

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20021325

1. REQUESTED MOTION:

ACTION REQUESTED: Request Board approve receipt and use of \$5,000 grant awarded to the Family Connection Center by the Ned and Claiborne Foulds Foundation. Approve Budget Amendment resolution in the amount of \$5,000.

WHY ACTION IS NECESSARY: To formalize the acceptance of grant award monies to enhance and expand current services in the supervised visitation program.

WHAT ACTION ACCOMPLISHES: Allows Family Connection Center to install monitoring equipment and therefore have the capability to serve more families involved in supervised visits. This will also allow recordings of visits to be preserved for use in court and/or parenting education. And, Department of Children and Families caseworkers and Guardians ad Litem will be able to observe visitations without intruding or being present.

**2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #**

C11A

3. MEETING DATE:

01-07-2003

4. AGENDA:

- CONSENT ADMINISTRATIVE APPEALS
- PUBLIC WALK ON

**5. REQUIREMENT/PURPOSE:
(Specify)**

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER
- Supreme Court Ruling on Supervised Visitation Guidelines for supervised visitation programs

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER
- B. DEPARTMENT Parks & Recreation
- C. DIVISION Cooperative Extension Service

BY: John Yarbrough

[Signature]

7. BACKGROUND: Lee County entered into a partnership with the Family Connection Center (FCC), (blue sheet #20020722) to provide supervised visitations for families and children in out-of-home care with the Department of Children and Family Services. FCC is a member of the Supervised Visitation Network, a national organization promoting standards for supervised visitation programs, and of the Florida Visitation Network. FCC provides visitation to families separated by violence and abuse at the Lee County Extension Services and other locations. Educational information is then accessible to parents through the Cooperative Extension Service. On August 28, 1996, the Board of County Commissioners approved the supervised visitation program. In 2001 The Board approved FCC's participation in providing parent education.

The proposed project will allow expansion and increase the effectiveness of the current visitation and parent education program. Through the installation of monitoring equipment more visits can be accommodated at one time. Additionally, visit observations can be preserved not only in written form, but also on tape, for use in court, education or for observation by other parties in the case with permission and as determined appropriate. This is an advance scholarship, \$5,000 will be deposited into KH5370113806.347900.9005.

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

CC11A

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>JG 12-14-02</i>	<i>N/A</i>			<i>[Signature] 12/16/02</i>	<i>OA 12/11/02</i>	<i>OM 12/12/02</i>	<i>Risk 12/09/02</i>	<i>GC 12-9-02</i>	<i>HS for EDS</i>

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
Date: *12/16/02*
Time: *4:30 PM*
Forwarded To: *Budget 12/19/02 8am*

BY ADMIN. *CA*
12-9 8:53A
FORWARDED TO:
[Signature]

RESOLUTION

Amending the Budget of Family Connection Center, Fund 13806 to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the Budget of the Family Connection Center, Fund 13806, for \$ 5,000 of the unanticipated revenue from Grant funding and an appropriation of a like amount for grant expenditures and;

WHEREAS, the Budget of the Family Connection Center, Fund 13806 shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES

Prior Total:		
Additions		\$ 148,627
KH5370113806.347900.9005	FCC -Ned and Claiborne Foulds Foundation	\$ 5,000
Amended Total Estimated Revenues		\$ 153,627

APPROPRIATIONS

Prior Total:		\$ 148,627
Additions		
KH5370113806.506410	Furniture and Equipment	\$ 5,000
Amended Total Appropriations		\$ 153,627

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Budget of Family Connection Center, Fund 13806 is hereby amended to show the above additions to its Estimated Revenue and Appropriation Accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2002.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YA
LEDGER TYPE BA



Bank of America
Private Bank
FL4-060 02-01
13099 US 41 SE, Suite 200
PO Box 927
Fort Myers, FL 33902-0927

October 10, 2002

E. Gail Varley, Program Manager
Family Connection Center
3406 Palm Beach Blvd
Ft. Myers Florida 33916

Tel: 239.433.6267
Fax: 239.433.6242

Re: 2002 Grants from the Claiborne and Ned Foulds Foundation

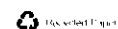
Dear Ms. Varley:

We are pleased to advise you that after careful deliberation with the Foundation's Advisory Committee and legal counsel to the Foundation, the Trustee has awarded you a *Retained Grant* in the amount of **\$5,000.00**. This grant is to help with the **purchase of recording, monitoring and video equipment**, only to be spent in accordance with the strict terms of the application and this letter.

A retained Grant is made when, in the opinion of the Trustee a charity is not presently in a position to spend the money represented by the grant for the purposes outlined in the application. The grant money will be retained until the charity is in a position to pay or spend the money for the grant's charitable purpose.

Since your application provides for purchases of personal property, the Trustee will require some evidence of the charity obligating itself to spend the money for the charitable purposes outlined in the application. For example, a copy of the sales contract will need to be sent to the Trustee. If there is no contract, the charity will be required to first expend the funds, and then present the Trustee with copies of the cancelled checks or receipts from the persons who did the work or purchased the materials and supplies.

Retained grants should only be considered as temporary. If monies are not expended by May 1, 2003, the Trustee retains the right to review the grant and revoke it. This admonition is not meant to encourage charities to expend funds for foolish purposes, but is intended to allow the Trustee to have some control over the grant funds and the priorities of their expenditure. In May of 2003 any charity receiving a Retained Grant will be contacted by the Trustee for an update as to the current status of the project for which the grant was made. Charities will be expected to respond to these requests with



reasonable promptness. If these inquiries are not responded to, the Trustee will automatically withdraw the grant on August 1, 2003.

In the meantime, you should plan to make arrangements to evidence to the Trustee that the funds will be expended for the purposes as set forth in your application. In addition, it is most important that you plan to have an appropriate plaque or other similar form of recognition setting forth that the grant provided came from "The Claiborne and Ned Foulds Foundation."

In conclusion, it should be noted that organizations receiving grants this year might be eligible for consideration when the Foundation issues notice that applications will be considered for 2003. This notice will be published in May of 2003.

Sincerely,

A handwritten signature in cursive script, appearing to read "Brenda Lawrence".

Brenda Lawrence
Fiduciary Specialist Associate
941-433-6151

APPLICATION FOR A GRANT FROM THE
CLAIBORNE AND NED FIELDS FOUNDATION TRUST

PLEASE ANSWER EACH INQUIRY. ATTACH ADDITIONAL SHEETS IF NECESSARY. AN UNANSWERED INQUIRY WILL VOID THE APPLICATION, AND IT WILL NOT BE CONSIDERED. IF AN INQUIRY DOES NOT APPLY, EXPLAIN WHY.

PLEASE REFER TO ATTACHED

1. State the name, street address, mailing address and phone number of the applicant.

Family Connection Center
3406 Palm Beach Boulevard
Fort Myers, Florida 33916

2. Is the applicant a corporation , trust , or if neither, specify the legal entity:

Family Connection Center is a grant program under the University of Florida Lee County Extension Service

3. Give a brief history of the applicant.

4. Briefly state the method of operation, e.g., how decisions are made of the applicant.

5. What charitable endeavors does the applicant conduct in Lee County?

PLEASE REFER
TO ATTACHED

12. State in detail the purpose or use to which such grant, if received, shall be put. Include the date or time frame in which applicant intends to achieve such purpose or use and the total budget for such purpose.

13. State the method by which applicant will verify such use or purpose to the Trustee.

14. State the means by which the grant will be given dignified publicity.

15. State the names of the principal governing officials of the applicant and their qualifications and experience.

16. State the amount and percentage of funds applicant raises in Lee County which are spent in Lee County on an annual basis.

NOTE: The Trustee reserves the right to reject any application and to make awards to qualifying recipients whether such recipients make application. A grant in one year is no assurance of a grant in any subsequent year.

I have read the application and it is true to the best of my knowledge and belief.

6-30-02
DATE OF APPLICATION
E. Gail Varley for
Family Connection Center
NAME OF APPLICANT

Program Manager
OFFICE OR POSITION IN APPLICANT
3406 Palm Beach Boulevard
Fort Myers, Florida 33916
ADDRESS OF APPLICANT

239-461-7519
PHONE NUMBER

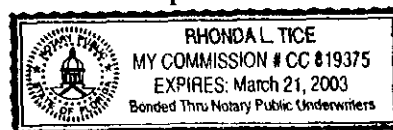
E. Gail Varley
SIGNATURE E. Gail Varley

STATE OF FLORIDA)
COUNTY OF LEE)

The foregoing instrument was acknowledged before me this 1st of July, 2002 by -
Gail Varley, who is personally known to me or who has
produced _____ as identification and who _____ did/ did not take
an oath.

Rhonda L. Tice
Notary Public (SEAL)
Rhonda L. Tice
Name of Person Taking
Acknowledgement

Commission Expires:



Claiborne and Ned Foulds Foundation
2002 Grant Application
Page Five

APPLICATIONS MUST BE RECEIVED ON OR BEFORE *JULY 1, 2002.*

MAIL TO: **THE CLAIBORNE & NED FOULDS FOUNDATION**
 C/O Bank of America
 Private Bank
 P.O. Box 927
 Fort Myers, FL 33902

- 1. State the name, street address, mailing address and phone number of the applicant.**

Family Connection Center
3406 Palm Beach Boulevard
Fort Myers, Florida 33916
239/461-7519

- 2. Is the applicant a corporation ____, trust ____, or if neither, specify the legal entity:**

Family Connection Center is a grant program of the University of Florida Lee County Extension Service

- 3. Give a brief history of the applicant.**

The Family Connection Center provides court-ordered supervised visitation for children and their non-custodial parent(s). The Family Connection Center (FCC) began in 1994 as a grassroots effort by a group of individuals concerned about the quality of parental visitation to children in foster care. Following two years of education and development, FCC began providing services in the fall of 1996 in partnership with the University of Florida Lee County Extension Service. This partnership came about from the Florida legislation pertaining to the establishment of supervised visitation programs. In 1999 FCC became an Extension Service's grant program under the Family and Consumer Sciences Division. The average number of visits per month is 115.

Family Connection Center provides visitation and parenting education to Lee County families. Supervised visits are available for families and children in the care of the Department of Children and Families as well as to families involved in domestic violence and divorce/custody cases. Parenting education is provided to those families assessed to be in need of such services. FCC has two contracts with the Department of Children and Families for services to children under their supervision. Other families are assessed a fee based upon their ability to pay.

The Family Connection Center keeps children safe while they visit with their biological parents. Typically these children and families have been separated by abuse/neglect, divorce/custody and struggle with issues of domestic violence. In addition, as a program of the University of Florida Lee county Extension Service, we are able to provide an educational program that spans all aspects of information for building a healthy family. These educational areas include nutrition, family money management, housing, early childhood development and parenting.

Visitations are offered in a safe, comfortable environment and are observed by trained staff. Visitations and parenting classes are offered at times that are

convenient for families and keep parents on the job and children in school. The close supervision of our staff enables families to bond more quickly and the court system to make more informed decisions as to the future placement of children in a permanent home. We see children and families on a regular basis and report our observations to caseworkers, Guardian Ad Litem volunteers, judges and attorneys.

4. Briefly state the method of operation, e.g., how decisions are made of the applicant.

At present, FCC is part of the Lee County Extension Services. Extension Services is supported by both the University of Florida and Lee County as part of the Lee County Parks and Recreation Department. Overall county management rests with the county commissioners who are elected officials. The commissioners approve the contracts from Department of Children and Families. Parks and Recreation provide accounting services including check writing for FCC. This service is under the direction of Cindy Mitar who has extensive experience with Parks and Recreation. Susan Hedge, County Extension Director, oversees the general operations of FCC as well as other Extension programs. She has an Overall Advisory Board that assists her in an advisory capacity.

A Program Manager with responsibilities only for FCC makes daily operational and staffing decisions for Family Connection Center. She accepts new referrals, oversees scheduling, monthly reports and represents FCC in court when subpoenaed. She is also responsible for development, strategic planning, and financial management. Each family has a visitation supervisor assigned. This supervisor is responsible for seeing that the guidelines for supervision are followed and for the monthly reports to DCF and/or the family's attorney.

5. What charitable endeavors does the applicant conduct in Lee County?

- Supervised visitation and parenting education
- Education and referral
- Advocacy for children and their families
- Cooperative effort in monitoring the community service delivery system

6. If the applicant conducts charitable endeavors in places other than Lee County, state the endeavors and where they are conducted.

At this time Family Connection Center conducts charitable endeavors in Lee County. However, FCC has provided consultation to Charlotte, Hendry and Collier county groups already running or interested in starting a supervised visitation program.

- 7. Attach a copy of the Internal Revenue Service document on which applicant relies for its current charitable exemption. (A COPY OF SUCH DOCUMENT MUST BE ATTACHED)**

From 1996-1999, FCC had 501c(3) status. However when FCC became a program under Extension services, this was no longer needed.

Please refer to the attached tax exemption form.

- 8. Is the applicant connected in any way with a church of religious organization?**

While FCC believes that spirituality and religion are important in the lives of families if these families so choose, it is not in any way a church or religious organization.

- 9. If so, state the name and address of such religious organization or church and state in detail the connection between the applicant and the church or religious organization.**

Please refer to question 8. Not applicable.

- 10. State the amount of the grant the applicant desires.**

\$6,978.00 that will be used to purchase monitoring, recording and video equipment.

- 11. Have you requested a grant for this purpose from any other organization? If so, state name and address of organization date of request, date a decision is expected, and amount requested.**

No.

- 12. State in detail the purpose or use to which such grant, if received, shall be put. Include the date or time frame in which applicant intends to achieve such purpose or use and the total budget for such purpose.**

The Department of Children and Families refers an average of 11-13 new families monthly for visitation services. The dependency court typically orders two visits per week per family. Frequency of visitations for domestic violence and family law cases are determined on a case-by-case basis. The contract between DCF and Family Connection Center allows visitations for a minimum of 6 months for families whose goal is reunification and a maximum of 6 months for families whose goal has been changed from reunification to termination of parental rights. If all referrals were accommodated, and all visits occurred as scheduled an estimated total of 5,000 visitations would occur annually. Unfortunately, FCC,

under current funding resources, only has the capacity to conduct 80 visits per month. There is a waiting list. The purpose of the grant request is to obtain equipment so that one visitation supervisor can monitor two visits at one time. This type of visitation would be used only for those visits that do not require intense, one-on-one close supervision. Additionally, Family Connection Center would be able to support its written observations with a visual account in the event of an incident or if required by the court. Use of two one-way mirrors will also allow for the non-intrusive observation of visits by caseworkers and guardians.

The equipment will be ordered when FCC is notified that the request has been granted. FCC will be responsible for maintenance. The amount requested includes purchase and installation of the equipment (The county will be responsible for placement of the one-way mirrors. For additional equipment/costs, please refer to correspondence from Video Specialists, Inc).

13. State the method by which applicant will verify such use or purpose to the Trustee.

The Family Connection Center will provide Foulds Foundation with invoices and photographs of renovations and equipment installed. Additionally FCC will provide the Trustee with statistical data noting the anticipated increase in visitations provided as a result of the use of the equipment. Too, an open house to announce the new equipment is planned and the Trustee will be invited.

14. State the means by which the grant will be given dignified publicity.

A plaque will be placed on the equipment denoting the donation by the Fould's Foundation. Recognition will also be made through the newsletter of the Lee County Extension Services and local media.

15. State the names of the principal governing officials of the applicant and their qualifications and experience.

The Program Manager is a 26-year veteran social work professional who holds a Master's Degree. She is a member of the Academy of Certified Social Workers and a Licensed Clinical Social Worker.

The Extension Services Director, Susan Hedge, has 28 years experience with Extension and holds a Master's Degree in Family and Consumer Sciences. She is certified as a Family Life Educator and Family and Consumer Educator professional.

The members of the Board of County Commissioners are elected officials.

The Advisory Boards are comprised of appointed and elected volunteers.

16. State the amount and percentage of funds applicant raises in Lee County which are spent in Lee County on an annual basis.

The fiscal year for FCC runs 7/01 to 6/30. The budget for the fiscal year ending 6/30/02 was \$158,836. These monies were raised entirely in Lee County from the DCF contracts, court administration funds and private fees. In addition volunteer hours valued at approximately \$9,500.00.

100% of funds are spent in Lee County.



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Consumer's Certificate of Exemption

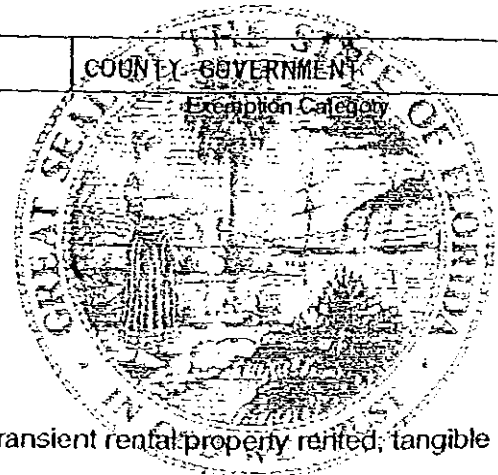
Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 10/99

46-07-052104-53C	08/14/00	08/14/05	COUNTY GOVERNMENT
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

LEE COUNTY BOARD OF COUNTY COMMISSIONERS
2440 THOMPSON ST
FORT MYERS FL 33901-3012



is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.

Video Specialists, Inc.
4391 Colonial Blvd.
Fort Myers, Fl. 33912
Tel 239-278-1349 Fax 239-278-0143

PROPOSAL

TO: Ms. Gail Varley
Family Connections Center
3406 Palm Beach Blvd.
Fl. Myers, Florida

DATE : May 27, 2002

Ms. Varley,

The following are the specifications and costs incurred for the Audio/Video surveillance system that you requested during our meeting. I have designed this system and selected this equipment to give you the best effectiveness for the expenditure based on the functions that you require in order to expand your present facilities and client capacity. I will present this in line item format for your ease of understanding and presentation to those you request funding from. Should you need further assistance in explanation or presentation of this proposal, please contact me and I'll be more than happy to provide any information or demonstration you may require.

ITEM: Recording drive- 1GHZ Processor, 256MB ram, 16xCD/RW drive, 3.5" floppy drive, 56K-v90 modem, Audio card, 60GIG hard drive, Microsoft Win 98 SE OS. And an Additional 60 GIG hard drive.

The cost of this unit as specified is \$1,880.00

ITEM: Geo-Vision 6V-600 controlling software programming set for 6 cameras to allow for the expansion you have planned for the future or to use for coverage of the playground area and parking lot during visits. The only additional costs incurred for this expansion would be the two cameras, cabling, and some labor to install.

The cost of this programming is \$660.00

ITEM: 4 CVC320WP Black & White infrared high-resolution cameras with mounts. The cost for these units is 4 x \$245.00= \$980.00

ITEM: 17" color computer monitor and interface cables.

The cost for these items is \$320.00

ITEM: Cabling, connectors, brackets, fittings and other required items to complete this installation and bring the equipment online is \$378.00

ITEM: Labor to install the above listed equipment and to do all the setup of software and camera networking will be \$1,760.00

The total cost to supply and install this system at your location will be \$5,978.00. The method of payment will be 50% down upon acceptance of this proposal and 50% balance to be paid upon completion of this installation. All manufacturer equipment warranties will be honored and the installation warranty will be for 90 days from date of completion of the installation.

Thank you for your time and consideration of this proposal and we look forward to providing you with a state of the art surveillance system to suit your present and future requirements. If you have any questions, please call me at 278-1349.

Best Regards:


James D. Huffer