communities.
- Develop implementation guide to inform the county's next steps.

The following are research questions to inform the development of the implementation guide:

1. Did participation in the trauma-informed training increase understanding and awareness of the impact of trauma? If yes, was this effect sustained?
2. What strategies would best support law enforcement in adopting trauma-informed practices?
3. What have other communities or initiatives done to successfully engage law enforcement in trauma informed practices or trainings?
4. What steps can the county take to promote implementation of trauma-informed practice across community-facing organizations?

RESOURCES

The FAU research team has the necessary personnel and statistical software to accomplish the above listed services. Also, the FAU research team anticipates no issues with receiving approval from the FAU Institutional Review Board to carry out the surveys, interviews, and focus groups. To carry out the outcome evaluations, however, the FAU research team will require access to the appropriate data, specifically arrest and jail booking data. The FAU research team will also require cooperation from stakeholders to participate in the necessary interviews and focus groups.

Finally, the FAU research team requests that they be allowed to disseminate aggregate and de-identified findings from the evaluation to various outlets, including scholarly peer-reviewed journals, practitioner-related sources, and local, regional, and national conferences.

B. An Evaluation of the Delray Beach Police Department's Community Outreach Program

PURPOSE OF THE PROJECT

The Research Partner (FAU) in partnership with the Palm Beach County Criminal Justice Commission (CJC) will conduct a program evaluation of the Delray Beach Police Department's Community Outreach Program. The Program aims to connect and provide alternative diversion services to those who are dealing with mental illness, experiencing homelessness, or battling addiction in the City of Delray Beach. The Program uses a co-responder approach in which the Community Outreach Team (COT) works directly with a member of the South County Mental Health (SCMH) Center Rapid Response Team who is stationed at the Delray Beach PD (DBPD). The Program involves building relationships and partnering with non-profit organizations to provide services to individuals, sharing information with community patrol and community response officers, and working closely with neighboring jurisdictions. It also comprises monthly joint-training sessions with crisis intervention officers, hostage negotiators, and SCMH Center Mobile Response Team members. Ultimately, the COT reaches out proactively to individuals in need of services, and follows up with individuals referred by police patrol, to provide access to resources and treatment. It is expected that such efforts will reduce calls for service and interactions with law enforcement.

BACKGROUND

The Florida Atlantic University (FAU) research team will conduct a process and outcome evaluation of the Delray Beach Police Department's Community Outreach Program. The Program aims to connect and provide alternative diversion services to those who are dealing with mental illness, experiencing homelessness, or battling addiction in the City of Delray Beach. In support of these objectives, FAU will conduct a series of analyses to evaluate these initiatives. All work will be completed in consultation with the CJC.

This document outlines the evaluation scope of services the FAU research team—led by Dr. Cassandra Atkin-Plunk, who will be assisted by co-PI Dr. Vaughn Crichlow—will provide to the CJC, the timeline of such services, the resources necessary to carry out the evaluation, and budget. This will allow appropriate time for planning the evaluation, which involves the identification of project goals and outcomes, the development of survey and interview instruments, as well as in-person field assessments for the process and outcome evaluations, and sufficient time for ongoing assessment of program effectiveness.

PHASE 1 – PROCESS EVALUATION

The process evaluation will be guided by the following research evaluation questions (These questions, along with the questions in Phase 2, will be modified in consultation with the CJC):

1. To what extent are the COT and partners implementing the Community Outreach Program?
2. To what extent have the outreach strategies reached the intended participants?
3. What factors have impeded or facilitated the implementation of these strategies?
4. What lessons have been learned by the COT and partners regarding the implementation of outreach strategies that can be used to inform future efforts?

These objectives are based on the goal – to connect and provide alternative diversion services to those who are dealing with mental illness, experiencing homelessness, or battling addiction.

To carry out the process evaluation, the FAU research team will:

- attend COT meetings.
- attend monthly trainings with the COT, crisis intervention officers, hostage negotiators, and SCMH Center Mobile Response Team members.
- attend relevant stakeholder meetings.
- conduct interviews with COT members.
- conduct field observations with population advocates and community outreach officers.
- review relevant documents.

PHASE 2 – OUTCOME EVALUATION

The objective of Phase 2 is to conduct an outcome evaluation that systematically collects and examines data on the impact of the Community Outreach Program in the city of Delray Beach. Outcome measures will be based on the following questions:

Micro-level Outcomes

1. How many participants have been referred to the special population advocate (or any other members of the COT)?
2. How many participants have been contacted or served by the COT as a direct result of outreach in the community?
3. How many participants have been connected to services by the COT?
4. What types of services have participants received?
5. What is the impact of services received on participants?
 - a. Is the Community Outreach Program making a difference on participants' lives?
 - b. Is the Community Outreach Program making an impact on participants' perceptions towards the DBPD?

Macro-level Outcomes

1. Has the Community Outreach Program reduced overall calls for service?
2. Has the Community Outreach Program reduced overall interactions with law enforcement?
3. Has the Community Outreach Program reduced crime and disorder in the City of Delray Beach?

This outcome evaluation will comprise an assessment of the effectiveness of COT strategies and activities to establish relationships between COT efforts and community outcomes. The outcome evaluation will also examine contextual and external factors that have influenced the implementation and outcomes of the outreach efforts.

To carry out the outcome evaluation, the FAU research team will:

- conduct surveys and interviews with COT members.
- conduct surveys with individuals who have received services.
- conduct surveys with road patrol officers and sergeants.
- conduct surveys of other agencies.
- conduct surveys of the community.
- examine calls for service and crime data – arrest, jail booking, and jail population data at multiple timepoints.

RESOURCES

The FAU research team has the necessary personnel and statistical software to accomplish the above listed services. Also, the FAU research team anticipates no issues with receiving approval from the FAU Institutional Review Board to carry out the surveys, interviews, and focus groups. To carry out the outcome evaluations, however, the FAU research team will require access to the appropriate data, specifically calls for service, arrest and jail booking data. The FAU research team will also require cooperation from stakeholders to participate in the necessary surveys and interviews. Finally, the FAU research team requests that they be allowed to disseminate aggregate and de-identified findings from the evaluation to various outlets, including scholarly peer-reviewed journals, practitioner-related sources, and local, regional, and national conferences.

BUDGET AND DELIVERABLES

The following tables outlines the project budget and deliverables to be provided by the FAU research team within the contract period. Deliverables should be submitted to the Criminal Justice Commission Criminal Justice Systems Manager in electronic format via email. Equipment and supply costs are not requested.

A. An Evaluation of Trauma Informed Training in Palm Beach County

DELIVERABLES

Florida Atlantic University will invoice the PBC Criminal Justice Commission based on the deliverables listed below, and according to the approved budget for the evaluation of the Trauma-Informed Training Initiative. In addition to a comprehensive report at the end of each year, the FAU research team will provide regular updates to the CJC on project progress during each quarter, and throughout the evaluation period, as well as written semi-annual updates in July of each year. The FAU research team will also provide documentation (1-3 pages) to FAU’s Office of Sponsored Programs describing evaluation services rendered during each billing period. A total of \$119,768 has been disbursed through October 23, 2024, of this evaluation’s total budget of \$149,589. The deliverables are as follows:

Deliverables	Projected Due Date	Amount
Quarterly update	October 5, 2022	\$13,417
Quarterly update	January 5, 2023	\$13,418
Interim semi-annual report	July 5, 2023	\$31,556
Comprehensive annual report	January 5, 2024	\$31,555
Interim semi-annual report	July 5, 2024	\$29,822
Comprehensive annual report	July 5, 2025	\$29,821
TOTAL		\$149,589

Year 1

- Attend trainings and relevant stakeholder meetings
- Consult on roll-out plan for training
- Develop pre- and post- training surveys
- Begin to track and monitor county-wide arrests, jail bookings, and jail population
- Create year-end report to document project progress

Year 2

- Attend trainings and relevant stakeholder meetings
- Consult on roll-out plan for training
- Conduct pre- and post- training surveys
- Conduct qualitative interviews with trainers regarding implementation
- Conduct qualitative and quantitative data analysis of survey and interview data
- Create semi-annual update on project progress
- Create year-end report to include process evaluation
- Develop one page report summaries for distribution to trainers and CJC members

Year 3

- Attend trainings and relevant stakeholder meetings
- Conduct surveys with trainers on results from Phase 1 of the project
- Synthesize empirical literature on trauma-informed practice implementation among law enforcement
- Host forums with law enforcement and community leaders to share findings and solicit feedback
- Meet with PRA to learn of others' dissemination strategies and lessons learned
- Develop implementation guide for county
- Create final report to include implementation guide recommendations

B. An Evaluation of the Delray Beach Police Department's Community Outreach Program

DELIVERABLES

Florida Atlantic University will invoice the PBC Criminal Justice Commission based on the deliverables listed below, and according to the approved budget for the evaluation of the Delray Beach Police Department's Community Outreach Program. In addition to a comprehensive report at the end of each year, the FAU research team will provide regular updates to the CJC on project progress during each quarter, and throughout the evaluation period as well as written semi-annual updates in July of each year. The FAU research team will also provide documentation (1-3 pages) to FAU's Office of Sponsored Programs describing evaluation services rendered during each billing period. A total of \$76,481 has been disbursed through October 23, 2024, of this evaluation's total budget of \$115,456. The deliverables are as follows:

Deliverables	Projected Due Date	Amount
Interim semi-annual report	April 5, 2023	\$31,500
Comprehensive annual report	October 5, 2023	\$31,481
Interim semi-annual report	July 5, 2024	\$13,500
Comprehensive annual report	January 5, 2025	\$13,500
Interim semi-annual report	July 5, 2025	\$12,738
Comprehensive annual report	January 5, 2026	\$12,737
TOTAL		\$115,456

Year 1

- Attend COT meetings
- Attend monthly trainings
- Attend relevant stakeholder meetings
- Conduct interviews with COT members
- Conduct field observations
- Review relevant documents
- Begin to track and monitor calls for service, county-wide arrests, jail bookings, and jail population
- Create semi-annual update on project progress
- Create year-end report to document project progress

Year 2

- Attend COT meetings
- Attend monthly trainings
- Attend relevant stakeholder meetings
- Conduct interviews with COT members
- Conduct field observations
- Review relevant documents
- Conduct surveys with program participants
- Conduct surveys with road patrol officers and sergeants
- Conduct surveys of other agencies
- Conduct surveys of the community
- Track and monitor county-wide arrests, jail bookings, and jail population
- Conduct qualitative and quantitative data analysis
- Create semi-annual update on project progress
- Create year-end report to include process evaluation

Year 3

- Attend COT meetings
- Attend monthly trainings
- Attend relevant stakeholder meetings
- Conduct interviews with COT members
- Conduct field observations
- Review relevant documents
- Conduct surveys with program participants
- Track and monitor county-wide arrests, jail bookings, and jail population
- Conduct qualitative and quantitative data analysis
- Create semi-annual update on project progress
- Create year-end report to include process evaluation