

**RESOLUTION NO. 2023-378**

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE AND DELIVER AMENDMENT THIRTY-THREE TO CONTRACT NJ206 BETWEEN ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS AND FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES AMENDING CERTAIN TERMS AND CONDITIONS AND ALLOCATING ADDITIONAL FUNDING; APPROVING THE BUDGET SPENDING PLAN FOR STATE FISCAL YEAR 2023-2024; AND RECOGNIZING AND APPROPRIATING THE \$118,513.00 IN ADDITIONAL FUNDING TO THE COMMUNITY BASED CARE FUND.

**RECITALS**

**WHEREAS**, in 2014, St. Johns County (“County”) and Florida Department of Children and Families (“DCF”) entered into contract NJ206 which provides the terms and conditions and allocation of State funding for Community Based Care in the County (Resolution 2014-124), as amended and extended; and

**WHEREAS**, DCF requested Amendment No. 33 to contract NJ206 to amend certain contract terms and conditions to comply with newly enacted statutory requirements and to allocate the County an additional \$118,513.00 in State Fiscal Year 2023-2024 funding for Community Based Care; and

**WHEREAS**, as required by Amendment No. 33, the Board of County Commissioners is required to approve a spending plan for all proposed expenditures for State Fiscal Year 2023-2024, a copy of the spending plan is attached hereto and incorporated herein by this reference, and the budgeted expenditures are not projected to exceed the appropriated amount of core funding and reserves; and

**WHEREAS**, the additional funding was not anticipated when preparing the County’s annual budget; and

**WHEREAS**, entering into this amendment serves a public purpose and is in the interest of the County and the public.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of St. Johns County, Florida, as follows:

**Section 1.** The above Recitals are incorporated into the body of this Resolution and are adopted as findings of fact.

**Section 2.** The Board of County Commissioners hereby approves and authorizes the County Administrator, of designee, to execute and deliver Amendment No. 33 to contract NJ206 between the County and Florida Department of Children and Families, in substantially the same form as attached hereto and recognizes and appropriates the \$118,513.00 in additional funding to the Community Based Care Fund.

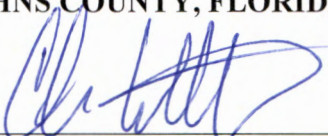
**Section 3.** The Board of County Commissioners hereby approves the Community Base Care department budget spending plan for State Fiscal Year 2023-2024, as attached hereto.

**Section 4.** To the extent that there are typographical, administrative, or scrivener's errors that do not change the tone, tenor, or context of this Resolution, then this Resolution may be revised without further action by the Board of County Commissioners.

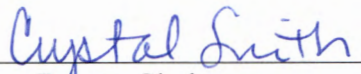
**PASSED AND ADOPTED** by the Board of County Commissioners of St. Johns County, Florida this 3rd day of October 2023.

**BOARD OF COUNTY COMMISSIONERS OF  
ST. JOHNS COUNTY, FLORIDA**

Rendition Date OCT 03 2023

By:   
Christian Whitehurst, Chair

ATTEST: Brandon J. Patty,  
Clerk of the Circuit Court and Comptroller

By:   
Deputy Clerk



**FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES  
CONTRACT NO. NJ206  
AMENDMENT NO. 0033**

This Amendment shall be effective August 1, 2023 or the last party signature date, whichever is later. The above referenced Contract is hereby amended as follows:

1. The following items were last addressed in the noted Amendments.

Amendment # 0010: 3, 4, 6, and 10

Amendment # 0027: 5

Amendment # 0032: 2, and 7-9.

2. In the **Section 3**, \$75,242,650.00 is replaced by \$75,361,163.00.

3. **1.6.1.** is amended to add:

**1.6.1.5.** The Lead Agency shall conduct a trauma screening as soon as practical after a child is removed from his or her home, but no later than 21 calendar days after the shelter hearing. If indicated as appropriate or necessary by the trauma screening the Lead Agency must promptly refer the child to appropriate trauma assessment, which must be completed within 30 calendar days, and if appropriate, services and interventions as needed. To the extent possible, the trauma screening, the assessment, services and intervention, must be integrated into the child's overall behavioral health treatment planning and services.

4. **1.7.1.** is amended to add:

**1.7.1.8.** Lead Agency shall annually provide written and published operating procedures that detail timelines and procedures to maximize the use of concurrent case planning, minimize the time to complete preliminary and final adoptive home studies, streamline data entry into the statewide child welfare information system, and reduce time to permanency.

**1.7.1.9.** Lead Agency shall gather all information to complete the requirements for the child-specific section of the unified home study, excluding information related to any prospective caregiver, and enter that data into the child welfare information system of record no later than 90 days after the filing of a petition for termination of parental rights.

5. **1.7.2.** is amended to add:

**1.7.2.8.** In accordance with 409.1415(2)(b)3.f., F.S., Lead Agency shall provide information and support, which may include, but need not be limited to, consultation, coaching, training and referrals to services, to the caregiver of the child to help the caregiver respond to and care for the child in a trauma-informed and therapeutic manner.

6. **1.9.5.** is amended to add:

**1.9.5.7.** From the funds provided in Specific Appropriation 328, FY 2023-2024, a detailed spending plan, approved by the Provider's Board of Directors, shall be submitted to the Department for all projected expenditures for the fiscal year. The spending plan must demonstrate that core expenditures will not exceed the appropriated amount of core funding and reserves a certain amount of funding for unanticipated expenses. The Department shall not release any additional funding for the fiscal year beyond the two-month advance until the Department has reviewed and approved the Provider's spending plan. At any point in time during the fiscal year, if the Provider's actual expenditures project an end of year deficit; the Provider must submit a revised spending plan to the Department. The revised spending plan must reflect actions to be taken by the Provider to remain within appropriated core funding for the remainder of the fiscal year.

7. The highlighted portions of the below section amends **4.1.1**. The non-highlighted parts of the below section are for illustrative purposes only, and the original contract remains the official text of the non-highlighted parts.

Attachment II-J, Fiscal Year 23-24

**\$11,029,295.00**



8. The table in **Attachment I, Section 4.1.1** is amended as highlighted below. The non-highlighted portions are for context only and are unaffected by this amendment.

Service Unit	Fixed Payment	# of Units	Total Amount	Total Fiscal Year Amount
<b>Fiscal Year 2022-2023</b>				
One Month of Child Welfare and Related Services (7/1/2022-8/31/2022)	\$711,884.25	2	\$1,423,768.50	<b>\$11,147,789.00 FY 22/23</b>
One Month of Child Welfare and Related Services (9/1/2022-1/31/2023)	\$931,548.85	5	\$4,657,744.25	
One Month of Child Welfare and Related Services (2/1/2023-3/31/2023)	\$949,923.05	2	\$1,899,846.10	
One Month of Child Welfare and Related Services (4/1/2023-5/31/2023)	<b>\$980,092.39</b>	2	<b>\$1,960,184.78</b>	
One Month of Child Welfare and Related Services (6/1/2023-6/30/2023)	<b>\$971,953.37</b>	1	<b>\$971,953.37</b>	
Family First Transition Act (FFTA) Funds	Cost Reimbursement \$171,760.00			
Division X Chafee Funds	Reimbursement <b>\$42,532.00</b>			
<b>Fiscal Year 2023-2024</b>				
One Month of Child Welfare and Related Services (7/1/2023-7/31/2023)	\$909,231.87	1	\$909,231.87	<b>\$11,029,295.00 FY 23/24</b>
One Month of Child Welfare and Related Services (8/1/2023-9/30/2023)	\$909,231.83	<b>2</b>	<b>\$1,818,463.66</b>	
One Month of Child Welfare and Related Services (10/1/2023-5/31/2024)	\$922,399.94	<b>8</b>	<b>\$7,379,199.52</b>	
One Month of Child Welfare and Related Services (6/1/2024-6/30/2024)	<b>\$922,399.95</b>	<b>1</b>	<b>\$922,399.95</b>	

9. **Attachment II-J** is hereby replaced by the attached **Attachment II-J** as attached.

10. **Exhibit B – Fiscal Reports** is amended to add:

Detailed Spending Plan	A detailed spending plan, approved by the agency's Board of Directors, for all projected expenditures for the fiscal year.	Must be annually submitted and approved by the Department prior to the release of the September fixed payment.	Contract Manager
------------------------	--	--	------------------

11. All provisions in the Contract and any attachments thereto in conflict with this Amendment are changed to conform with this Amendment. All provisions not in conflict with this Amendment are still in effect and are to be performed at the level specified in the Contract. This Amendment and all its attachments are made a part of the Contract.

**IN WITNESS THEREOF**, the parties hereto have caused this Amendment executed by their undersigned officials as duly authorized.

**PROVIDER**

**DEPARTMENT**

**Signature:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**



Attachment II-J  
Community Based Care (CBC) Lead Agency Schedule of Funds  
St. Johns Board of County Commissioners - Contract #NJ206  
FY 2023-24 Use Designation - As of 7/1/2023

	Other Cost Accumulators (OCA)	Title IV-E Funds	Other Federal Funds	State Funds	Total Funds	The Amount of Non-Recurring Funds Included in Total Funds
<b>Line # 326 - Special Categories: Grant and Aids - Community Based Care Funds for Providers of Child Welfare Services (108304)</b>						
<b>Core Services Funding (409.991 (1)(a), Florida Statutes)</b>						
Title IV-E Fund Sources (Section A&B) (a)	Multiple	1,597,106	740,133	3,651,588	5,988,827	-
Family Finders (39.2015, FS)	FF0CB	-	-	68,865	68,865	-
Kinship Navigation (39.2015, FS)	KINCB	-	-	695,750	695,750	-
Post Adoption Services	CSFAS	-	-	10,479	10,479	-
Family Preservation and Child Welfare System Diversion Program in Circuit 6 for core services	FPCW6			-	-	-
Father Engagement Specialists	FES00			81,000	81,000	-
Capped Fund Sources (Section A&B) (c)	Multiple		80,021	362,345	442,366	-
Medicaid Administration	PR005		8,485	8,485	16,970	-
State Access & Visitation Grant (d)	PRSAV		-	-	-	-
Safe & Stable Families Act Grant-Family Preservation (e)	PRE04		79,130	-	79,130	-
Safe & Stable Families Act Grant-Family Support (e)	PRE06		79,130	-	79,130	-
Safe & Stable Families Act Grant-Family Reunification (e)	PRE11		158,259	-	158,259	-
Safe & Stable Families Act Grant-Adoption (e)	PRE12		79,130	-	79,130	-
<b>Total Core Services Funding (Recurring + Foster Parent Cost of Living Increase)</b>		<b>1,597,106</b>	<b>1,224,288</b>	<b>4,878,512</b>	<b>7,699,906</b>	<b>-</b>
<b>Level I Foster Home Payments (39.6225, FS and 409.175,FS) and Child Care Subsidies (409.145, FS)</b>						
Level I Licensed Care (FH) Maintenance Payments (Section B) (b)	LCLVE/LCLVI	68,641	-	135,276	203,917	-
Child Care Subsidy - Title IV-E Foster Home (Levels I Through V)	CCSLE/CCSLI	7,881	-	29,986	37,867	-
Child Care Subsidy - State Funded	SFCCS			39,386	39,386	-
<b>Total Level I FH and Child Care Subsidies</b>		<b>76,522</b>	<b>-</b>	<b>204,648</b>	<b>281,170</b>	<b>-</b>
<b>Family First Prevention Services Act Transition Funds from Lump Sum FFPFA Initiatives (090420)</b>						
Installation of Evidenced Based Services (g)	FFPEB	-	-	-	-	-
Foster Parent Mentors (g)	FFPCI	-	-	-	-	-
Residential Settings Transition Support (g)	FFPRS	-	-	-	-	-
Supplementation Foster Care Maintenance	FFPSM	-	-	-	-	-
<b>Total Family First Prevention Services Act Transition Funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other</b>						
Case Management and Prevention Svcs for Early Childhood Courts	ECC00			-	-	-
Father Engagement Grants	FES00			-	-	-
<b>Independent Living (IL) , Extended Foster Care (EFC) and Aftercare Funding (409.1451, FS &amp; 39.6251, FS) which includes HB 7065 Implementation</b>						
Independent Living Services - Chafee Administration Eligible and Other	KRE17/KRE22/ KRL17/KRL22/CHDAT		30,383	106,231	136,614	-
Chafee Road to Independence - Post-Secondary Education & Services and Supports (PESS)	CHPES		8,916	56,341	65,257	-
Chafee, Education & Training Vouchers (ETV), Post-Secondary Education & Services and Supports (PESS) and Aftercare	ETVAF/ETVAP/ ETVPS		32,306	99,908	132,214	-
Extended Foster Care - Title IV-E Eligible	EFCCM/EFRBE	25,048	-	54,848	79,896	-
Independent Living State Funded Aftercare for Emergency Assistance	SFOAT	-	-	17,212	17,212	-
All State Funded Independent Living and Extended Foster Care Services	EFRBI/ SFSRA/EFCOE			67,932	67,932	-
<b>Total IL EFC and Aftercare Funding</b>		<b>25,048</b>	<b>71,605</b>	<b>402,472</b>	<b>499,125</b>	<b>-</b>
<b>Line # 327 Special Categories: Grant and Aids - Adoption Assistance (108305) - 409.166, FS</b>						
Maintenance Adoption Subsidies (MAS) and Non Recurring Expenses	39MAS/ MP000/ SFMSA/WO006/ WO007/WR001/ WR002	1,188,895	120,667	1,063,877	2,373,439	-
<b>Line # 328 Special Categories: Grant and Aids - Guardianship Assistance Program Payments (108306) - 39.6225, FS</b>						
Guardianship Assistance Program (GAP) Payments	GAP4E/GAPTA/ GAPSF/GAPNR/ EGAPE/EGAPI	29,874	-	79,522	109,396	-
<b>Line # 373 Special Categories: Grant and Aids - Purchase of Therapeutic Services for Children (100806)</b>						
Children's Mental Health CW Wraparound Funding	19MCB/19MCF			66,259	66,259	-
<b>Line # 315 Special Categories: Contracted Services (100777)</b>						
Protective Investigator Training - IV-E Eligible	BATRN			-	-	-
<b>Line # 319 Special Categories: Grant and Aids - Child Protection (103034)</b>						
CW PI Training	BAT00			-	-	-
<b>Line # 326 - Special Categories: Grant and Aids - Community Based Care Funds for Providers of Child Welfare Services (108304)</b>						
CW Performance Incentive Project - 6th Judicial Circuit	SFE06			-	-	-
CW Performance Incentive Project - 13th Judicial Circuit	SFE13			-	-	-
<b>Total All Fund Sources</b>		<b>2,917,445</b>	<b>1,416,560</b>	<b>6,695,290</b>	<b>11,029,295</b>	<b>-</b>

Footnotes:

- (a) Expenditures less than the IV-E amount identified in this section may be subject to repayment. This section includes the following OCAs: AS000, AS0CS, DCMPR, DCML0, CHPA0, DCM0H, DCMIH, LCFHE, LCFHI, REV4E, REVTF, SECLE, SECLI, SMS4E, TRCOR, TRFCA, LCNSE, LCNSI, LCSSE, LCSSI, SESSE, SESSI, FFPWS
- (b) Expenditures less than the IV-E amount identified in this section may be subject to repayment. Funds may only be used for Foster Home Level I Board Payments.
- (c) The section includes the following OCAs: PVSPR, CS00H, CSF0H, CS0AS, SECSV, PR024
- (d) A 10% match is provided by the Community-Based Care provider.
- (e) A 25% match is provided by the Community-Based Care provider.
- (f) No local match is required.
- (g) Separate method of payment from fixed monthly payment. Cost reimbursement request to DCF

# State FY 2024 Budget Spending Plan - Health & Human Services

## Community Based Care

**Shawna Novak**

Director, Health & Human Services

**PROGRAM DESCRIPTION:** Community-Based Care (CBC) works in partnership with local service providers to maintain a system of care that ensures the safety, well-being, and self-sufficiency for the children and families of St. Johns County. As the lead agency for child welfare services, this program is responsible for managing a comprehensive, community-based network of providers to deliver all services and support to meet the needs of children and families currently within the system of foster care and related services. The program operates under a contract with the State.

**MISSION:** To manage a seamless, strength based system of care in the Health and Human Services domain for all eligible children and families served in St. Johns County.

This Department is funded through Federal and State grant/contract revenues and a required transfer from the General Fund for matching purposes.

## State Fiscal Year 2024 Budget Highlights

Majority of funding derived from a combination of Federal and State funding necessitating a local match.

Normal recurring operations.

Contractual Services includes various contracts for initiatives required within the DCF (Florida Department of Children & Families) contract with St. Johns County.

Capital Vehicles reflects two replacement vehicles recommended by Fleet Management





# Community Based Care Expenditure

## Community Based Care Expenditure

Name	State FY 2024 Budget
<b>Expense Objects</b>	
<b>Personnel Services</b>	
REGULAR SALARIES & WAGES	\$3,289,196
TEMPORARY EMPLOYEES	0
OVERTIME EMPLOYEES	\$10,000
ON CALL PAY	\$17,000
FICA/MEDICARE TAXES	\$246,821
RETIREMENT CONTRIBUTIONS	\$470,957
LIFE & HEALTH INSURANCE	\$753,551
WORKERS COMP	\$7,272
<b>Total Personnel Services:</b>	<b>\$4,794,797</b>
<b>Operating Expenses</b>	
SECURITY SERVICES	\$7,000
CONTRACTUAL SERVICES	\$716,775
LEGAL FEES	\$40,000
INDIRECT ADMIN COSTS	\$260,760
TRAVEL AND PER DIEM	\$50,000
COMMUNICATIONS	\$38,172
POSTAGE	\$6,900
LEASE/RENTAL OF EQUIPMENT	\$5,300
INSURANCE	\$61,345
EQUIPMENT MAINTENANCE	\$959
VEHICLE MAINTENANCE	\$7,200
OFFICE SUPPLIES	\$22,000
SOFTWARE	\$305
COMPUTER SUPPLIES	\$4,417
OPERATING SUPPLIES	\$30,000
GAS, OIL, AND LUBRICANTS	\$11,959
TRAINING	\$30,000
DUES AND MEMBERSHIPS	\$20,731
CLIENT SERVICES	\$196,199
CLIENT CLOTHING	\$18,500
CLIENT MEDICAL	\$160,000
FAMILY FOSTER CARE	\$400,000
RESIDENTIAL GROUP CARE	\$525,000
INDEPENDENT LIVING SCHOLA	\$399,125
ADOPTION SUBSIDY	\$2,333,439
COMM M.H BLOCK GRANT WRAP	\$66,259
GUARDNSHP ASSISTANCE PROG	\$109,396
LVL 1 FOSTER CARE	\$203,917
CHILD CARE SUBSIDY	\$77,253
<b>Total Operating Expenses:</b>	<b>\$5,802,911</b>
<b>Capital Outlay</b>	
COMPUTER EQUIPMENT	\$10,500
<b>Total Capital Outlay:</b>	<b>\$10,500</b>
<b>Reserve</b>	
DEPARTMENT RESERVES	\$525,000
<b>Total Reserves:</b>	<b>\$525,000</b>
<b>Total Expense Objects:</b>	<b>\$11,133,208</b>





# Community Based Care Revenue

Community Based Care Revenue

Name	State FY 2024 Budget
Revenue Source	
Intergovernmental Revenue	
HUMAN SVCS FEDERAL GRANT	\$4,334,005
HUMAN SERVICES STATE GRNT	\$6,695,290
Total Intergovernmental Revenue:	\$11,029,295
Other Sources	
Nonoperating	
Transfer from Funds	\$103,913
Total Nonoperating:	\$103,913
<b>Total Revenue Source:</b>	<b>\$11,133,208</b>

