

TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS

PERRY, FLORIDA

TUESDAY, SEPTEMBER 19, 2023

IMMEDIATELY FOLLOWING THE 2ND BUDGET PUBLIC HEARING FY 23/24

201 E. GREEN STREET

TAYLOR COUNTY ADMINISTRATIVE COMPLEX

OLD POST OFFICE

THE CHAIR CALLED THE REGULAR MEETING TO ORDER AT 5:23 P.M. THE MEMBERS OF THE BOARD ATTENDED THE MEETING AS FOLLOWS:

<u>DISTRICT</u>	<u>OFFICE</u>	<u>NAME</u>	<u>HOW ATTENDED</u>	<u>PORTION ATTENDED</u>
1	CHAIR	JAMIE ENGLISH	IN PERSON	ALL
2		JIM MOODY	IN PERSON	ALL
3	V-CHAIR	MICHAEL NEWMAN	IN PERSON	ALL
4		PAM FEAGLE	IN PERSON	ALL
5		THOMAS DEMPS	IN PERSON	ALL

A FULL BOARD BEING PRESENT.

COUNTY STAFF ATTENDED THE MEETING AS FOLLOWS:

<u>POSITION</u>	<u>NAME</u>	<u>HOW ATTENDED</u>	<u>PORTION ATTENDED</u>
CO ADMINISTRATOR	LAWANDA PEMBERTON	IN PERSON	ALL
ASST CO ADMIN	MARSHA DURDEN	IN PERSON	ALL
COUNTY ATTORNEY	CONRAD BISHOP	IN PERSON	ALL

COUNTY CONSTITUTIONAL OFFICERS ATTENDED THE MEETING AS FOLLOWS:

<u>POSITION</u>	<u>NAME</u>	<u>HOW ATTENDED</u>	<u>PORTION ATTENDED</u>
CLERK OF COURT	GARY KNOWLES	IN PERSON	ALL
DEPUTY CLERK	SALINA GRUBBS	IN PERSON	ALL

COMMISSIONER DEMPS LED THE BOARD IN PRAYER, FOLLOWED BY THE PLEDGE OF ALLEGIANCE TO THE FLAG. BUSINESS WAS TRANSACTED AS FOLLOWS:

THE CHAIRMAN READ INSTRUCTIONS FOR CONFERENCE CALL-IN LINE.

3. APPROVAL OF AGENDA:

UPON MOTION OF COMMISSIONER DEMPS, WITH SECOND BY COMMISSIONER MOODY, AND BY UNANIMOUS VOTE, THE BOARD APPROVED THE AGENDA FOR THIS DATE, AS FOLLOWS:

ADD AS ITEMS

- 9-A. THE BOARD TO CONSIDER APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) AND TAYLOR COUNTY FOR WATERWAY DEBRIS REMOVAL, AS AGENDAED BY COUNTY ADMINISTRATOR.**
- 9-B. THE BOARD TO CONSIDER APPROVAL OF INTERLOCAL AGREEMENT BETWEEN THE CITY OF PERRY AND TAYLOR COUNTY IN ORDER FOR DEPARTMENT OF TRANSPORTATION TO REMOVE RIGHT OF WAY DEBRIS ON CITY ROADS, AS AGENDAED BY COUNTY ADMINISTRATOR.**
- 9-C. THE BOARD TO CONSIDER APPROVAL OF REQUEST FOR BUDGET AMENDMENT TO THE SHERIFF'S OFFICE BUDGET, AS AGENDAED BY JOHN KETRING, TCSO FINANCE DIRECTOR.**

- 9-D. THE BOARD TO CONSIDER APPROVAL OF TRANSFER FROM GENERAL FUND RESERVE FOR CONTINGENCY FOR SHERIFF'S OFFICE BUDGET AMENDMENT REQUEST, AS AGENDAED BY DANNIELLE WELCH, FINANCE DIRECTOR.**
- 9-E. THE BOARD TO DISCUSS PLACING A MURAL ON THE BUILDING AT HAMPTON SPRINGS PARK.**

CONSENT ITEMS:

- 4. THE BOARD TO CONSIDER APPROVAL OF LEASE AMENDMENT NO. P00023 WITH THE VETERAN'S ADMINISTRATION, AS AGENDAED BY LAWANDA PEMBERTON, COUNTY ADMINISTRATOR.**
- 5. THE BOARD TO CONSIDER APPROVAL OF CHANGE ORDER #1 FOR REHABILITATION WORK THROUGH THE SHIP PROGRAM AND APPROVAL FOR EXCEEDING THE COST LIMITS FOR THE SHIP LOCAL HOUSING ASSISTANCE PLAN FOR THE HOME OF JAMES AND IDA CHESTER, AS AGENDAED BY JAMI EVANS, GRANTS COORDINATOR.**
- 6. THE BOARD TO CONSIDER APPROVAL OF BY-LAWS FOR 2023-2024 FOR THE LOCAL COORDINATING BOARD (LCB) FOR THE TRANSPORTATION DISADVANTAGED, AS AGENDAED BY THE GRANTS COORDINATOR.**
- 7. THE BOARD TO CONSIDER APPROVAL OF GRIEVANCE PROCEDURES FOR FY 2023-2024 FOR THE LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED, AS AGENDAED BY THE GRANTS COORDINATOR.**
- 8. THE BOARD TO CONSIDER APPROVAL OF ANNUAL CORE CONTRACT BETWEEN THE FLORIDA DEPARTMENT OF HEALTH AND THE TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS, AS AGENDAED BY TONYA HOBBY, TAYLOR COUNTY HEALTH DEPARTMENT ADMINISTRATOR.**
- 9. THE BOARD TO CONSIDER APPROVAL OF THE REMOVAL OF FIXED ASSETS DISPOSITIONS, AS AGENDAED BY THE CLERK OF COURT.**

MOTION TO APPROVE CONSENT ITEM NOS. FOUR (4), SIX (6) THROUGH NINE (9). TABLE NO. FIVE (5).

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY			X			
NEWMAN			X			
FEAGLE	X		X			
DEMPS		X	X			

MOTION CARRIED BY UNANIMOUS VOTE.

ATTACHMENTS: FIXED ASSETS DISPOSITIONS, ANNUAL CORE CONTRACT, GRIEVANCE PROCEDURES FY 2023/2024, 2023/2024 BY-LAWS FOR THE LCB, CHANGE ORDER #1, LEASE AMENDMENT NO. P00023

9-A. THE BOARD TO CONSIDER APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) AND TAYLOR COUNTY FOR WATERWAY DEBRIS REMOVAL, AS AGENDAED BY COUNTY ADMINISTRATOR.

MOTION TO APPROVE MEMORANDUM AGREEMENT

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY			X			
NEWMAN	X		X			
FEAGLE			X			
DEMPS		X	X			

MOTION CARRIED BY UNANIMOUS VOTE.

ATTACHMENTS: MEMORANDUM AGREEMENT

9-B. THE BOARD TO CONSIDER APPROVAL OF INTERLOCAL AGREEMENT BETWEEN THE CITY OF PERRY AND TAYLOR COUNTY IN ORDER FOR DEPARTMENT OF TRANSPORTATION TO REMOVE RIGHT OF WAY DEBRIS ON CITY ROADS, AS AGENDAED BY COUNTY ADMINISTRATOR.

COUNTY ADMINISTRATOR-FDOT IS REQUESTING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF PERRY AND TAYLOR COUNTY IN ORDER FOR FDOT TO REMOVE RIGHT OF WAY DEBRIS ON THE CITY ROADS.

MOTION TO APPROVE THE INTERLOCAL AGREEMENT.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY			X			
NEWMAN			X			
FEAGLE	X		X			
DEMPS		X	X			

MOTION CARRIED BY UNANIMOUS VOTE.

ATTACHMENTS: INTERLOCAL AGREEMENT

9-C. THE BOARD TO CONSIDER APPROVAL OF REQUEST FOR BUDGET AMENDMENT TO THE SHERIFF'S OFFICE BUDGET, AS AGENDAED BY JOHN KETRING, TCSO FINANCE DIRECTOR.

CLERK-PAYROLL IS HIGHER DUE TO OVERTIME PAY DURING THE HURRICANE, AND THEREFORE THE SHERIFF'S OFFICE IS REQUESTING A BUDGET AMENDMENT.

MOTION TO APPROVE SHERIFF'S OFFICE BUDGET AMENDMENT.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY	X		X			
NEWMAN		X	X			
FEAGLE			X			
DEMPS			X			

MOTION CARRIED BY UNANIMOUS VOTE.

9-D. THE BOARD TO CONSIDER APPROVAL OF TRANSFER FROM GENERAL FUND RESERVE FOR CONTINGENCY FOR SHERIFF'S OFFICE BUDGET AMENDMENT REQUEST, AS AGENDAED BY DANNIELLE WELCH, FINANCE DIRECTOR.

MOTION TO APPROVE TRANSFER FROM GENERAL FUND RESERVE FOR CONTINGENCY FOR SHERIFF'S BUDGET.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY	X		X			
NEWMAN		X	X			
FEAGLE			X			
DEMPS			X			

MOTION CARRIED BY UNANIMOUS VOTE.

GENERAL BUSINESS

9-E. THE BOARD TO DISCUSS PLACING A MURAL ON THE BUILDING AT HAMPTON SPRINGS PARK.

JT DAVIS- THE SCHOOL WOULD LIKE TO GIVE BACK TO THE COMMUNITY WITH PAINTING A MURAL ON THE SIDE OF THE BUILDING AT HAMPTON SPRING PARK. IF IT GETS VANDALIZED, WE WILL FIX THE PAINTING.

COMMISSIONER FEAGLE- REQUEST TO BRING A PICTURE OF WHAT THEY ARE TO PAINT BACK TO THE BOARD.

MOTION TO APPROVE PLACING A MURAL ON THE BUILDING AT HAMPTON SPRINGS PARK.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY		X	X			
NEWMAN			X			
FEAGLE	X		X			
DEMPS			X			

MOTION CARRIED BY UNANIMOUS VOTE.

COUNTY STAFF ITEMS:

10. THE BOARD TO CONSIDER APPROVAL OF FLORIDA MUNICIPAL INSURANCE TRUST FIREFIGHTER CANCER BENEFIT PROGRAM, AS AGENDAED BY DAN CASSEL, FIRE CHIEF.

FIRE CHIEF-IF A FIREFIGHTER IS DIAGNOSED WITH A LISTED CANCER, IT'S PRESUMED THAT IT IS WORK RELATED DUE TO THE SMOKE. THE EMPLOYEE IS GUARANTEED CERTAIN BENEFITS INCLUDING A ONE-TIME CASH PAYOUT OF \$25,000 UPON INITIAL DIAGNOSIS AND \$75,000 SUM WILL BE PAID IF THE FIREFIGHTER DIES AS A RESULT OF CANCER. THE FMIT CANCER BENEFIT PROGRAM COVERS THE INITIAL PAYOUT AND DEATH PAYOUT.

COUNTY ADMINISTRATOR- HOW MANY YEARS OF SERVICE DO YOU NEED TO QUALIFY?

FIRE CHIEF-5 YEARS CONTINUED SERVICE.

MOTION TO APPROVE FLORIDA MUNICIPAL INSURANCE TRUST FIREFIGHTER CANCER BENEFIT PROGRAM.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH			X			
MOODY		X	X			
NEWMAN			X			
FEAGLE	X		X			
DEMPS			X			

MOTION CARRIED BY UNANIMOUS VOTE.

11. THE BOARD TO DISCUSS VOLUNTEER FIREFIGHTER PROGRAM, AS AGENDAED BY THE FIRE CHIEF.

FIRE CHIEF- WE HAVE APPLIED FOR THE SAFER GRANT AND WE ARE STILL WAITING TO BE AWARDED. WE HAD ONE STUDENT FOR THE PROGRAM, BUT HE IS CURRENTLY NOT ATTENDING CLASS DUE TO SCHEDULING CONFLICTS WITH WORK. WE MAY NEED TO HOLD OFF ON THE PROGRAM UNTIL WE GET THE SAFER GRANT.

COMMISSIONER FEAGLE- WHEN DO YOU SUGGEST TO START ANOTHER PROGRAM, AFTER THE SAFER GRANT IS RECEIVED?

FIRE CHIEF- NOT UNTIL AFTER THE NEW YEAR.

BRING BACK TO THE BOARD AFTER NOTIFICATION OF THE SAFER GRANT.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH						
MOODY						
NEWMAN						
FEAGLE						
DEMPS						

COUNTY ADMINISTRATOR ITEMS:

12. THE COUNTY ADMINISTRATOR TO DISCUSS INFORMATIONAL ITEMS.

COUNTY ADMINISTRATOR- I HAVE REACHED OUT TO THE WHITE HOUSE AND THE GOVERNOR'S OFFICE WITH THE GP MILL CLOSURE. I WILL KEEP THE BOARD INFORMED OF RESPONSES.

COMMISSIONER FEAGLE- REQUEST TO HAVE THE GOVERNOR AND PRESIDENT TO DECLARE AN ECONOMIC EMERGENCY.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH						
MOODY						
NEWMAN						
FEAGLE						
DEMPS						

13. COMMENTS AND CONCERNS FROM THE PUBLIC FOR NON-AGENDAED ITEMS:

THERE WERE NO COMMENTS OR CONCERNS.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH						
MOODY						
NEWMAN						
FEAGLE						
DEMPS						

14. BOARD INFORMATIONAL ITEMS:

COMMISSIONER FEAGLE- SHADY GROVE ROLL-OFF SITES WERE NOT OPEN TODAY.

COMMISSIONER DEMPS- CALLED FOR ANOTHER CABLE COMPANY TO COME IN TO PROVIDE SERVICES.

COMMISSIONER NEWMAN-HOW WERE THE FEMA SITES PICKED?

COUNTY ADMINISTRATOR- I AM NOT SURE HOW THEY WERE PICKED.

COMMISSIONER MOODY- I HAD SOME COMPLAINTS ABOUT AERIAL SPRAYING FOR MOSQUITOES.

CHAIR ENGLISH-WE CAN'T STOP THE MILL FROM CLOSING, BUT WE CAN HELP FIND A BUYER AND HELP EMPLOYEES FIND OTHER JOBS.

COMMISSIONER	MOTION	SECOND	YEA	NAY	ABSENT	ABSTAIN
ENGLISH						
MOODY						
NEWMAN						
FEAGLE						
DEMPS						

THE HOUR BEING APPROXIMATELY 6:45 P.M., AND THERE BEING NO FURTHER BUSINESS, COMMISSIONER DEMPS MADE A MOTION, WITH A SECOND BY COMMISSIONER FEAGLE, TO ADJOURN. THE MOTION TO ADJOURN PASSED BY UNANIMOUS VOTE OF THE BOARD, SUBJECT TO CALL.

BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA

BY: _____
JAMIE ENGLISH, CHAIR

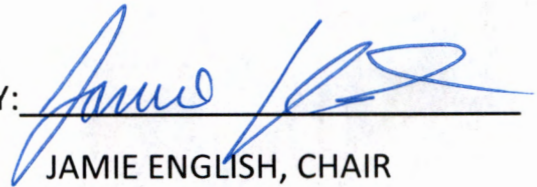
ATTEST:

BY: _____
SALINA GRUBBS, D.C. FOR
GARY KNOWLES, CLERK

THE HOUR BEING APPROXIMATELY 6:45 P.M., AND THERE BEING NO FURTHER BUSINESS, COMMISSIONER DEMPS MADE A MOTION, WITH A SECOND BY COMMISSIONER FEAGLE, TO ADJOURN. THE MOTION TO ADJOURN PASSED BY UNANIMOUS VOTE OF THE BOARD, SUBJECT TO CALL.

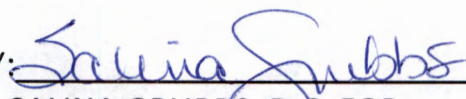
BOARD OF COUNTY COMMISSIONERS
TAYLOR COUNTY, FLORIDA

BY: _____


JAMIE ENGLISH, CHAIR

ATTEST:

BY: _____


SALINA GRUBBS, D.C. FOR
GARY KNOWLES, CLERK

US DEPARTMENT OF VETERANS AFFAIRS

LEASE AMENDMENT NO. P00023

LEASE AMENDMENT

TO LEASE NO. VA248-13-L-0077

ADDRESS OF PREMISES

PERRY VA CLINIC
1224 NORTH PEACOCK AVENUE
none
none
PERRY FL 32347

THIS AMENDMENT is made and entered into between
TAYLOR, COUNTY OF
whose address is

201 E GREEN ST

PERRY FL 32347

hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:
WHEREAS, the parties hereto desire to amend the above Lease.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby
acknowledged, covenant and agree that the said Lease is amended, effective 10-01-2023 as follows:

In accordance with GSAR 570.401, Renewal Options, this Supplemental Lease Agreement is issued to exercise the Lease
option year four (4) out of five (5) from October 1, 2023 through September 30, 2024 at the annual rate of
\$12,854.28 for the 1,586 net usable square feet for the leased property above. Monthly lease
payments will be paid in arrears.

Notwithstanding anything to the contrary, contained in this Lease, the Government may terminate this Lease,
in whole or in part by giving a 60 days written notice to the Lessor. The effective date of such termination shall
be the first calendar day occurring after such 90 days. If this Lease is terminated, the Government shall be liable
only for rent payments due and owing to the Lessor prior to, but not including, the effective date of termination.

All other terms and conditions remain the same.

This Lease Amendment contains 1 pages.

All other terms and conditions of the lease shall remain in force and effect.

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

Signature: *Samie English*Name: Samie EnglishTitle: Chairman

Entity Name: _____

Date: 9/19/23

FOR THE GOVERNMENT:

Signature: _____

Name: Sibyl GrahamTitle: Lease Contracting Officer

Department of Veterans Affairs

Date: _____

SIBYL

SIBYL GRAHAM

2023.09.06

GRAHAM 07:49:21 -04'00'

WITNESSED FOR THE LESSOR BY:

Signature: *Gary Knowles*Name: Gary KnowlesTitle: ClerkDate: 9/19/23

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:


The Board to consider the approval of lease amendment No. P00023 with the Veteran's Administration.

MEETING DATE REQUESTED:

September 19, 2023

Statement of Issue: To continue VA clinic lease

Recommended Action: Approve

Fiscal Impact: \$12,854.28 lease received

Budgeted Expense: Yes

Submitted By: LaWanda Pemberton, County Administrator

Contact: 850-838-3500 ext. 6

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: These supplemental agreements are for years 1 and 4 of 5 year lease option for leasing of the VA Clinic in Perry. This clinic provides VA services directly in Taylor County.

Options: Approve/ Not Approve

Attachments: Supplemental agreement

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:

Board to approve Change Order #1 in the amount of \$7,704.00 to the contract for rehabilitation work through the SHIP Program for the home of James and Ida Chester.
Board also to approve exceeding the arbitrary cost limits for the SHIP Local Housing Assistance Plan (LHAP).

MEETING DATE REQUESTED:

September 19, 2023

Statement of Issue:

Board to approve Change Order #1 in the amount of \$7,704.00 to the contract for rehabilitation work through the SHIP Program for the home of James and Ida Chester. Board also to approve exceeding the arbitrary cost limits for the SHIP Local Housing Assistance Plan (LHAP).

Recommended Action:

Approve change order and approve exceeding the cost limits in the SHIP LHAP.

Fiscal Impact:

N/A. The change order will be 100% funded through the SHIP Program.

Budgeted Expense:

Not Applicable

Submitted By:

Jami Evans, Grants Coordinator

Contact:

Jami Evans

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: On August 14, 2023, Mr. Chester contacted the contractor and advised him that the current A/C unit stopped working. The contractor had an A/C company inspect the unit. They determined it is leaking refrigerant at the evaporator coil and recommend replacing it as it is 12 years old. The new system will have a 1 year labor warranty and 10 year parts warranty.

Attachments:

Change Order #1

TAYLOR COUNTY
STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM
CONTRACT FOR REHABILITATION WORK
CHANGE ORDER #1

Owner: James and Ida Chester

Contractor: Jerry Walters Construction, Inc.

Job Address: 1310 S. Sparrow Street - Perry, FL 32348

The Contract for Rehabilitation Work entered into on August 1, 2023, by and between the above Owner and Contractor and approved by the local government, is hereby amended to include the following changes, additions and/or deletions to the work (attach additional sheets if needed):

Item #	Spec #	Description of Work	Location	Price
		Replace HVAC System		6420.00
		20%		1284.00
			TOTAL	7704.00

This Change Order hereby becomes an integral part of the Contract, pursuant the Contract. The Contract amount is hereby amended by \$ 7704.00 for a new total of \$ 64994.00

The additional cost will be covered by \$ _____ in private funds and \$ 7704.00 in SHIP funds.
The work completion deadline: ☒ is not extended; _____ is extended to _____.


☒ Occupancy of the structure will be as originally contracted;
_____ The structure will be vacant for an additional _____ days.

Jerry Walters 8/23/23
Contractor/Date

James B. Chester
Owner/Date

JP 08/25/2023
Housing Rehab. Spec./Date

James
Local Government Represent./Date

TAYLOR COUNTY BOARD OF COMMISSIONERS	
<i>County Commission Agenda Item</i>	
SUBJECT/TITLE:	Board to review and approve the By-Laws for 2023-2024 for the Local Coordinating Board (LCB) for the Transportation Disadvantaged.
	
MEETING DATE REQUESTED:	September 19, 2023

Statement of Issue: Board to review and approve the By-Laws for 2023-2024 for the Local Coordinating Board for the Transportation Disadvantaged.

Recommended Action: Approve LCB By-Laws for 2023-2024

Budgeted Expense: Not Applicable

Submitted By: Jami Evans, Grants Coordinator

Contact: Jami Evans

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The terms of the Transportation Disadvantaged Planning Grant require the Local Coordinating Board for the Transportation Disadvantaged to maintain By-Laws and update them on an annual basis. The agencies and groups represented on the LCB are a requirement of the Florida Commission for the Transportation Disadvantaged.

Attachments: 2023-2024 By-Laws for the LCB

Taylor County
Transportation Disadvantaged
Local Coordinating Board
By-Laws 2023-2024



Updated September 19, 2023

Pam Feagle, Chairman
Local Coordinating Board of the Transportation Disadvantaged

OUR MISSION: To ensure the availability of efficient, cost-effective, and quality transportation services for transportation disadvantaged persons.

Our Vision and Values: To provide the best possible transportation services to the transportation disadvantaged population, providing a viable program to assist in the improvement of the quality of life of our citizens.

SECTION 1: PREAMBLE

The following sets forth the by-laws which shall serve to guide the proper functioning of the Taylor County Transportation Disadvantaged Local Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code (FAC), LCB and Planning Agency Operating Guidelines (August 2017) and subsequent laws setting forth requirements for the coordination of transportation services to the transportation disadvantaged. The by-laws also adhere to the policies and procedures as set forth by the Taylor County Board of County Commissioners for County appointed and approved Committees and Advisory Boards.

SECTION II: NAME AND PURPOSE OF BOARD

- A. Name.** The name of the Coordinating Board shall be the **Taylor County Transportation Disadvantaged Local Coordinating Board (LCB)**, hereinafter referred to as the Board.
- B. Purpose.** The purpose of the Board is to identify local service needs, assist in planning for said needs, assist with the selection and annual review of a Community Transportation Coordinator (CTC), provide information, advice, and direction to the CTC on the provision of services to the transportation disadvantaged and assist in the development of the local Transportation Disadvantaged Service Plan (TDSP).

SECTION III: MEMBERSHIP, APPOINTMENT, TERM OF OFFICE, AND TERMINATION OF MEMBERSHIP

- A. Voting Members.** In accordance with Chapter 427.0157, Florida Statutes, all members of the Board shall be appointed by and/or approved by the Taylor County Board of County Commissioners.

The following agencies or groups shall be represented on the Board as voting members:

1. A County Commissioner or other elected official from the service area.
2. A local representative from the Florida Department of Transportation.
3. A local representative from the Florida Department of Children and Family Services.
4. A person over sixty (60) years of age representing the elderly in the county.
5. The County's Veterans Service Officer or a person recommended by the local Veterans Service Officer representing the Veteran's in the County.
6. A local representative for children at risk.
7. A local representative from the Florida Department of Elder Affairs.

8. A representative of the Regional Workforce Development Board (Career Source of North Florida.)
 9. A representative of the local medical community (local health department, long term care facilities, hospitals, assisted living facilities, kidney dialysis centers, etc.)
 10. A person representing the disabled of the county.
 11. A representative of the public education community which could include but not be limited to, a representative of the local School Board, school transportation services, or Head Start where the school district is responsible.
 12. A person who is recognized by the Florida Association for Community Action representing the economically disadvantaged.
 13. Two citizens advocate representatives with one who uses the transportation services as their primary means of transportation.
 14. A representative of the Florida Agency for Health Care Administration.
- B. Alternate Members.** The designated agencies shall name one (1) alternate who may vote only in the absence of that member on a one-vote-per-member basis.
- C. Technical Advisors - Non-voting Members.** Additional non-voting members may be appointed by the Board of County Commissioners or by majority vote of the LCB to provide technical advice as necessary.
- D. Terms of Appointment.** Except for the Chairperson and agency representative, the members of the board shall be appointed for three (3) year terms. Members may be reappointed if requested by the agency or group the member is representing and if approved by the Board of County Commissioners. Terms are staggered to prevent a significant turnover during a particular period.
- E. Termination of Membership.** Any member of the Board may resign at any time by notice in writing to the LCB Chairman. If the member is from an Agency required by the Florida Commission for the Transportation Disadvantaged, the Agency shall be responsible for appointing a new member and their alternate. The Planning Grant Manager shall be notified by the Agency as to the new appointment(s). Attendance is required at scheduled meetings, except for reasons of an unavoidable nature. In each instance of an unavoidable absence, the member should ensure their alternate will attend. The Board of County Commissioners upon recommendation of the Planning Grant Manager shall review and consider rescinding the appointment of any voting member of the Board who fails to attend three (3) consecutive meetings. The County/Planning Agency shall maintain an attendance roster for each LCB meeting. This roster shall be submitted to the TD Commission with each quarterly report. The Taylor County LCB will follow the Advisory Committee Attendance Policy approved by the Taylor County Board of County Commissioners and guidelines of the Florida Commission for the Transportation Disadvantaged.

SECTION IV: OFFICERS AND DUTIES

- A. Number.** The officers of the Local Coordinating Board shall be a Chairperson and a Vice-Chairperson.
- B. Chairperson.** The Chairperson shall preside at all meetings, and in the event of his/her absence, or at his/her direction; the Vice-Chairperson shall assume the duties and powers of the Chairperson. The Chairperson will be the appointee of the Taylor County Board of County Commissioners. The Chairperson will serve until their elected term of office expires or otherwise replaced by the Board of County Commissioners. The Chairperson is responsible for the minutes of the meeting and for all meeting notices and agendas. The Chairperson shall work closely with the Planning Grant Manager planning meetings, reviewing required submissions under the terms of the grant contracts, and other meetings or events required for the Local Coordinating Board to be effective and in compliance with the Florida Commission for the Transportation Disadvantaged rules and regulations.
- C. Vice-Chairperson.** The Local Coordinating Board shall hold an organizational meeting each year for the purpose of electing a Vice-Chairperson. The Vice-Chairperson shall be elected by a majority vote of a quorum of the members of the Board and voting at the organizational meeting. The Vice-Chairperson shall serve for a term of one year starting at the following meeting. LCB members can serve more than one term as Vice-Chairperson, but not for consecutive terms. The annual organizational meeting is held at the 1st quarter meeting in (normally September) to elect a Vice-Chairperson for the upcoming new fiscal/grant reporting year. If there is a tie vote for the Vice-Chairperson at the organizational meeting, a coin toss will be exercised at that time to determine the Vice-Chairperson.

SECTION V: BOARD MEETINGS

- A. Regular Meetings.** The Board shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, Florida Statutes, the Board shall meet at least quarterly. The Board currently meets in September, December, March and June in concurrence with the State of Florida and Commission for the Transportation Disadvantaged fiscal year.
- B. Meeting Standards.** All meetings including committee meetings shall function under the "Government in the Sunshine Law". All meetings will provide an opportunity for public comment.
- C. Parliamentary Procedures.** The Local Coordinating Board will conduct business using parliamentary procedures as set forth and followed by the Taylor County Board of County Commissioners.
- D. Quorum and Voting.** At all meetings of the Board, the presence in person of a majority of voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. In the absence of a quorum, those present may without notice, other than by announcement at the meeting, recess the meeting from time to time, until a

quorum may be present. A quorum shall consist of at least 5 members of the Board. At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these by-laws, shall be decided by the vote of a majority of the members of the Board present. Roll Call votes will be held and documented when needed. As required by Chapter 286.012, all Board members, including the Chairperson of the Board, must vote on all official actions taken by the Board unless there appears to be a possible conflict of interest with a member or members of the Board. Prior to the vote being taken, member(s) must publicly state to the Board the nature of his or her interest in the matter on which the vote is taken. Within fifteen days of the vote, the member(s) shall disclose the nature of his or her interest as public record.

- E. Notice of Meetings.** Notices and tentative agenda packages shall be sent to all Board Members, other interested parties, and the largest circulating newspaper in the designated area at least one week prior to the Board meeting. Such notice shall state the date, time, and the place of the meeting.

SECTION VI: STAFF

- A. General.** The County Commission shall provide the Local Coordinating Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in Chapter 427.0157 Florida Statutes and the Local Coordinating Board and Planning Agency Operating Guidelines (August 2017). These responsibilities include providing sufficient staff to manage and oversee the operations of the local program, assist in scheduling meetings, preparing meeting agenda packets, and other necessary administrative duties as required by the Local Coordinating Board within the limit of resources available.

SECTION VII: BOARD DUTIES

- A. Board Duties.** The Local Coordinating Board member duties, with the assistance of the Planning Grant staff, shall include but not be limited to duties as specified in Chapter 427, Florida Statutes and Rule 41-2. FAC.
1. Maintain official meeting minutes, including an attendance roster, reflecting official action and provide a copy to the State Commission and maintain a copy in the County Planning Grant Managers files.
 2. Review and approve the selection of the Community Transportation Coordinator (CTC) and the Memorandum of Agreement between the CTC and the TD Commission.
 3. Annually review, make recommendations, and approve the Transportation Disadvantaged Service Plan (TDSP) and annual updates to the TDSP. Ensure all appropriate parties are included in the process including the public, the planning agency, and the CTC.
 4. Annually evaluate the CTC's performance in general and relative to insurance, safety requirements and standards as referenced in Rule 41-2, 006, FAC, and results of standards in the most recent TDSP. The LCB shall set an annual percentage goal increase (or establish a percentage) for the number of trips

provided within the system to be on public transit where such services are available. (There is currently no other public transit service in Taylor County). The LCB shall utilize the Commission's Quality Assurance Performance Evaluation Tool to evaluate the performance of the CTC. This evaluation Tool and Summary will be submitted to the Commission upon approval by the LCB.

5. In cooperation with the CTC, review and provide recommendations to the Commission and the Taylor County Board of County Commissioners, on all applications for local government, state or federal funds relating to transportation of the transportation disadvantaged in the designated service area to ensure that any expenditures within the designated service area are provided in the most cost effective and efficient manner (427.0157(3), FS). The accomplishment of this requirement shall include the development and implementation of a process by which the Local Coordinating Board and CTC have an opportunity to become aware of any federal, state, or local government funding requests and provide recommendations regarding the expenditure of such funds. Such funds may include expenditures for operating, capital, or administrative needs. Such a process should include at least:
 - A. The review of applications to ensure that they are consistent with the TDSP. This review shall consider:
 - a. The need for the requested funds or services;
 - b. Consistency with local government comprehensive plans;
 - c. Coordination with local transit agencies, including the CTC;
 - d. Consistency with the TDSP;
 - e. Whether such funds are adequately budgeted amounts for the services expected; and,
 - f. Whether such funds will be spent in a manner consistent with the requirements of coordinated transportation laws and regulations.
 - B. Notify the Commission of any unresolved funding requests without delays in the application process.
6. When requested, assist the CTC in establishing eligibility guidelines and trip priorities.
7. Review coordination strategies for service provision to the transportation disadvantaged in the designated service area to seek innovative ways to improve cost effectiveness, efficient, safety, operating hours, and types of service in an effort to increase ridership to a broader population (427.0157(5) FS). Such strategies should include:
 - A. Evaluation of multi county or regional transportation opportunities. Supporting inter- and intra-county agreements to improve coordination as a way to reduce costs for service delivery, maintenance, insurance, or other identified strategies; and
 - B. Seeking the involvement of the private and public sector, volunteers, public transit, school districts, elected officials, and others in any plan for improved service delivery.

8. Appoint a Grievance Committee to serve as mediators to process and investigate complaints from agencies, users, potential users of the system, and the CTC in the County designated service area. The committee will make recommendations to the Board and address issues in a timely manner. Grievance procedures approved by the Local Coordinating Board and the Board of County Commissioners and in compliance with the Transportation Disadvantaged Commission standards, shall be followed.
9. Annually review coordination contracts (if applicable) to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available (41-2.008(3) FAC).
10. Annually hold a minimum of one (1) public hearing/workshop. This must be a separate meeting from a quarterly LCB meeting and must have its own agenda and minutes, for the purpose of receiving input on unmet needs or other issues that relate to local transportation services.
11. All LCB members will be trained in and comply with the requirements of Section 112.3143, Florida Statutes, concerning voting conflicts of interest (41-2.012(5)(d) FAC).
12. Work cooperatively with regional workforce development boards established in Chapter 445 to provide assistance in the development of innovative transportation services for participants in the welfare transition program (427.0157(7), FS).

SECTION VIII: COMMITTEES

- A. Committees.** Committees shall be designated by the Chairperson as necessary to investigate and report on specific subject areas of interest to the Local Coordinating Board and to deal with administrative and legislative procedures.

SECTION IX: COMMUNICATIONS WITH OTHER ENTITIES AND AGENCIES

- A. General.** The Board of County Commissioners authorizes the Local Coordinating Board to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with Rule 41-2 FAC.


SECTION X: CERTIFICATIONS

The undersigned hereby certifies that the Taylor County Board of County Commissioners has reviewed and approved a full, true, and correct copy of the By-Laws of the Local Coordinating Board of the Transportation Disadvantaged on the 19th day of September, 2023.


Jamie English, Chairman
Taylor County Board of County Commissioners

The undersigned hereby certified that the Local Coordinating Board has reviewed and approved a full, true, and correct copy of the By-Laws on the 21st day of September, 2023.

Pam Feagle, Chairman
Local Coordinating Board for the
Transportation Disadvantaged

TAYLOR COUNTY BOARD OF COMMISSIONERS	
County Commission Agenda Item	
SUBJECT/TITLE:	Board to review and approve Grievance Procedures for FY 2023-2024 for the Local Coordinating Board for the Transportation Disadvantaged.
	
MEETING DATE REQUESTED:	September 19, 2023

Statement of Issue: Board to review and approve the Grievance Procedures for FY 2023-2024 for the Local Coordinating Board (LCB) for the Transportation Disadvantaged.

Recommended Action: Approve the FY 2023-2024 Grievance Procedures for the Taylor County Transportation Disadvantaged Program.

Budgeted Expense: Not Applicable

Submitted By: Jami Evans, Grants Coordinator

Contact: Jami Evans

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The terms of the Transportation Disadvantaged Planning Grant require the Local Coordinating Board for the Transportation Disadvantaged to maintain Grievance Procedures and update them on an annual basis. The Grievance Procedures are in full compliance with the Florida Commission for the Transportation Disadvantaged Grievance Procedures.

Attachments: Grievance Procedures FY 2023-2024



GRIEVANCE PROCEDURES 2023 – 2024
TAYLOR COUNTY LOCAL COORDINATING BOARD
FOR THE TRANSPORTATION DISADVANTAGED
Updated September 19, 2023

The Taylor County Local Coordinating Board (LCB) for the Transportation Disadvantaged appointed by the Taylor County Board of County Commissioners has established formal complaint/grievance procedures for the local transportation disadvantaged program. The County is required to have formal complaint/grievance procedures as specified by the Commission for the Transportation Disadvantaged pursuant to Chapter 427, Florida Statute and Rule 41-2.012, Florida Administrative Code (F.A.C) and the Local Coordinating Board and Planning Agency Operating Guidelines (August 2017). The Grievance Procedures are in compliance with Florida Commission for the Transportation Disadvantaged Local Grievance Guidelines for Transportation Disadvantaged Services (February 2010) and Florida Commission Transportation Disadvantaged Grievance Procedures (May 2015). The following rules and procedures shall constitute the grievance process to be used by the Coordinated Community Transportation Disadvantaged system in Taylor County.

SECTION 1. DEFINITIONS

As used in these rules and procedures the following words and terms shall have the meanings assigned therein. Additional program definitions can be found in Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code.

- 1.1 Community Transportation Coordinator (CTC): means a transportation coordinator recommended by an appropriate Designated Official Planning Agency or a Metropolitan Planning Organization, if so applicable, as provided for in Section 427.015(1), Florida Statutes in an area outside the purview of a Metropolitan Planning Organization and approved by the Commission, to ensure that coordinated transportation services are provided to serve the transportation disadvantaged population in a designated service area. (The CTC for Taylor County is Big Bend Transit, Inc.)
- 1.2 Designated Official Planning Agency (DOPA): means the official body or agency designated by the Commission to fulfill the functions of transportation disadvantaged planning in areas not covered by a Metropolitan Planning Organization and approved by the Commission, to ensure that coordinated transportation services are provided to serve the transportation disadvantaged population in a designated service area. (Taylor County Board of County Commissioners is the DOPA for Taylor County.)
- 1.3 Transportation Disadvantaged (TD) (User): means “Those persons who because of physical or mental disability, income status, age, or who for other reasons are unable to transport themselves or to purchase transportation and are, therefore, dependent on others to obtain access to employment, health care, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high risk or at-risk” as defined in Section 411.202, Florida Statutes.
- 1.4 Agency: means an official, officer, commission, authority, council, committee, department, division, bureau, board, section, or any other unit or entity of the state or of a city, town, municipality, county, or other local governing body or a private nonprofit entity providing transportation services as all or part of its charter.

- 1.5 Transportation Operator: means one or more public, private for profit or private nonprofit entities engaged by the community transportation coordinator to provide service to transportation disadvantaged persons pursuant to a Transportation Disadvantaged Service Plan (TDSP)
- 1.6 Service Complaint: Means routine incidents that occur on a daily basis, are reported to the driver or dispatcher, or to other individuals involved with the daily operations, and are resolved within the course of a reasonable time period suitable to the complainant. Local service complaints are driven by the inability of the Community Transportation Coordinator (CTC) or transportation operators, not local service standards established by the Community Transportation Coordinator, Local Coordinating Board, and the Taylor County Board of County Commissioners. Big Bend Transit is both the CTC and the operator. Big Bend Transit does not use outside operators at this time. All service complaints shall be recorded and reported by the CTC to the LCB.
- 1.7 Formal Grievance: A written complaint to document any concerns or an unresolved service complaint regarding the operation or administration of TD services by the CTC, DOPA, or LCB. The Grievant, in their formal complaint, should demonstrate or establish their concerns as clearly as possible.
- 1.8 Administrative Hearing Process: Chapter 120, Florida Statutes.
- 1.9 Ombudsman Program: A toll-free telephone number established and administered by the Commission for the Transportation Disadvantaged to enable persons to access information and/or file complaints/grievances regarding transportation services provided under the coordinated effort of the Community Transportation Coordinator.

SECTION 2. OBJECTIVES

- 2.1 The objective of the grievance process shall be to serve as a mediator to hear and investigate and make recommendations in a timely manner on formal written complaints/grievances that are not resolved between the CTC and/or individual agencies working with the CTC and the customer. It is not the objective of the grievance process to “adjudicate” or have “determinative” powers. The objective shall be to assist in providing a resolution for the improvement of services.
- 2.2 The CTC, and its service operation and other subcontractors must post the contact person’s name and telephone number in each vehicle regarding the reporting of complaints.
- 2.3 Rider brochures and other rider documents shall provide information on the complaint and grievance process including the TD Helpline Service when local resolution does not occur.
- 2.4 All materials pertaining to the grievance process will be made available, upon request, in a format accessible to all citizens including persons with disabilities.
- 2.5 A written copy of the grievance procedure shall be available to anyone upon request. The request shall be made to the CTC, Official Planning Agency, or the Commission for the Transportation Disadvantaged.

2.6 Apart from this grievance process, aggrieved parties with proper standing may also have recourse through Chapter 120, Florida Statutes Administrative Hearing Process or the judicial court system.

SECTION 3. COMPOSITION OF GRIEVANCE COMMITTEE AND TERMS

3.1 The Taylor County Local Coordinating Board shall appoint five (5) of its voting members to the Grievance Committee. The Grievance Committee will serve as a mediator to process and investigate complaints from agencies, users, potential users of the system, and the CTC in the designated service area and make recommendations to the LCB.

3.2 Members shall be appointed by the Chairperson of the LCB.

3.3 The Grievance Committee shall include one representative of client/rider.

3.4 The Chairperson of the LCB reserves the right to make reappointments should any conflict of interest arise.

3.5 The Planning Grant Manager or his/her designee shall also serve on the Grievance Committee.

3.6 Members of the Grievance Committee shall be appointed for a two (2) year term. Term limits of the grievance committee shall coincide with term limits of the Local Coordinating Board if applicable.

3.7 A member of the Grievance Committee may be removed for cause and/or conflict of interest by the LCB Chairperson who appointed him/her. Vacancies on the committee shall be filled in the same manner as the original appointment. The appointment to fill a vacancy shall only be for the remainder of the unexpired term being filled.

3.8 The Grievance Committee shall elect a Chairperson and Vice-Chairperson. The Chair and Vice-Chair shall serve for a one (1) year term but may serve consecutive terms.

3.9 A quorum of three (3) voting members shall be required for official action by the grievance committee. Meetings shall be held at such times as the necessitated by formally filed grievances.

SECTION 4. GRIEVANCE PROCESS

4.1 Grievance procedures will be those as specified by the Local Coordinating Board, developed from guidelines of the Commission for the Transportation Disadvantaged, and approved by the LCB as set forth below. The grievance procedures are for the purpose of fact-finding and not exercising adjudicative powers. It should be understood that these procedures are for the purpose of “hearing”, “advising” and “making recommendations” on issues related to service delivery and administration of the transportation disadvantaged program in the Taylor County service area.

4.2 Apart from the grievance procedures outlined below, aggrieved parties with proper standing may also have recourse through the Commission for the Transportation Disadvantaged Chapter 120, Florida Statutes Administrative Hearing Process, or the judicial court system.

4.3 Service Complaints. All service complaints should be recorded and reported by the Community Transportation Coordinator (CTC) to the Local Coordinating Board. The CTC should also include statistics on service complaints. Service complaints may include but not be limited to:

- a. Late trips (late pick up or drop off)
- b. No show by transportation operator
- c. No show by client/rider
- d. Client/rider behavior
- e. Driver behavior
- f. Passenger comfort/discomfort
- g. Service denial (refusing service to rider without an explanation as to why – such as the client may not qualify, lack of TD funds, etc.)
- h. Unsafe driving
- i. Others as deemed appropriate by the Local Coordinating Board

4.4 Formal Grievance. The client/rider, in their formal complaint, should demonstrate or establish their concerns as clearly as possible. The formal grievance process shall be open to addressing concerns by any person or agency including but not limited to: purchasing agencies, users, and potential users, private for-profit operators, private non-profit operators, the Community Transportation Coordinator, the Designated Official Planning Agency, elected officials and drivers. Formal grievances may include but are not limited to:

- a. Chronic or recurring or unresolved service complaints
- b. Violations of specific laws governing the provisions of the TD Services (i.e., Chapter 427, F.S., Rule 41-2 FAC and accompanying documents, Sunshine Law and ADA)
- c. Denial of service
- d. Suspension of service
- e. Unresolved safety issues
- f. Contract disputes (if applicable)
- g. Coordination of disputes
- h. Bidding disputes
- i. Agency compliance
- j. Conflicts of interest
- k. Supplanting of funds
- l. Billing and/or account procedures
- m. Others as deemed appropriate by the Local Coordinating Board

4.5 All formal grievances filed must be written and at a minimum contain the following:

- a. Name and address of the client/rider
- b. A statement of the grounds for the grievance and supporting documentation, made in a clear and concise manner. This shall include efforts made by the client to resolve the issue.
- c. An explanation of the relief desired by the client.

If the client does not supply the above information to substantiate the grievance, no further action shall be taken.

4.6 The following steps shall be taken after a formal grievance has been filed:

Step One: The customer shall first contact the Community Transportation Coordinator (CTC) or the entity which they have a complaint. Big Bend Transit, Inc. is the Taylor County CTC and can be contacted at 850-574-6266. Locally, complaints may be made at 850-584-5566. The customer may also contact the Commission for the Transportation Disadvantaged Ombudsman representative at 1-800-983-2435. The CTC will attempt to mediate and resolve the grievance. Minimum guidelines for the CTC include:

- a. All CTC and transportation subcontractors (not applicable at this time) must make a written copy of their procedures and rider policies available to anyone, upon request.
- b. All CTC and transportation subcontractors (not applicable at this time) must post the contact person and telephone number for access to information regarding reporting service complaints or filing a formal grievance in each of their vehicles in plain view of riders.
- c. Grievance procedures must specify a minimum amount of days (not to exceed 15 working days) to respond to Grievant in writing noting the date the grievance was received and date by which a decision will be made.
- d. The CTC will render a decision in writing, giving the complainant an explanation of the facts that lead to the CTC's decision and provide a method or ways to bring about a resolution.
- e. All documents pertaining to the grievance process will be made available, upon request, in a format accessible to all persons including those with disabilities.
- f. The CTC Board of Directors, owners or whoever is legally responsible must receive a copy of the grievance and response.

Step Two: If mediation with the CTC and/or the applicable entity is not successful, the CTC or the client may file an official complaint with the Planning Grant Manager or their designee of the Designated Official Planning Agency. Taylor County Board of Commissioners is the DOPA and the Planning Grant Manager can be reached at 850-838-3553.

Step Three: The Planning Grant Manager or their designee on behalf of the DOPA will make every effort to resolve the grievance by arranging a meeting between the involved parties in an attempt to assist them in reaching an amicable resolution. The meeting shall take place within seven (7) working days of receipt of all evidence regarding the grievance. The representative of the DOPA shall prepare a report regarding the meeting outcome. The report shall be sent to the client and the Chair of the Grievance Committee within seven (7) working days of the meeting.

Step Four: If the representative of the DOPA is unsuccessful at resolving the grievance through the process outlined in Step Three, the customer may request, in writing, that their grievance be heard by the Grievance Committee. This request shall be made within seven (7) working days of receipt of the report prepared as a result of the mediation meeting under Step Three and sent to the DOPA represented by the Local Coordinating Board (LCB) Chairman.

Step Five: Upon receipt of the written request for the grievance to be heard by the Grievance Committee, the LCB Chairman shall have fifteen (15) working days to contact Grievance Committee members and set up a grievance hearing date and location. The client and all parties involved shall be notified of the hearing date and location at least seven (7) working days prior to the hearing date by certified mail, return receipt requested.

Step Six: Upon conclusion of the hearing, the Grievance Committee must submit a written report of the hearing proceedings to the LCB Chairperson within ten (10) working days. The report must outline the grievance and the Grievance Committee's findings and recommendations. If the grievance is resolved through the hearing process in the above outlined steps, the grievance process will end. The final report will be forwarded to the members of the LCB.

Step Seven: If the grievance has not been resolved as outlined in the above steps, the client may request, in writing, that their grievance be heard by the full LCB. This request must be made in writing and sent to the LCB Chairman within five (5) working days of receipt of the Grievance Committee Hearing report. The client may make their request for a hearing before the LCB immediately following the Grievance Committee hearing, however until the final report is prepared from that meeting; the time frames established for notification of meeting herein apply.

Step Eight: The DOPA/ LCB Chairman shall have fifteen (15) working days to set a meeting date. LCB members shall have at least ten (10) working days notice of such meeting. The meeting shall be advertised as so appropriate in the news media and/or other mandated publications. The Grievance Committee's report must be received by the DOPA/ LCB Chairman within seven (7) working days of the hearing. The report shall then be forwarded to the client, members of the Grievance Committee, members of the Local Coordinating Board and all other persons/agencies directly involved in the grievance process.

Step Nine: The result/recommendations of the Local Coordinating Board hearing shall be outlined in a final report to be completed within seven (7) working days of the hearing. The report shall then be forwarded to the customer, members of the Local Coordinating Board, and all other persons/agencies directly involved in the grievance process.

If the grievance has not been resolved as outlined in these grievance procedures, the client/rider may exercise their adjudicative rights, use the Administrative Hearing Process outlined in Chapter 120, Florida Statutes, or request their grievance be heard by the Commission for the Transportation Disadvantaged through the Ombudsman Program established herein and the Commissions Grievance Process outlined in Section 5.

SECTION 5. COMMISSION FOR THE TRANSPORTATION DISADVANTAGED GRIEVANCE PROCESS

5.1 If the Local Coordinating Board does not resolve the grievance, the client will be informed of his/her right to file a formal grievance with the Ombudsman Program provided by the Commission for the Transportation Disadvantaged. The client may begin this process by contacting the Commission through the TD Helpline at 1-800-983-2435 or 850-410-5700 or by mail to: Florida Commission for the Transportation Disadvantaged, 605 Suwannee Street MS-49, Tallahassee, FL 32399-0450 or by email at www.dot.state.fl.us/ctd. Hearing or speech impaired clients may call, 711 (Florida only) Florida Relay System or 850-410-5708

for TTY. Upon request of the client, the Commission will provide the client with an accessible copy of the Commission's Grievance Procedures. The Ombudsman Program is available to anyone requesting assistance to resolve complaints or grievances.

All of the steps outlined in Section 4 must be attempted in the listed order before a grievance will move to the next step in the formal grievance process with the Commission for the Transportation Disadvantaged. The client should be sure to try and have as many details as possible when filing a complaint, such as dates, times, names, vehicle numbers, etc.

- 5.2 Chapter 427, F.S. does not expressly confer the power or authority for the Commission for the Transportation Disadvantaged to "hear and determine" a grievance between two third parties. The Commission for the Transportation Disadvantaged can listen to grievances, and it can investigate them from a fact-finding perspective. It cannot be the "judge" or "arbiter" of the grievance in the sense of determining that one party's version of the facts is right and the other is wrong and order the wrong party to somehow compensate the right party. On the other hand, the grievance may bring to light a problem within "the system". Similarly, if the grievance showed that one of the parties with whom the Commission for the Transportation Disadvantaged contracts was acting so aberrantly as to not be in compliance with its contract, the Commission for the Transportation Disadvantaged could exercise whatever contractual rights it has to correct the problem.

Accordingly, the Commission for the Transportation Disadvantaged may take part in the grievance process, if it wants to, for purposes of listening to the grieving parties and gathering the facts of the matter. It may not decide the grievance, where doing so would amount to an exercise of adjudicative powers.

- 5.3 Medicaid transportation service complaints, grievances, or appeals should be addressed through the Statewide Medicaid Managed Care (SMMC) System. The SMMC has a complaint process which can be accessed online at <http://www.ahca.myflorida.com/SMMC>. Complaints can also be made by calling 1-877-711-3662.
- 5.4 If the Commission is unable to resolve the grievance, the client will be referred to the Office of Administrative Appeals or other legal venues appropriate to the specific nature of the grievance.

Grievance Procedures Process Chart at the Local Level

Type	Time Frame to File	Provide Transportation Services During Review	Time Frame to Resolve	Extension Time Frame	Time Frame to Send Written Notification of Resolution	Next Step (if any)
Complaint	Ninety (90) working days from the date of the incident that precipitated the complaint.	Yes	Fifteen (15) working days.	Ten (10) working days.	Five (5) working days from the date of the complaint.	File a grievance.
Grievance	Ninety (90) working days from the date of the action that precipitated the grievance to be filed.	Yes	Ninety (90) working days.	Fourteen (14) working days.	Seven (7) working days from the date of the resolution of the grievance.	File grievance with the Florida Commission for the Transportation Disadvantaged

NAMES AND ADDRESSES OF PERSONS/ENTITIES REFERENCED IN GRIEVANCE PROCEDURES

Big Bend Transit, Inc.
P.O. Box 1721
Tallahassee, Florida 32302
Contact: Shawn Mitchell- Transportation Manager
Phone: 850-574-6266
smitchell@bigbendtransit.org

Taylor County Planning Grant Manager
201 East Green St.
Perry, Florida 32347
Contact: Jami Evans
Phone: 850-838-3553
grants.assist@taylorcountygov.com

Taylor County Local Coordinating Board Chairperson: Pam Feagle
Taylor County Board of County Commissioners
201 East Green St.
Perry, Florida 32347
Phone: 850-838-3500 ext 107

Florida Commission for the Transportation Disadvantaged Helpline 800-983-2435
or
Florida Commission for the Transportation Disadvantaged
605 Suwannee Street, MS-49
Tallahassee, FL 32399-0450
or
www.fdot.gov/ctd

You may also contact CTDOmbudsman@dot.state.fl.us for further information about Grievance Procedures.

For Hearing and Speech impaired call 711 (Florida only) Florida Relay System or 850-410-5708 for TTY

Americans with Disabilities Act (ADA) 800-514-0301 (Voice) and 800-514-0383 (TTY)

Disability Rights Florida 800-342-0823

CERTIFICATION

The undersigned hereby certifies that they are the Chairperson of the Transportation Disadvantaged Local Coordinating Board and that the foregoing is a full, true and correct copy of the Grievance/Complaint Rules and Procedures of this Board as reviewed and adopted on the 21st day of September, 2023.

Pam Feagle, Chairperson
Local Coordinating Board for the Transportation Disadvantaged

APPROVED BY THE TAYLOR COUNTY BOARD OF COMMISSIONERS, THE OFFICIAL
DESIGNATED PLANNING AGENCY



Jamie English, Chairman
Taylor County Board of County Commissioners

September 19, 2023
Date

Attachment 1: TD Local Grievance Guidelines for Transportation Disadvantaged Services
Attachment 2: Florida Commission for the Transportation Disadvantaged Grievance Procedures

Florida Commission for the



Transportation Disadvantaged

LOCAL GRIEVANCE GUIDELINES FOR TRANSPORTATION DISADVANTAGED SERVICES

Prepared by the

Commission for the Transportation Disadvantaged
605 Suwannee Street, Mail Station 49
Tallahassee, Florida 32399-0450
Toll Free (800) 983-2345
(850) 410-5700

Updated February 2010

I. INTRODUCTION

The Commission for the Transportation Disadvantaged oversees, through contractual arrangements, a coordinated system of local transportation disadvantaged service providers in the state. At the local level Community Transportation Coordinators are responsible for the provision of service. The service area for which the Community Transportation Coordinator is responsible is, at a minimum, an entire county, but can include more than one county. The Community Transportation Coordinator can be a transportation operator and actually provide transportation service, or it can form a network of providers by contracting all or some of the service to other transportation operators.

Another key entity involved in the development, monitoring, support, and evaluation of the local service delivery system is the local Coordinating Board. Each county or service area has a local Coordinating Board to provide information, guidance and advice on the local coordinated system.

The purpose of these guidelines is to provide information and uniform guidance in regard to local grievance practices and procedures. It is to be applied by Community Transportation Coordinators and local Coordinating Boards in developing and implementing their local grievance procedures.

It is the intent of the Commission for the Transportation Disadvantaged to encourage resolution of grievances at the local level, and to educate the passengers, funding agencies, and any other interested parties about the grievance process(es).

II. FORMAL GRIEVANCE VS. SERVICE COMPLAINTS

As you develop your Grievance process(es), it is very important that we define and delineate the differences between what a formal grievance is, pursuant to Chapter 427 F.S. and Rule 41-2 F.A.C., and what daily service complaints are. Daily service complaints are routine in nature, occur once or several times in the course of a days' service, and are usually resolved immediately within the control center of the Community Transportation Coordinator. However, if left or unresolved, a routine service complaint can mushroom into a formal grievance. Further discussion of the differences between a Formal Grievance and a Service Complaint follows:

A. SERVICE COMPLAINT

Service complaints are routine incidents that occur on a daily basis, are reported to the driver or dispatcher, or to other individuals involved with the daily operations, and are resolved within the course of a reasonable time period suitable to the complainant. Local service complaints are driven by the inability of the Community Transportation Coordinator or transportation operators, not local service standards established by the Community Transportation Coordinator and local Coordinating Board. If the Community Transportation Coordinator is also an operator, their statistics on service complaints should be

included. Local standards should be developed regarding the reporting and parameters of service complaints.

Example:

Service Complaints may include but are not limited to:

- Late trips (late pickup and or late dropoff)
- No-show by transportation operator
- No-show by client
- Client behavior
- Driver behavior
- Passenger discomfort
- Service denial (refused service to client without an explanation as to why, i.e. may not qualify, lack of TD funds, etc.)

B. FORMAL GRIEVANCE

A formal grievance is a written complaint to document any concerns or an unresolved service complaints regarding the operation or administration of TD services by the Transportation Operator, Community Transportation Coordinator, designated official planning agency (DOPA), or local Coordinating Board. The Grievant, in their formal complaint, should demonstrate or establish their concerns as clearly as possible.

Example:

Formal Grievances may include but are not limited to:

- Chronic or reoccurring or unresolved Service Complaints
(Refer to description of service complaints)
- Violations of specific laws governing the provision of TD services i.e. Chapter 427 F.S., Rule 41-2 FAC and accompanying documents, Sunshine Law, ADA.
- Contract disputes (Agencies/Operators)
- Coordination disputes
- Bidding disputes
- Agency compliance
- Conflicts of interest
- Supplanting of funds
- Billing and /or accounting procedures

Again, these guidelines are to be used to focus on the minimum requirements in drafting and finalizing the formal grievances. This is a guide to assist in setting local standards for determining the process(es) to resolve formal grievances.

III. HEARING AND DETERMINING A GRIEVANCE

There is a distinct difference between "hearing" a grievance, and "hearing and determining" a grievance. There is no bar to a person or entity listening to or "hearing" a grievance. An entity may even investigate them, from a purely fact-finding perspective, as long as it does not, in the course of its investigation, impose requirements on third parties that are not supported by statute or contractual agreement.

However, when an entity makes a determination of the rights, duties, privileges, benefits, or legal relationships of a specified person or persons, it is exercising "adjudicative" or "determinative" powers. Deciding a grievance between two independent parties may fall within these parameters, depending on the nature of the grievance.

It should be noted that Chapter 427, F.S. grants no adjudicative powers to anyone. However, Rule 41-2, F.A.C. does provide for grievance processes at the local level:

1. LOCAL COORDINATING BOARD GRIEVANCE PROCESS

Rule 41-2.012(5)(f), F.A.C., provides for the local Coordinating Board to appoint a grievance committee to serve as a mediator to process and investigate complaints from agencies, users, potential users of the system and the Community Transportation Coordinator in the designated service area, and make recommendations to the local Coordinating Board (LCB) for improvement of service. Whereas the committee makes recommendations to the local Coordinating Board, and the local Coordinating Board is also an advisory body, neither entity has the authority to "hear and determine" a grievance. They only have the authority to "hear" and advise. It should be noted that even though the local Coordinating Board does not have determinative powers, the recognition of problems by the various members of the local Coordinating Board is a very useful mechanism to resolve many issues. In addition, it should be noted that since the local Coordinating Board is involved in the development and approval of the Transportation Disadvantaged Service Plan, and the annual evaluation of the Community Transportation Coordinator, there is considerable avenue for the local Coordinating Board to influence changes where needed.

This authority to hear and advise is the grievance procedure that is currently in place by all local Coordinating Boards and is a part of the Commission for the Transportation Disadvantaged planning grant deliverables. This procedure should not imply "determinative" powers, nor should the Commission for the Transportation Disadvantaged be included in the process as a final arbiter. However, the Commission for the Transportation Disadvantaged could be the recipient of a recommendation by the local Coordinating Board in matters pertaining to "the system" or matters within the contractual control of the Commission for the Transportation Disadvantaged. Further the Commission for the Transportation Disadvantaged may choose to listen to a grievance, with the

understanding that the Commission for the Transportation Disadvantaged is limited in its authority to rule on the grievance.

2. COMMUNITY TRANSPORTATION COORDINATOR GRIEVANCE PROCESS

The Transportation Disadvantaged Service Plan must be developed consistently with the Coordinated Transportation Contracting Instructions, incorporated by reference in Rule 41-2.002(27), F.A.C. Pursuant to these instructions, the Operations Element must contain at a minimum, the step-by-step process that the Community Transportation Coordinator uses to address "Service Complaints" and "Formal Grievances". The "Formal Grievance" part of this is intended to be the step-by-step process which allows for "hearing and determination" activities within the Community Transportation Coordinator's organization.

Therefore, it will provide steps by which a formal written grievance can be "heard" and a "determinative" action can be taken. The Community Transportation Coordinator's grievance procedure should ultimately end at its Board of Directors, Board of County Commissioners, Owner or whoever else is legally responsible for the actions of the Community Transportation Coordinator.

Apart from these grievance processes, aggrieved parties with proper standing may also have recourse through the Chapter 120, F.S., administrative hearings process or the judicial court system.

IV. MINIMUM REQUIREMENTS FOR FORMAL GRIEVANCE PROCEDURES BY COMMUNITY TRANSPORTATION COODINATOR & LOCAL COORDINATING BOARD

The following paragraphs contain minimum requirements for the development of grievance procedures by the Community Transportation Coordinator and local Coordinating Board as authorized by the Commission for the Transportation Disadvantaged pursuant to Chapter 427, Florida Statutes and Rule 41-2, F.A.C.

Formal grievance processes by the LCB or Community Transportation Coordinator shall be open to addressing concerns by any person or agency including but not limited to: Purchasing agencies, Users, Potential users, Private-for-profit operators, Private-nonprofit operators, Community Transportation Coordinator's, designated official planning agencies, Elected officials, and drivers.

A. The minimum guidelines for the local Coordinating Board's formal grievance procedures are:

1. The local Coordinating Board's formal grievance procedures should state that all grievances filed must be written and contain the following:

- The Name and Address of the complainant;
- A statement of the grounds for the grievance and supplemented by supporting documentation, made in a clear and concise manner; and
- An explanation by the complainant of the improvements needed to address the complaint.

2. All local Coordinating Board's must make a written copy of their grievance procedures available known to anyone, upon request.
3. Local Coordinating Board's grievance procedures should make known to whom and where grievances are to be sent.
4. The local Coordinating Board's grievance procedures must specify a maximum amount of days (not to exceed 60) that the local Coordinating Board has to respond to Grievant.
5. The local Coordinating Board will render a response in writing providing explanation or recommendations regarding the grievance.
6. The local Coordinating Board grievance subcommittee must review all grievances and report accordingly to the full local Coordinating Board.
7. All documents pertaining to the grievance process will be made available, upon request, in a format accessible to persons with disabilities.
8. If the local Coordinating Board receives a grievance pertaining to the operation of services under the Community Transportation Coordinator, that grievance should be passed on to the Community Transportation Coordinator for their response to be included in the local Coordinating Board's response.

B. The minimum guidelines for the Community Transportation Coordinator's formal grievance procedures regarding service and administrative complaints are:

1. The Community Transportation Coordinator's grievance procedures should state that all grievances filed must be written and contain the following:
 - The name and address of the complainant;
 - A statement of the grounds for the grievance and supplemented by supporting documentation, made in a clear and concise manner;
 - An explanation of the relief desired by the complainant.
2. All Community Transportation Coordinators and transportation subcontractors (including coordination contractors) must make a

written copy of their grievance procedures and rider policies available to anyone, upon request.

3. All Community Transportation Coordinators and transportation subcontractors (including coordination contractors) must post the contact person and telephone number for access to information regarding reporting service complaints or filing a formal grievance in each of their vehicles in plain view of riders.
4. Grievance procedures must specify a minimum amount of days (not to exceed 15 working days) to respond to Grievant in writing noting the date of receipt and the date by which a decision will be made.
5. The Community Transportation Coordinator will render a decision in writing, giving the complainant an explanation of the facts that lead to the Community Transportation Coordinator's decision and provide a method or ways to bring about a resolution.
6. All documents pertaining to the grievance process will be made available, upon request, in a format accessible to persons with disabilities.
7. The Board of Directors, Owners, or whoever is legally responsible must receive a copy of the grievance and response.

The desire to integrate the Community Transportation Coordinator and local Coordinating Board formal grievance process(es) is a local option. Any desire to involve the Commission for the Transportation Disadvantaged can be accomplished only after the local process is completed. The last step in every local process must be to refer the grievant to the Commission for the Transportation Disadvantaged Grievance Procedures. These procedures were established to address grievances that are brought to the Commission. To file a grievance with the Commission, the customer may begin the process by contacting the Commission through the TD Helpline at (800) 983-2435 or via mail at: Florida Commission for the Transportation Disadvantaged; 605 Suwannee Street, MS-49; Tallahassee, FL 32399-0450 or by email at www.dot.state.fl.us/ctd Upon request, the Commission will provide the customer with an accessible copy of the Commission's Grievance Procedures.

However, Chapter 427, F.S. does not expressly confer the power or authority for the Commission for the Transportation Disadvantaged to "hear and determine" a grievance between two third parties. The Commission for the Transportation Disadvantaged can listen to grievances and it can investigate them from a fact-finding perspective. It cannot be the "judge" or "arbiter" of the grievance in the sense of determining that one party's version of the facts is right and the other is wrong, and order the wrong party to somehow compensate the right party. On the other hand, the grievance may bring to light a problem within "the system". Similarly, if the grievance showed that one of the parties

with whom the Commission for the Transportation Disadvantaged contracts was acting so aberrantly as to not be in compliance with its contract, the Commission for the Transportation Disadvantaged could exercise whatever contractual rights it has to correct the problem.

Accordingly, the Commission for the Transportation Disadvantaged ' may take part in the grievance process, if it wants to, for purposes of listening to the grieving parties and gathering the facts of the matter. It may not decide the grievance, where doing so would amount to an exercise of adjudicative powers.

Medicaid complaints, appeals, and grievances will be addressed through the Medicaid Grievance System. All procedures must include a referral to Medicaid Fair Hearing, which are conducted through the Department of Children and Families.

Florida Commission for the



Transportation Disadvantaged

Grievance Procedures

Revised 05/26/2015

FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

605 SUWANNEE STREET, MS-49

TALLAHASSEE, FL 32344



GRIEVANCE PROCEDURES

PURPOSE:

The intent of this procedure is to provide the Commission with guidelines to follow when grievances are presented to the Commission.

HISTORY/BACKGROUND:

The CTD program is centered on local involvement and control. All service complaints and grievances are encouraged to be addressed/resolved through local processes and appropriate channels. The Commission requires all local systems to have written procedures for addressing/resolving complaints and grievances. Complaints are defined by CTD as any documented customer concern involving timeliness, vehicle condition, quality of service, personnel behavior, and other operational policies. ***This does not pertain to issues concerning eligibility.*** Grievances are defined as unresolved complaints.

All issues which pertain to TD eligibility are referred to the local Appeals Process that is provided through the local Coordinating Board. Issues regarding ADA eligibility are referred to the appropriate Transit System and are not heard by the Commission. Individuals with ADA concerns may also be referred to the Americans with Disabilities Act toll-free information line, 800-514-0301 (voice), 800-514-0383 (TTY).

A complaint and grievance are required to have two processes which address how each will be addressed. Filing a complaint locally is always the first step. If the complaint is not resolved to the complaint's satisfaction, generally the next step in the local process would be to file a written grievance with the LCB. Once a grievance has been addressed by the LCB, then the Commission would consider hearing the grievance.

In some cases the local procedures will have a referral to the CTD's Ombudsman Program/TD Helpline as the last step in the complaint procedures. In these cases the Ombudsman Staff would attempt to assist the grievant; however, the grievance would not be heard by the CTD until the grievance had been addressed by the LCB.

It is due to this process, the Commission decided there needed to be procedures in place for addressing grievances that are brought to the Commission.



GRIEVANCE PROCEDURES

AUTHORITY:

Chapter 427.015(2), F.S. states "the recommendation or termination of any CTC shall be subject to approval by the CTD".

Chapter 427, F.S. does not expressly confer the power or authority for the CTD to hear and determine a grievance between two third parties. The CTD can listen to grievances and it can investigate them from a fact-finding perspective. It can not be the judge or arbiter of the grievance in the sense of determining that one party's version of the facts is right and the other is wrong, and order the wrong party to somehow compensate the right party. On the other hand, the grievance may bring to light a problem within the system. Similarly, if the grievance showed that one of the parties within the CTD contracts was acting so aberrantly as to not be in compliance with its contract, the CTD could exercise whatever contractual rights it has to correct the problem.

Apart from these grievance processes, aggrieved parties with proper standing may also have recourse through the Chapter 120, F.S., administrative hearings process or the judicial court system.

SCOPE:

These procedures are required to be used by parties who wish to file a grievance with Commission related to transportation disadvantaged services provided in the State of Florida.

REFERENCES:

The Commission requires each local transportation system to have established local complaint and grievance procedures. Local grievance procedures are included in each local Transportation Disadvantaged Service Plan. A copy of the local grievance procedures may be obtained by requesting them from the CTC, Official Planning Agency, or Commission. A copy of the Commission's Grievance Procedures may be obtained by requesting them from the Florida Commission for Transportation Disadvantaged, 605 Suwannee Street, MS 49, Tallahassee, FL 32399-0450.

FORMS:

There is no form required at this time. The grievance must be in a written format and include all the background information and specifics regarding the grievance.



GRIEVANCE PROCEDURES

PROCEDURES:

1. All grievances submitted to the CTD must have first been submitted to and responded to by the local complaint and grievance processes.
2. All grievances must be submitted to the CTD in writing. The customer may begin this process by contacting the Commission through the CTD Helpline at (800) 983-2435 or via mail at: Florida Commission for the Transportation Disadvantaged; 605 Suwannee St., MS-49; Tallahassee, FL 32399-0450 or by email at www.dot.state.fl.us/ctd. Upon request of the customer, the Commission will provide the customer with an accessible copy of the Commission's Grievance Procedures.
3. An acknowledgement of having received the grievance will be sent out immediately by the CTD. The official response to the grievance by the CTD will be in writing within 30 days. Depending upon the factors involving resolving the grievance this deadline could be extended with notice to the grievant by the CTD.
4. All grievances submitted to the CTD will be forwarded to the Ombudsman Staff who will research the grievance and notify the CTD Executive Director and Ombudsman Committee Chair who will make recommendations on how the CTD will proceed.
5. The grievant and local representatives will be notified the Committee will be discussing the grievance at a certain time and place. If they so choose, they may attend the Ombudsman Committee meeting where they will be provided an opportunity to present information. CTD's legal counsel may be requested to attend. The Committee may conduct meetings/reviews at the local level or by conference call for the convenience of the consumer, as needed. The CTC, LCB Members, and others who are involved in the local transportation system may be requested to participate.
6. The decisions rendered by the Ombudsman Committee concerning a grievance will be reported to the Commission at the next scheduled meeting.
7. The Ombudsman Committee Chair may choose to bring the grievance directly to the Commission.
8. As a result of the grievance, Special Reviews, Operational Studies, and Legal Reviews may be conducted by the CTD, or authorized agents, in effort to address or resolve issues.
9. The customer also has the right to file a formal grievance with the Office of Administrative Appeals or other venues.

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:

Board to review and approve Grievance Procedures for FY 2022-2023 for the Local Coordinating Board for the Transportation Disadvantaged.

**MEETING DATE REQUESTED:**

October 3, 2022

Statement of Issue:

Board to review and approve the Grievance Procedures for FY 2022-2023 for the Local Coordinating Board (LCB) for the Transportation Disadvantaged.

Recommended Action:

Approve the FY 2022-2023 Grievance Procedures for the Taylor County Transportation Disadvantaged Program.

Budgeted Expense:

Not Applicable

Submitted By:

Jami Evans, Grants Coordinator

Contact:

Jami Evans

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: The terms of the Transportation Disadvantaged Planning Grant require the Local Coordinating Board for the Transportation Disadvantaged to maintain Grievance Procedures and update them on an annual basis. The Grievance Procedures are in full compliance with the Florida Commission for the Transportation Disadvantaged Grievance Procedures.

Attachments:

Grievance Procedures FY 2022-2023

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
State Surgeon General

Vision: To be the Healthiest State in the Nation

INTEROFFICE MEMORANDUM

DATE: September 5, 2023

TO: Ty Gentle, Director
Office of Budget and Revenue Management

FROM: Tonya Hobby
Administrator/Director
Taylor County Health Department

SUBJECT: Core Contract Certification for 2023-2024

INFORMATION ONLY

- ☐ I certify that no changes have been made to the Core Contract document or attachments by the Taylor County Health Department.
- ☒ I certify that the following changes have been made to the Core Contract document or attachments by the Taylor County Health Department (requires Deputy General Counsel review and signature below):

Page	Paragraph	Document Changes
6	7.c.	The CHD is responsible for the costs of fuel, maintenance, and repair of vehicles used for CHD operations.

Page	Section	Attachment Changes
		(State exact changes to language or format.)

- ☒ I certify that Attachment IV is complete and lists all facilities currently utilized by the Taylor County Health Department.


Signature (Administrator/Director)

9/6/23
Date


Signature (Deputy General Counsel)

September 6, 2023
Date

Florida Department of Health
in Taylor County
1215 North Peacock Ave • Perry, FL 32347
PHONE: 850/584-5087
FloridaHealth.gov

 **Accredited Health Department**
Public Health Accreditation Board

**CONTRACT BETWEEN
TAYLOR COUNTY BOARD OF COUNTY COMMISSIONERS
AND
STATE OF FLORIDA DEPARTMENT OF HEALTH
FOR OPERATION OF THE
TAYLOR COUNTY HEALTH DEPARTMENT
CONTRACT YEAR 2023-2024**

This contract is made and entered into between the State of Florida, Department of Health ("State"), and the Taylor County Board of County Commissioners ("County"), through their undersigned authorities, effective October 1, 2023. State and County are jointly referred to as the "parties".

RECITALS

A. Pursuant to Chapter 154, Florida Statutes, the intent of the legislature is to "promote, protect, maintain, and improve the health and safety of all citizens and visitors of this state through a system of coordinated county health department services."

B. County Health Departments were created throughout Florida to satisfy this legislative intent through the "promotion of the public's health, the control and eradication of preventable diseases, and the provision of primary health care for special populations."

C. Taylor County Health Department ("CHD") is one of the created County Health Departments.

D. It is necessary for the parties hereto to enter into this contract to ensure coordination between the State and the County in the operation of the CHD.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. RECITALS. The parties mutually agree that the foregoing recitals are true and correct and incorporated herein by reference.

2. TERM. The parties mutually agree that this contract shall be effective from October 1, 2023, through September 30, 2024, or until a written contract replacing this contract is entered into between the parties, whichever is later, unless this contract is otherwise terminated according to the termination provisions outlined in paragraph 8. below.

3. SERVICES MAINTAINED BY THE CHD. The parties mutually agree that the CHD shall provide those services as outlined in Part III of Attachment II hereof, to maintain the following three levels of service pursuant to section 154.01(2), Florida Statutes, as defined below:

a. "Environmental health services" are those services that are organized and operated to protect the health of the general public by monitoring and regulating activities in the environment that may contribute to the occurrence or transmission of disease. Environmental health services shall be supported by available federal, state, and local funds and shall include

those services mandated on a state or federal level. Examples of environmental health services include but are not limited to, food hygiene, safe drinking water supply, sewage, and solid waste disposal, swimming pools, group care facilities, migrant labor camps, toxic material control, radiological health, and occupational health.

b. "Communicable disease control services" are those services that protect the health of the general public through the detection, control, and eradication of diseases that are transmitted primarily by human beings. Communicable disease services shall be supported by available federal, state, and local funds and shall include those services mandated on a state or federal level. Such services include, but are not limited to, epidemiology, sexually transmissible disease detection and control, HIV/AIDS, immunization, tuberculosis control, and maintenance of vital statistics.

c. "Primary care services" are acute care and preventive services that are made available to well and sick persons who are unable to obtain such services due to lack of income or other barriers beyond their control. These services are provided to benefit individuals, improve the collective health of the public, and prevent and control the spread of disease. Primary health care services are provided at home, in group settings, or in clinics. These services shall be supported by available federal, state, and local funds and shall include services mandated on a state or federal level. Examples of primary health care services include but are not limited to first contact acute care services; chronic disease detection and treatment; maternal and child health services; family planning; nutrition; school health; supplemental food assistance for women, infants, and children; home health; and dental services.

4. **FUNDING.** The parties further agree that funding for the CHD will be handled as follows:

a. The funding to be provided by the parties and any other sources is outlined in Part II of Attachment II hereof. This funding will be used as shown in Part I of Attachment II.

i. The State's appropriated responsibility (*direct contribution excluding any state fees, Medicaid contributions, or any other funds not listed on the Schedule C*) as provided in Attachment II, Part II is an amount not to exceed \$1,600,950 (*State General Revenue, State Funds, Other State Funds and Federal Funds listed on the Schedule C*). The State's obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

ii. The County's appropriated responsibility (*direct contribution excluding any fees, other cash, or local contributions*) as provided in Attachment II, Part II is an amount not to exceed \$50,000 (*amount listed under the "Board of County Commissioners Annual Appropriations section of the revenue attachment*).

b. Overall expenditures will not exceed available funding or budget authority, whichever is less, (either the current year or from surplus trust funds) in any service category. Unless requested otherwise, any surplus at the end of the term of this contract in the County Health Department Trust Fund that is attributed to the CHD shall be carried forward to the next contract period.

c. Either party may establish service fees as allowed by law to fund activities of the CHD. Where applicable, such fees shall be automatically adjusted to at least the Medicaid fee schedule.

d. Either party may increase or decrease funding of this contract during the term hereof by notifying the other party in writing of the amount and purpose for the change in funding. If the State initiates the increase or decrease, the CHD will revise Attachment II and send a copy of the revised pages to the County and the State's Office of Budget and Revenue Management. If the County initiates the increase or decrease, the County shall notify the CHD in writing. The CHD will then revise Attachment II and send a copy of the revised pages to the State's Office of Budget and Revenue Management.

e. The name and address of the official payee to whom payments shall be made is:

County Health Department Trust Fund
Taylor County Health Department
1215 North Peacock Ave
Perry, FL 32347

5. CHD DIRECTOR or ADMINISTRATOR. Both parties agree the director or administrator of the CHD shall be a State employee or under contract with the State and will be under the day-to-day direction of the State's Deputy Secretary for County Health Systems. The director or administrator shall be selected by the State with the concurrence of the County. The director or administrator of the CHD shall ensure that non-categorical sources of funding are used to fulfill public health priorities in the community and the Long-Range Program Plan.

6. ADMINISTRATIVE POLICIES AND PROCEDURES. The parties hereto agree that the following standards should apply in the operation of the CHD:

a. The CHD and its personnel shall follow all State policies and procedures, except to the extent permitted for the use of County purchasing procedures as outlined in subparagraph b., below. All CHD employees shall be State or State-contract personnel subject to State personnel laws, rules, and procedures. Employees will report time in the Health Management System compatible format by program component as specified by the State.

b. The CHD shall comply with all applicable provisions of federal and state laws and regulations relating to its operation with the exception that the use of County purchasing procedures shall be allowed when it will result in a better price or service and no statewide purchasing contract has been implemented for those goods or services. In such cases, the CHD director or administrator must sign a justification, therefore, and all County purchasing procedures must be followed in their entirety, and such compliance shall be documented. Such justification and compliance documentation shall be maintained by the CHD following the terms of this contract. State procedures must be followed for all leases on facilities not enumerated in Attachment IV.

c. The CHD shall maintain books, records, and documents following the Generally Accepted Accounting Principles, as promulgated by the Governmental Accounting Standards Board, and the requirements of federal or state law. These records shall be maintained as

required by the State's Policies and Procedures for Records Management and shall be open for inspection at any time by the parties and the public, except for those records that are not otherwise subject to disclosure as provided by law which is subject to the confidentiality provisions of paragraphs 6.i. and 6.k., below. Books, records, and documents must be adequate to allow the CHD to comply with the following reporting requirements:

- i.* The revenue and expenditure requirements in the Florida Accounting Information Resource System; and
- ii.* The client registration and services reporting requirements of the minimum data set as specified in the most current version of the Client Information System/Health Management Component Pamphlet; and
- iii.* Financial procedures specified in the State's Accounting Procedures Manuals, Accounting memoranda, and Comptroller's memoranda; and
- iv.* The CHD is responsible for assuring that all contracts with service providers include provisions that all subcontracted services be reported to the CHD in a manner consistent with the client registration and service reporting requirements of the minimum data set as specified in the Client Information System/Health Management Component Pamphlet.

d. All funds for the CHD shall be deposited in the County Health Department Trust Fund maintained by the state treasurer. These funds shall be accounted for separately from funds deposited for other CHDs and shall be used only for public health purposes in Taylor County.

e. That any surplus or deficit funds, including fees or accrued interest, remaining in the County Health Department Trust Fund account at the end of the contract year shall be credited or debited to the State or County, as appropriate, based on the funds contributed by each and the expenditures incurred by each. Expenditures will be charged to the program accounts by State and County based on the ratio of planned expenditures in this contract and funding from all sources is credited to the program accounts by State and County. The equity share of any surplus or deficit funds accruing to the State and County is determined each month and at the contract year-end. Surplus funds may be applied toward the funding requirements of each party in the following year. However, in each such case, all surplus funds, including fees and accrued interest, shall remain in the trust fund until accounted for in a manner that clearly illustrates the amount which has been credited to each party. The planned use of surplus funds shall be reflected in Attachment II, Part I of this contract, with special capital projects explained in Attachment V.

f. There shall be no transfer of funds between the three levels of services without a contract amendment unless the CHD director or administrator determines that an emergency exists wherein a time delay would endanger the public's health and the State's Deputy Secretary for County Health Systems have approved the transfer. The State's Deputy Secretary for County Health Systems shall forward written evidence of this approval to the CHD within 30 days after an emergency transfer.

g. The CHD may execute subcontracts for services necessary to enable the CHD to carry out the programs specified in this contract. Any such subcontract shall include all aforementioned audit and record-keeping requirements.

h. At the request of either party, an audit may be conducted by an independent certified public accountant on the financial records of the CHD, and the results made available to the parties within 180 days after the close of the CHD fiscal year. This audit will follow requirements contained in OMB Circular A-133, as revised, and may be in conjunction with audits performed by the County government. If audit exceptions are found, then the director or administrator of the CHD will prepare a corrective action plan and a copy of that plan and monthly status reports will be furnished to the contract managers for the parties.

i. The CHD shall not use or disclose any information concerning a recipient of services except as allowed by federal or state law or policy.

j. The CHD shall retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for five years after termination of this contract. If an audit has been initiated and audit findings have not been resolved at the end of five years, the records shall be retained until the resolution of the audit findings.

k. The CHD shall maintain the confidentiality of all data, files, and records that are confidential under the law or are otherwise exempted from disclosure as a public record under Florida law. The CHD shall implement procedures to ensure the protection and confidentiality of all such records and shall comply with sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes, and all other state and federal laws regarding confidentiality. All confidentiality procedures implemented by the CHD shall be consistent with the State's Information Security Policies, Protocols, and Procedures. The CHD shall further adhere to any amendments to the State's security requirements and shall comply with any applicable professional standards of practice concerning client confidentiality.

l. The CHD shall abide by all State policies and procedures, which by this reference are incorporated herein as standards to be followed by the CHD.

m. The CHD shall establish a system through which applicants for services and current clients may present grievances over denial, modification, or termination of services. The CHD will advise applicants of the right to appeal a denial or exclusion from services, of failure to take account of a client's choice of service, and right to a fair hearing to the final governing authority of the CHD. Specific references to existing laws, rules, or program manuals are included in Attachment I of this contract.

n. The CHD shall comply with the provisions contained in the Civil Rights Compliance and Non-Discrimination Certificate, hereby incorporated into this contract as Attachment III.

o. The CHD shall submit quarterly reports to the County that shall include at least the following:

- i. The DE385L1 Contract Management Variance Report and the DE580L1 Analysis of Fund Equities Report; and
 - ii. A written explanation to the County of service variances reflected in the year-end DE385L1 report if the variance exceeds or falls below 25 percent of the planned expenditure amount for the contract year. However, if the amount of the service-specific variance between actual and planned expenditures does not exceed three percent of the total planned expenditures for the level of service in which the type of service is included, a variance explanation is not required. A copy of the written explanation shall be sent to the State's Office of Budget and Revenue Management.
- p. The dates for the submission of quarterly reports to the County shall be as follows unless the generation and distribution of reports are delayed due to circumstances beyond the CHD's control:
- i. March 1, 2024, for the reporting period of October 1, 2023, through December 31, 2023; and
 - ii. June 1, 2024, for the reporting period of October 1, 2023, through March 31, 2024; and
 - iii. September 1, 2024, for the reporting period of October 1, 2023 through June 30, 2024; and
 - iv. December 1, 2024, for the reporting period of October 1, 2023 through September 30, 2024.

7. FACILITIES AND EQUIPMENT. The parties mutually agree that:

- a. CHD facilities shall be provided as specified in Attachment IV to this contract and the County shall own the facilities used by the CHD unless otherwise provided in Attachment IV.
- b. The County shall ensure adequate fire and casualty insurance coverage for County-owned CHD offices and buildings and all furnishings and equipment in CHD offices through either a self-insurance program or insurance purchased by the County.
- c. All vehicles will be transferred to the ownership of the County and registered as County vehicles. The County shall ensure insurance coverage for these vehicles is available through either a self-insurance program or insurance purchased by the County. All vehicles will be used solely for CHD operations. Vehicles purchased through the County Health Department Trust Fund shall be sold at fair market value when they are no longer needed by the CHD and the proceeds returned to the County Health Department Trust Fund.

8. TERMINATION.

a. Termination at Will. This contract may be terminated by either party without cause upon no less than 180 calendar days' notice in writing to the other party unless a lesser time is mutually agreed upon in writing by both parties.

b. Termination Because of Lack of Funds. In the event funds to finance this contract become unavailable, either party may terminate this contract upon no less than 24 hours' notice.

c. Termination for Breach. This contract may be terminated by either party for a material breach of an obligation hereunder, upon no less than 30 days' notice. Waiver of a breach of any provisions of this contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this contract.

9. MISCELLANEOUS. The parties further agree:

a. Availability of Funds. If this contract, any renewal hereof, or any term, performance, or payment hereunder, extends beyond the CHD fiscal year beginning July 1, 2024, it is agreed that the performance and payment under this contract are contingent upon an annual appropriation by the Legislature, under section 287.0582, Florida Statutes.

b. Contract Managers. The name and addresses of the contract managers for the parties under this contract are as follows:

For the State:

Racheal L Faglie
Name
Business Manager
Title
1215 North Peacock Ave

Perry, Florida 32347
Address

racheal.faglie@flhealth.gov
Email Address
(850) 223-5106
Telephone

For the County:

LaWanda Pemberton
Name
County Administrator
Title
201 E Green Street

Perry, Florida 32347
Address

lpemberton@taylorcountygov.com
Email Address
(850) 838-3500
Telephone

If different contract managers are designated after the execution of this contract, the name, address, email address, and telephone number of the new representative shall be furnished in writing to the other parties and attached to the originals of this contract.

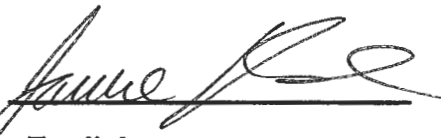
c. Captions. The captions and headings contained in this contract are for the convenience of the parties only and do not in any way modify, amplify, or give additional notice of the provisions hereof.

d. Notices. Any notices provided under this contract must be delivered by certified mail, return receipt requested, in person with proof of delivery, or by email to the email address of the respective party identified in Section 9.b., above.

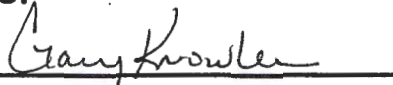
In WITNESS THEREOF, the parties hereto have caused this eight-page contract, with its attachments as referenced, including Attachment I (two pages), Attachment II (four pages), Attachment III (one page), Attachment IV (one page), and Attachment V (one page), to be executed by their undersigned officials as duly authorized effective the 1st day of October 2023.

**BOARD OF COUNTY COMMISSIONERS
FOR TAYLOR COUNTY**

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

SIGNED BY: 
NAME: Jamie English
TITLE: Chairman
DATE: 9/19/23

SIGNED BY: _____
NAME: Joseph A. Ladapo, M.D., Ph.D.
TITLE: State Surgeon General
DATE: _____

ATTESTED TO:
SIGNED BY: 
NAME: Gary Knowles D.C.
TITLE: Clerk of Courts
DATE: 9/19/23

SIGNED BY: _____
NAME: Tonya Hobby
TITLE: CHD Director or Administrator
DATE: _____



ATTACHMENT I
TAYLOR COUNTY HEALTH DEPARTMENT
PROGRAM SPECIFIC REPORTING REQUIREMENTS AND PROGRAMS REQUIRING
COMPLIANCE WITH THE PROVISIONS OF SPECIFIC MANUALS

Some health services must comply with specific program and reporting requirements in addition to the Personal Health Coding Pamphlet (DHP 50-20), Environmental Health Coding Pamphlet (DHP 50-21) and FLAIR requirements because of federal or state law, regulation or rule. If a county health department is funded to provide one of these services, it must comply with the special reporting requirements for that service. The services and the reporting requirements are listed below.

<u>Service</u>	<u>Requirement</u>
1. Sexually Transmitted Disease Program	Requirements as specified in F.A.C. 64D-3, F.S. 381 and F.S. 384.
2. Dental Health	Periodic financial and programmatic reports as specified by the program office.
3. Special Supplemental Nutrition Program for Women, Infants and Children (including the WIC Breastfeeding Peer Counseling Program)	Service documentation and monthly financial reports as specified in DHM 150-24* and all federal, state and county requirements detailed in program manuals and published procedures.
4. Healthy Start/ Improved Pregnancy Outcome	Requirements as specified in the 2007 Healthy Start Standards and Guidelines and as specified by the Healthy Start Coalitions in contract with each county health department.
5. Family Planning	Requirements as specified in Public Law 91-572, 42 U.S.C. 300, et seq., 42 CFR part 59, subpart A, 45 CFR parts 74 & 92, 2 CFR 215 (OMB Circular A-110) OMB Circular A-102, F.S. 381.0051, F.A.C. 64F-7, F.A.C. 64F-16, and F.A.C. 64F-19. Requirements and Guidance as specified in the Program Requirements for Title X Funded Family Planning Projects (Title X Requirements)(2014) and the Providing Quality Family Planning Services (QFP): Recommendations of CDC and the U.S. Office of Population Affairs published on the Office of Population Affairs website. Programmatic annual reports as specified by the program office as specified in the annual programmatic Scope of Work for Family Planning and Maternal Child Health Services, including the Family Planning Annual Report (FPAR), and other minimum guidelines as specified by the Policy Web Technical Assistance Guidelines.
6. Immunization	Periodic reports as specified by the department pertaining to immunization levels in kindergarten and/or seventh grade pursuant to instructions contained in the Immunization Guidelines-Florida Schools, Childcare Facilities and Family Daycare Homes (DH Form 150-615) and Rule 64D-3.046, F.A.C. In addition, periodic reports as specified by the department pertaining to the surveillance/investigation of reportable vaccine-preventable diseases, adverse events, vaccine accountability, and assessment of immunization

ATTACHMENT I (Continued)

- levels as documented in Florida SHOTS and supported by CHD Guidebook policies and technical assistance guidance.
7. Environmental Health Requirements as specified in Environmental Health Programs Manual 150-4* and DHP 50-21*
8. HIV/AIDS Program Requirements as specified in F.S. 384.25 and F.A.C. 64D-3.030 and 64D-3.031. Case reporting should be on Adult HIV/AIDS Confidential Case Report CDC Form DH2139 and Pediatric HIV/AIDS Confidential Case Report CDC Form DH2140.
- Requirements as specified in F.A.C. 64D-2 and 64D-3, F.S. 381 and F.S. 384. Socio-demographic and risk data on persons tested for HIV in CHD clinics should be reported on Lab Request DH Form 1628 in accordance with the Forms Instruction Guide. Requirements for the HIV/AIDS Patient Care programs are found in the Patient Care Contract Administrative Guidelines.
9. School Health Services Requirements as specified in the Florida School Health Administrative Guidelines (May 2012). Requirements as specified in F.S. 381.0056, F.S. 381.0057, F.S. 402.3026 and F.A.C. 64F-6.
10. Tuberculosis Tuberculosis Program Requirements as specified in F.A.C. 64D-3 and F.S. 392.
11. General Communicable Disease Control Carry out surveillance for reportable communicable and other acute diseases, detect outbreaks, respond to individual cases of reportable diseases, investigate outbreaks, and carry out communication and quality assurance functions, as specified in F.A.C. 64D-3, F.S. 381, F.S. 384 and the CHD Epidemiology Guide to Surveillance and Investigations.
12. Refugee Health Program Programmatic and financial requirements as specified by the program office.

*or the subsequent replacement if adopted during the contract period.

ATTACHMENT II

TAYLOR COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department October 1, 2023 to September 30, 2024

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
1. GENERAL REVENUE - STATE					
015040 CHD - TB COMMUNITY PROGRAM	16,689	0	16,689	0	16,689
015040 FAMILY PLANNING GENERAL REVENUE	33,523	0	33,523	0	33,523
015040 PRIMARY CARE PROGRAM	112,960	0	112,960	0	112,960
015040 RACIAL & ETHNIC DISPARITIES - CHD EXPENSES	52,000	0	52,000	0	52,000
015040 SCHOOL HEALTH SERVICES	72,514	0	72,514	0	72,514
015050 CHD GENERAL REVENUE NON-CATEGORICAL	519,273	0	519,273	0	519,273
GENERAL REVENUE TOTAL	806,959	0	806,959	0	806,959
2. NON GENERAL REVENUE - STATE					
015010 ENVIRONMENTAL BIOMEDICAL WASTE PROGRAM	1,021	0	1,021	0	1,021
015010 TOBACCO STATE AND COMMUNITY INTERVENTIONS	136,482	0	136,482	0	136,482
015010 CESSATION TREATMENT AND COUNSELING	213	0	213	0	213
015010 TOBACCO STATE & COMMUNITY HEALTHY BABY	10,000	0	10,000	0	10,000
NON GENERAL REVENUE TOTAL	147,716	0	147,716	0	147,716
3. FEDERAL FUNDS - STATE					
007000 COMPREHENSIVE COMMUNITY CARDIO - PHBG	35,000	0	35,000	0	35,000
007000 STRENGTHENING STD PREVENTION AND CONTROL	31,413	0	31,413	0	31,413
007000 ELC COVID ENHANCED DETECTION EXPANSION GRANT	40,125	0	40,125	0	40,125
007000 FAMILY PLANNING TITLE X - GRANT	15,624	0	15,624	0	15,624
007000 HEALTH DISPARITIES GRANT COVID-19	23,367	0	23,367	0	23,367
007000 PUBLIC HLTH INFRASTRUCTURE & WORKFORCE/CENTRAL 1	107,696	0	107,696	0	107,696
007000 HEART - PREVENT & MGT	3,333	0	3,333	0	3,333
007000 INFANT MORTALITY	12,307	0	12,307	0	12,307
007000 IMMUNIZATION ACTION PLAN	2,625	0	2,625	0	2,625
007000 CHD GENERAL REVENUE NON-RECURRING	50,386	0	50,386	0	50,386
007000 BASE COMMUNITY PREPAREDNESS CAPABILITY	88,226	0	88,226	0	88,226
007000 AIDS PREVENTION	22,928	0	22,928	0	22,928
015075 SCHOOL HEALTH SERVICES	213,245	0	213,245	0	213,245
FEDERAL FUNDS TOTAL	646,275	0	646,275	0	646,275
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE					
001020 CHD STATEWIDE ENVIRONMENTAL FEES	9,912	0	9,912	0	9,912
001092 ON SITE SEWAGE DISPOSAL PERMIT FEES	50,000	0	50,000	0	50,000
001092 CHD STATEWIDE ENVIRONMENTAL FEES	3,312	0	3,312	0	3,312
001206 ON SITE SEWAGE DISPOSAL PERMIT FEES	770	0	770	0	770
001206 SANITATION CERTIFICATES (FOOD INSPECTION)	402	0	402	0	402
001206 SEPTIC TANK RESEARCH SURCHARGE	95	0	95	0	95
001206 PUBLIC SWIMMING POOL PERMIT FEES-10% HQ TRANSFER	300	0	300	0	300
001206 DRINKING WATER PROGRAM OPERATIONS	9	0	9	0	9
001206 REGULATION OF BODY PIERCING SALONS	15	0	15	0	15
001206 ONSITE SEWAGE TRAINING CENTER	30	0	30	0	30
001206 MOBILE HOME & RV PARK FEES	10	0	10	0	10

ATTACHMENT II

TAYLOR COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2023 to September 30, 2024

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL	64,855	0	64,855	0	64,855
5. OTHER CASH CONTRIBUTIONS - STATE:					
	0	0	0	0	0
090001 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	0	0	0	0
OTHER CASH CONTRIBUTION TOTAL	0	0	0	0	0
6. MEDICAID - STATE/COUNTY:					
001057 CHD CLINIC FEES	0	5,325	5,325	0	5,325
001148 CHD CLINIC FEES	0	61,150	61,150	0	61,150
MEDICAID TOTAL	0	66,475	66,475	0	66,475
7. ALLOCABLE REVENUE - STATE:					
	0	0	0	0	0
ALLOCABLE REVENUE TOTAL	0	0	0	0	0
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE					
ADAP	0	0	0	8,685	8,685
PHARMACY DRUG PROGRAM	0	0	0	2,849	2,849
WIC PROGRAM	0	0	0	809,796	809,796
BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	2,370	2,370
IMMUNIZATIONS	0	0	0	6,553	6,553
OTHER STATE CONTRIBUTIONS TOTAL	0	0	0	830,253	830,253
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT					
008005 CHD LOCAL REVENUE & EXPENDITURES	0	50,000	50,000	0	50,000
DIRECT COUNTY CONTRIBUTIONS TOTAL	0	50,000	50,000	0	50,000
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY					
001077 CHD CLINIC FEES	0	11,100	11,100	0	11,100
001094 CHD LOCAL ENVIRONMENTAL FEES	0	21,395	21,395	0	21,395
001110 VITAL STATISTICS CERTIFIED RECORDS	0	29,952	29,952	0	29,952
FEES AUTHORIZED BY COUNTY TOTAL	0	62,447	62,447	0	62,447
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY					
001029 CHD CLINIC FEES	0	1,072	1,072	0	1,072
001090 CHD CLINIC FEES	0	250	250	0	250
008050 SCHOOL HEALTH CLINICS FUNDED BY SCHOOL BOARD	0	54,813	54,813	0	54,813
010300 MIGRANT LABOR HOUSING INSPECTION H-2A PROGRAM	0	486	486	0	486
011001 CHD HEALTHY START COALITION CONTRACT	0	121,625	121,625	0	121,625
011001 HEALTHY START MEDIPASS WAIVER - COALITION TO CHD	0	64,147	64,147	0	64,147
090002 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	58,700	58,700	0	58,700
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL	0	183,693	183,693	0	183,693
12. ALLOCABLE REVENUE - COUNTY					
	0	0	0	0	0

ATTACHMENT II

TAYLOR COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2023 to September 30, 2024

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
COUNTY ALLOCABLE REVENUE TOTAL	0	0	0	0	0
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
UTILITIES	0	0	0	0	0
BUILDING MAINTENANCE	0	0	0	0	0
GROUNDS MAINTENANCE	0	0	0	0	0
INSURANCE	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	0	0
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTIONS TOTAL	0	0	0	0	0
GRAND TOTAL CHD PROGRAM	1,665,805	362,615	2,028,420	830,253	2,858,673

ATTACHMENT II
TAYLOR COUNTY HEALTH DEPARTMENT
PART I. PLANNED USE OF COUNTY HEALTH DEPARTMENT TRUST FUND BALANCES

	Estimated State Share of CHD Trust Fund Balance	Estimated County Share of CHD Trust Fund Balance	Total
1. CHD Trust Fund Ending Balance 09/30/23	190080	159732	349812
2. Drawdown for Contract Year October 1, 2023 to September 30, 2024	0	58700	58700
3. Special Capital Project use for Contract Year October 1, 2023 to September 30, 2024	0	0	0
4. Balance Reserved for Contingency Fund October 1, 2023 to September 30, 2024	190080	218432	408512

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects, and mobile health vans.

ATTACHMENT III

TAYLOR COUNTY HEALTH DEPARTMENT

CIVIL RIGHTS COMPLIANCE AND NON-DISCRIMINATION CERTIFICATE

1. The CHD agrees to complete the Civil Rights Compliance Questionnaire, DH Forms 946 A and B (or the subsequent replacement if adopted during the contract period), if so requested by the Department.
2. The CHD assures that it will comply with the Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.
3. Assurance of Civil Rights Compliance: The CHD hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Title II and Title III of the Americans with Disabilities Act (ADA) of 1990, as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189) and as implemented by Department of Justice regulations at 28 CFR Parts 35 and 36; Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (August 11, 2000); all provisions required by the implementing regulations of the U.S. Department of Agriculture (7 CFR Part 15 et seq.); and FNS directives and guidelines to the effect that no person shall, on the ground of race, color, national origin, age, sex, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the agency receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.

By providing this assurance, the CHD agrees to compile data, maintain records and submit records and reports as required to permit effective enforcement of the nondiscrimination laws, and to permit Department personnel during normal working hours to review and copy such records, books and accounts, access such facilities, and interview such personnel as needed to ascertain compliance with the non-discrimination laws. If there are any violations of this assurance, the Department of Agriculture shall have the right to seek judicial enforcement of this assurance.

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

This assurance is binding on the CHD, its successors, transferees, and assignees as long as it receives or retains possession of any assistance from the Department. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the CHD.

4. Confidentiality of Data, Files, and Records: The CHD agrees to restrict the use and disclosure of confidential USDA, Women, Infant, and Children (WIC) applicant and participant information as specified in 7 CFR § 246.26(d)(1)(i) in accordance with 7 CFR § 246.26(d)(1)(ii), as applicable.

Attachment IV
Fiscal Year - 2023 - 2024
Taylor County Health Department
Facilities Utilized by the County Health Department

Complete Location (Street Address, City, Zip)	Facility Description And Official Building Name (If applicable) (Admin, Clinic, Envrn Hth, etc.)	Lease/ Agreement Number	Type of Agreement (Private Lease thru State or County, other - please define)	Complete Legal Name of Owner	SQ Feet	Employee Count (FTE/OPS/ Contract)
1216 N. Pascock Ave/ Perry, FL 32347	Main Facility		County Owned	Taylor County Board of County Commissioners	16630	21
400 N. Clark Street/ Perry, FL 32347	Perry Primary Clinic		County Owned	Taylor County School Board	100	1
1600 E. Green Street/Perry, FL 32347	Taylor County Elementary School		County Owned	Taylor County School Board	100	1
610 E. Lafayette Street/ Perry, FL 32347	Taylor County Middle School		County Owned	Taylor County School Board	100	1
900 Johnson Striping Rd/ Perry, FL 32347	Taylor County High School		County Owned	Taylor County School Board	100	1
1209 1st Ave. S/ Steinhatchee, FL 32347	Steinhatchee School		County Owned	Taylor County School Board	100	1

Facility - a fixed site managed by DOH/CHD personnel for the purpose of providing or supporting public health services. Includes county-owned, state-owned, and leased facilities. Includes DOH/CHD warehouse and administrative sites. Includes facilities managed by DOH/CHD that may be shared with other organizations. Does not include schools, jails or other facilities where DOH/CHD staff are out-posted or sites where services are provided on an episodic basis.

**ATTACHMENT V
TAYLOR COUNTY HEALTH DEPARTMENT
SPECIAL PROJECTS SAVINGS PLAN**

CASH RESERVED OR ANTICIPATED TO BE RESERVED FOR PROJECTS

<u>CONTRACT YEAR</u>	<u>STATE</u>	<u>COUNTY</u>	<u>TOTAL</u>
2022-2023*	\$ 0	\$ 0	\$ 0
2023-2024**	\$ 0	\$ 0	\$ 0
2024-2025***	\$ 0	\$ 0	\$ 0
2025-2026***	\$ 0	\$ 0	\$ 0
PROJECT TOTAL	\$ 0	\$ 0	\$ 0

SPECIAL PROJECTS CONSTRUCTION/RENOVATION PLAN

PROJECT NUMBER: _____

PROJECT NAME: _____

LOCATION/ADDRESS: _____

PROJECT TYPE: NEW BUILDING _____ ROOFING _____
 RENOVATION _____ PLANNING STUDY _____
 NEW ADDITION _____ OTHER _____

SQUARE FOOTAGE: _____ 0

PROJECT SUMMARY: *Describe scope of work in reasonable detail.*

START DATE *(Initial expenditure of funds)* : _____

COMPLETION DATE: _____

DESIGN FEES: \$ 0

CONSTRUCTION COSTS: \$ 0

FURNITURE/EQUIPMENT: \$ 0

TOTAL PROJECT COST: \$ 0

COST PER SQ FOOT: \$ 0

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects and mobile health vans.

* Cash balance as of 9/30/23

** Cash to be transferred to FCO account.

*** Cash anticipated for future contract years.

2022 / 2023 Fixed Asset Disposition Forms

<u>Asset#</u>	<u>Item</u>	<u>Department</u>
9024	Doctor's Office Building -D	DMH
6896	Dishwasher	Jail
7451	Smart 911	Jail
7495	Frequentis Protect 911 System	Jail
7373	Computer	Chamber
5940	Axim GPS Field Computer	Health Dept
5941	Axim GPS Field Computer	Health Dept
6730	Integrated Office	Health Dept
7596	Sealant Unit	Health Dept
7180	Polycom Video Equipment	Health Dept
7181	Dental Chair	Health Dept
7595	Server	Health Dept
7597	Server w/ Processor	Health Dept
7598	Server w/ Processor	Health Dept
6254	GPS	E911
6660	Software Upgrade	E911
6837	Sentinel Command Post	E911
6918	T1 - Steinhatchee 911	E911
6919	T1 - Steinhatchee 911	E911
7454	Battery	E911
7618	Logging Recorder	E911
5550	Positron Power 911	E911
6752	Laptop	E911
6753	Point to Point DDL	E911
6759	Selective Router	E911
6931	911 Database	E911
6932	911 Routing Memory	E911
7023	911 Answering Position	E911
7024	911 Answering Position	E911
7141	Instant Radio Recall	E911
7142	Instant Radio Recall	E911

7143 Instant Radio Recall	E911
7318 911 Sys Phone Card	E911
7336 911 Addressing Software	E911
7363 GIS Mapping Software	E911



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

9024
Clerk Asset Number:

Board Asset Number:

FROM: DMH
Department Name

DEPT _____
Number

DATE: 8-8-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item	Room #	Make
Doctors' office Bldg-D		
Model	Year	Serial Number
Other Description: This is Building at 1224 N Peacock This is Now a VA office		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: _____

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) _____

Location: (required) 1224 N Peacock Ave

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

Amanda Gray
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

6896

Board Asset Number: _____

FROM: Jail
Department Name

DEPT 0200
Number

DATE: 9-12-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Dishwasher</u>	Room # _____	Make <u>Hobart</u>
Model <u>AM15-2</u>	Year <u>2007</u>	Serial Number <u>23-1098381</u>
Other Description: _____ _____		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below. _____ _____		

DISPOSITION DATA

Type of Disposition: Replaced

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Replaced - no longer worked correctly

Location: (required) Jail

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

See attached form
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

ASSET ID	IMPROVEMENT	DESCRIPTION	CATEGORY	NO LABEL	DEPARTMENT
10077	000	DISHWASHER	OFFICE		0200
5559	000	GRAPHIC CONTROL PANE	COMM		0200
5962	000	WATER COOLER	EQUIP		0200
5964	000	SUBMERSIBLE PUMP	EQUIP		0200
5965	000	SUBMERSIBLE PUMP	EQUIP		0200
5985	000	ICE MAKER	EQUIP		0200
5992	000	6X12 ENCLOSED TRAILER	EQUIP	Drug Task Force	0200 Disposition
6894	000	DRYER	EQUIP		0200
6895	000	DRYER	EQUIP		0200
* 6896	000 8077	DISHWASHER	EQUIP		0200 8/22/25
6917	000	COMPUTER ENCLOSURE	OFFICE		0200
6947	000	PORTABLE AC UNIT	HVAC		0200
6948	000	PORTABLE AC UNIT	HVAC		0200
6983	000	GRAPHIC PANEL C-1	COMPUTER		0200
6984	000	GRAPHIC PANEL C-2	COMPUTER		0200
7022	000	DRAIN SNAKE / CLEANER	EQUIP		0200
7151	000	3 TON AIR CONDITIONER	HVAC		0200
7155	000	MUFFIN MONSTER GRIND	EQUIP	GRINDER -	0200
7451	000	SMART 911	COMPUTER	LICENSE &	0200 ??? Disposition
7455	000	WASHER	EQUIP	FY 2012/20	0200
7495	000	FREQUENTIS PROTECT 9	COMPUTER	FY 2012/20	0200 Disposition
7572	000	AC UNIT	HVAC	FY 2013/20	0200
7907	000	AIR CONDITIONER	EQUIP		0200
9005	000	CNTY JAIL BLDGS & LAND	BLDG1	OLD JAIL R	0200
9005	001	RE-ROOF JAIL	ROOF		0200 Repair
9005	002	MINI-SPLIT HEAT PUMP	BLDG1	COMPUTER R	0200
9005	003	MINI SPLIT HEATH PUM	BLDG1	COMMUNICAT	0200
9005	004	WATER HEATER	OTHERIMP	FYE 2012	0200
9005	005	WATER HEATER	OTHERIMP	FYE 2012	0200
9005	006	RELOCATE DISPATCH	OTHERIMP	INSTALL CI	0200 ???
9248	000	CONTROLLER FOR TRANE	EQUIP		0200
9249	000	CONDENSER-SWILL COOL	EQUIP		0200
9290	000	CHILLER @ JAIL	HVAC		0200
9312	000	DOOR PANEL CONTROL S	EQUIP		0200
9327	000	BOILER	EQUIP		0200
9328	000	BOILER	EQUIP		0200

* 6896 Replaced with 8077 10077

5992 Not here - DTP

7495 Don't know what this is

9005 Don't know what this is



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7451
Board Asset Number: _____

FROM: Jail
Department Name

DEPT 0200
Number

DATE: 9-30-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Smart 911</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Replaced

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Replaced / upgraded

Location: (required) _____

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7495

Board Asset Number: _____

FROM: Jail
Department Name

DEPT 0200
Number

DATE: 9-30-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Frequentis Protect 911 System</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Replaced

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Replaced / Upgraded

Location: (required) _____

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number:

1313

Board Asset Number:

FROM: Chamber of Commerce
Department Name

DEPT 1302
Number

DATE: 9-12-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Computer</u>	Room # <u>Dawn's Office</u>	Make <u>Dell</u>
Model <u>Inspiron 560</u>	Year <u>2012</u>	Serial Number <u>WRXXTR1</u>
Other Description: <u>County paid \$500.00</u>		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Junked

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) No longer works (crashed)

Location: (required) Chamber of Commerce

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

See attached email
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

Carley Ondash

From: taylorchamber@fairpoint.net
Sent: Monday, September 11, 2023 4:08 PM
To: Carley Ondash
Subject: RE: Fixed Assets Inventory FY 22/23

Lap top is here #6420
Storage shed is here #7154
Fryers are at the cook shed. #7346, #7347, #7348
Computer crashed – it's gone #7373 - disposition filled out

Dawn V. Perez, Executive Director
Perry-Taylor County Chamber of Commerce & Tourism Office
Keep Taylor County Beautiful
PO Box 892
Perry, FL 32348
850-584-5366
(Cell) 850-843-0992

From: Carley Ondash <c.ondash@taylorclerk.com>
Sent: Monday, July 31, 2023 3:22 PM
To: Dawn Taylor <taylorchamber@fairpoint.net>
Cc: Dannielle Welch <dwelch@taylorclerk.com>; Pemberton, Lawanda <LPemberton@taylorcountygov.com>
Subject: Fixed Assets Inventory FY 22/23

Hi Dawn! It's that time again for fixed assets 😊

Attached is the Chamber of Commerce's Fixed Assets inventory list for FY 22/23. Please fill this out, sign and date, and have this returned to Finance by September 11, 2023 at 5 pm.

NOTE: Any fixed assets that were disposed of in **FY 21/22** will still show on the list because they are purged from the system the year after they are disposed. Please write Previously Disposed on any assets that already have forms filled out that were sent to the board for approval. Also – If you have any assets that you want disposed, please write that on this sheet and send a disposition form that has already been filled out. Then, we will present them before the board for approval of disposition.

Thanks so much!

Carley Ondash
Accounts Payable Deputy Clerk
850-838-3506 (Ext.119)

Gary Knowles
Taylor County Clerk of Circuit Court
108 N. Jefferson Street
Perry, FL 32347
P.O. Box 620
Perry, FL 32348



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

5940 & 5941
Board Asset Number:

FROM: Taylor County Health Dept
Department Name

DEPT _____
Number

DATE: 09/12/23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Axim GPS Reild Computer</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: _____

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) not located past 2 years

Location: (required) _____

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

Board Asset Number: 6730

FROM: Taylor County Health Dept
Department Name

DEPT _____
Number

DATE: 09/12/23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Integrated Office</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: _____

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) No longer in possession - see inventory form

Location: (required) _____

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7596
Board Asset Number:

FROM: Taylor County Health Dept
Department Name

DEPT _____
Number

DATE: 09/12/23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Sealant Unit</u>	Room # _____	Make _____
Model _____	Year _____	Serial Number _____
Other Description: _____ _____ _____		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below. _____ _____ _____		

DISPOSITION DATA

Type of Disposition: transfer to another CHD

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) transferred to Wakulla CHD for use in their Dental Dept.

Location: (required) Wakulla CHD

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: _____ Date 9/19/23

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7180
Board Asset Number:

FROM: Health Dept.
Department Name

DEPT 0380
Number

DATE: 9-12-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Polycom Video Equip.</u>	Room # <u>150</u>	Make <u>Polycom</u>
Model <u>HDX700ZXL</u>	Year <u>2010</u>	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Surplus

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Returned to OIT

Location: (required) _____

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

See attached Sheet
Department Head

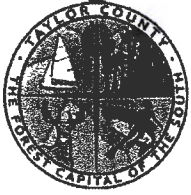
County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

ASSET ID	IMPROVEMENT	DESCRIPTION	CATEGORY	NO LABEL	DEPARTMENT	INVENTORIED DATE
3081	000	AA7-022-222-AUTOCLAV	OFFICE		0380	8/8/2023
3624	000	MICROSCOPE	OFFICE		0380	8/8/2023
5118	000	TIMUS 2S VISION SCRE	COMPUTER		0380	8/8/2023
5126	000	DOWN HOME OIL PAINTI	OFFICE		0380	8/7/2023
5127	000	CLOWN OIL PAINTING	OFFICE		0380	8/7/2023
5310	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5311	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5312	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5530	000	EIKI PROJECTOR	OFFICE		0380	09/12/23 - Room 120
5787	000	FETAL MONITOR	EQUIP		0380	8/8/2023
5804	000	LASER LEVEL	EQUIP		0380	8/7/2023
5940	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
5941	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
6730	000	INTEGRATED OFFICE	OFFICE		0380	No longer in possession ✓
6731	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6732	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6755	000	EXPLORER	AUTO		0380	8/7/2023
6776	000	AUDIOMETER	COMPUTER		0380	09/12/23 -PPS
6777	000	TUTMUS W/ PEDIATRIC	COMPUTER		0380	09/12/23 -Steinhatchee
6810	000	TRUCK	AUTO	HEALTH DEP	0380	8/7/2023
6890	000	2007 JEEP LIBERTY	AUTO		0380	8/7/2023
7004	000	EKG MACHINE	EQUIP		0380	8/7/2023
7084	000	DENTAL VACUUM SYSTEM	EQUIP		0380	8/8/2023
7085	000	FETAL MONITOR	EQUIP		0380	09/12/23 -Room 214
7086	000	AUTOCLAVE	EQUIP		0380	8/7/2023
7087	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7089	000	CONSOLE MOUNT LIGHT	EQUIP		0380	09/12/23 -Room 104
7090	000	INSTRUMENT HOLDER	EQUIP		0380	09/12/23 -Room 104
7092	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7093	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7094	000	3 POSITION INSTRUMEN	EQUIP		0380	09/12/23 -Room 209
7095	000	3 POSITION INSTRUMEN	EQUIP		0380	8/8/2023
7096	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7097	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7098	000	CHAIR	EQUIP		0380	8/8/2023
7099	000	CHAIR	EQUIP		0380	8/8/2023
7100	000	PANARAMIC X-RAY MACH	EQUIP		0380	8/8/2023
7101	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7102	000	SINGLE PUMP	EQUIP		0380	8/8/2023
7103	000	SENER SYS #1	EQUIP		0380	8/8/2023
7104	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7105	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7106	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7107	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7108	000	TWIN HEAD 230V PUMP	EQUIP		0380	8/8/2023
7109	000	AUTOCLAVE	EQUIP		0380	8/8/2023
7112	000	INTRAORAL SENSOR SIZ	EQUIP		0380	8/8/2023
7178	000	52 INCH SAMSUNG MONI	COMPUTER	52IN PROFE	0380	8/7/2023
7179	000	CART FOR PORTABLE PO	OFFICE		0380	8/7/2023
7180	000	POLYCOM VIDEO EQUIPM	COMPUTER		0380	Surplus-returned to OIT ✓
7181	000	DENTAL CHAIR	OFFICE		0380	Removed-replaced with new chair ✓
7182	000	REFRIGERATOR	EQUIP		0380	09/12/23 -Room 209
7183	000	COLPOSCOPY MACHINE	EQUIP		0380	8/7/2023
7324	000	SENSOR	EQUIP		0380	8/8/2023
7594	000	HEAT PUMP	HVAC	7 1/2 TON	0380	8/7/2023
7595	000	SERVER	COMPUTER		0380	Surplus-outdated ✓
7596	000	SEALANT UNIT	EQUIP	PORTABLE U	0380	No longer in possession /
7597	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7598	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7599	000	XRAY SENSOR	EQUIP	SIZE 1, RE	0380	8/8/2023
7614	000	SPOT VISION SCRENER	EQUIP		0380	09/12/23 -Room 209
7716	000	DODGE MINI VAN	AUTO	TAYLOR HD	0380	8/7/2023
7895	000	SUV-CHEVROLET EQUINO	AUTO		0380	8/7/2023
9078	000	LAND - HEALTH DEPART	LAND		0380	8/7/2023
9079	000	BUILDING - HEALTH DE	BLDG1		0380	8/7/2023
9080	000	PORTABLE BUILDING HE	BLDG2	DONATED BY	0380	8/7/2023

9/12/23 - Approved Rachael Yagerio



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7181

Board Asset Number: _____

FROM: Health Dept.
Department Name

DEPT 0380
Number

DATE: 9-12-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Dental Chair</u>	Room # <u>104</u>	Make <u>Midmar</u>
Model	Year <u>2010</u>	Serial Number <u>V877618</u>
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Replaced

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Replaced w/ new chair

Location: (required) Health Dept.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

See attached sheet
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

ASSET ID	IMPROVEMENT	DESCRIPTION	CATEGORY	NO LABEL	DEPARTMENT	INVENTORIED DATE
3081	000	AA7-022-222-AUTOC LAV	OFFICE		0380	8/8/2023
3624	000	MICROSCOPE	OFFICE		0380	8/8/2023
5118	000	TIMUS 2S VISION SCRE	COMPUTER		0380	8/8/2023
5126	000	DOWN HOME OIL PAINTI	OFFICE		0380	8/7/2023
5127	000	CLOWN OIL PAINTING	OFFICE		0380	8/7/2023
5310	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5311	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5312	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5530	000	EIKI PROJECTOR	OFFICE		0380	09/12/23 - Room 120
5787	000	FETAL MONITOR	EQUIP		0380	8/8/2023
5804	000	LASER LEVEL	EQUIP		0380	8/7/2023
5940	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
5941	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
6730	000	INTEGRATED OFFICE	OFFICE		0380	No longer in possession ✓
6731	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6732	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6755	000	EXPLORER	AUTO		0380	8/7/2023
6776	000	AUDIOMETER	COMPUTER		0380	09/12/23 -PPS
6777	000	TUTMUS W/ PEDIATRIC	COMPUTER		0380	09/12/23 -Steinhatchee
6810	000	TRUCK	AUTO	HEALTH DEP	0380	8/7/2023
6890	000	2007 JEEP LIBERTY	AUTO		0380	8/7/2023
7004	000	EKG MACHINE	EQUIP		0380	8/7/2023
7084	000	DENTAL VACUUM SYSTEM	EQUIP		0380	8/8/2023
7085	000	FETAL MONITOR	EQUIP		0380	09/12/23 -Room 214
7086	000	AUTOClave	EQUIP		0380	8/7/2023
7087	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7089	000	CONSOLE MOUNT LIGHT	EQUIP		0380	09/12/23 -Room 104
7090	000	INSTRUMENT HOLDER	EQUIP		0380	09/12/23 -Room 104
7092	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7093	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7094	000	3 POSITION INSTRUMEN	EQUIP		0380	09/12/23 -Room 209
7095	000	3 POSITION INSTRUMEN	EQUIP		0380	8/8/2023
7096	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7097	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7098	000	CHAIR	EQUIP		0380	8/8/2023
7099	000	CHAIR	EQUIP		0380	8/8/2023
7100	000	PANARAMIC X-RAY MACH	EQUIP		0380	8/8/2023
7101	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7102	000	SINGLE PUMP	EQUIP		0380	8/8/2023
7103	000	SENER SYS #1	EQUIP		0380	8/8/2023
7104	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7105	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7106	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7107	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7108	000	TWIN HEAD 230V PUMP	EQUIP		0380	8/8/2023
7109	000	AUTOClave	EQUIP		0380	8/8/2023
7112	000	INTRAORAL SENSOR SIZ	EQUIP		0380	8/8/2023
7178	000	52 INCH SAMSUNG MONI	COMPUTER	52IN PROFE	0380	8/7/2023
7179	000	CART FOR PORTABLE PO	OFFICE		0380	8/7/2023
7180	000	POLYCOM VIDEO EQUIPM	COMPUTER		0380	Surplus- returned to OIT ✓
7181	000	DENTAL CHAIR	OFFICE		0380	Removed-replaced with new chair ✓
7182	000	REFRIGERATOR	EQUIP		0380	09/12/23 -Room 209
7183	000	COLPOSCOPY MACHINE	EQUIP		0380	8/7/2023
7324	000	SENSOR	EQUIP		0380	8/8/2023
7594	000	HEAT PUMP	HVAC	7 1/2 TON	0380	8/7/2023
7595	000	SERVER	COMPUTER		0380	Surplus-outdated ✓
7596	000	SEALANT UNIT	EQUIP	PORTABLE U	0380	No longer in possession ✓
7597	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7598	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7599	000	XRAY SENSOR	EQUIP	SIZE 1, RE	0380	8/8/2023
7614	000	SPOT VISION SCREENER	EQUIP		0380	09/12/23 -Room 209
7716	000	DODGE MINI VAN	AUTO	TAYLOR HD	0380	8/7/2023
7895	000	SUV-CHEVROLET EQUINO	AUTO		0380	8/7/2023
9078	000	LAND - HEALTH DEPART	LAND		0380	8/7/2023
9079	000	BUILDING - HEALTH DE	BLDG1		0380	8/7/2023
9080	000	PORTABLE BUILDING HE	BLDG2	DONATED BY	0380	8/7/2023

9/12/23 - Approved Rachael Fagerio



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number:

7595
Board Asset Number:

FROM: Health Dept
Department Name

DEPT 0380
Number

DATE: 9-12-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Server</u>	Room # <u>120</u>	Make <u>Dell</u>
Model <u>Poweredge T620</u>	Year <u>2015</u>	Serial Number <u>4GHBBZ1</u>
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Surplus

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Outdated

Location: (required) Health Dept.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

See attached form
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

ASSET ID	IMPROVEMENT	DESCRIPTION	CATEGORY	NO LABEL	DEPARTMENT	INVENTORIED DATE
3081	000	AA7-022-222-AUTOCLAV	OFFICE		0380	8/8/2023
3624	000	MICROSCOPE	OFFICE		0380	8/8/2023
5118	000	TIMUS 2S VISION SCRE	COMPUTER		0380	8/8/2023
5126	000	DOWN HOME OIL PAINTI	OFFICE		0380	8/7/2023
5127	000	CLOWN OIL PAINTING	OFFICE		0380	8/7/2023
5310	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5311	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5312	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5530	000	EIKI PROJECTOR	OFFICE		0380	09/12/23 - Room 120
5787	000	FETAL MONITOR	EQUIP		0380	8/8/2023
5804	000	LASER LEVEL	EQUIP		0380	8/7/2023
5940	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
5941	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
6730	000	INTEGRATED OFFICE	OFFICE		0380	No longer in possession ✓
6731	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6732	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6755	000	EXPLORER	AUTO		0380	8/7/2023
6776	000	AUDIOMETER	COMPUTER		0380	09/12/23 - PPS
6777	000	TUTMUS W/ PEDIATRIC	COMPUTER		0380	09/12/23 - Steinhatchee
6810	000	TRUCK	AUTO	HEALTH DEP	0380	8/7/2023
6890	000	2007 JEEP LIBERTY	AUTO		0380	8/7/2023
7004	000	EKG MACHINE	EQUIP		0380	8/7/2023
7084	000	DENTAL VACUUM SYSTEM	EQUIP		0380	8/8/2023
7085	000	FETAL MONITOR	EQUIP		0380	09/12/23 - Room 214
7086	000	AUTOCLAVE	EQUIP		0380	8/7/2023
7087	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7089	000	CONSOLE MOUNT LIGHT	EQUIP		0380	09/12/23 - Room 104
7090	000	INSTRUMENT HOLDER	EQUIP		0380	09/12/23 - Room 104
7092	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7093	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7094	000	3 POSITION INSTRUMEN	EQUIP		0380	09/12/23 - Room 209
7095	000	3 POSITION INSTRUMEN	EQUIP		0380	8/8/2023
7096	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7097	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7098	000	CHAIR	EQUIP		0380	8/8/2023
7099	000	CHAIR	EQUIP		0380	8/8/2023
7100	000	PANARAMIC X-RAY MACH	EQUIP		0380	8/8/2023
7101	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7102	000	SINGLE PUMP	EQUIP		0380	8/8/2023
7103	000	SENER SYS #1	EQUIP		0380	8/8/2023
7104	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7105	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7106	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7107	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7108	000	TWIN HEAD 230V PUMP	EQUIP		0380	8/8/2023
7109	000	AUTOCLAVE	EQUIP		0380	8/8/2023
7112	000	INTRAORAL SENSOR SIZ	EQUIP		0380	8/8/2023
7178	000	52 INCH SAMSUNG MONI	COMPUTER	52IN PROFE	0380	8/7/2023
7179	000	CART FOR PORTABLE PO	OFFICE		0380	8/7/2023
7180	000	POLYCOM VIDEO EQUIPM	COMPUTER		0380	Surplus- returned to OIT ✓
7181	000	DENTAL CHAIR	OFFICE		0380	Removed-replaced with new chair ✓
7182	000	REFRIGERATOR	EQUIP		0380	09/12/23 - Room 209
7183	000	COLPOSCOPY MACHINE	EQUIP		0380	8/7/2023
7324	000	SENSOR	EQUIP		0380	8/8/2023
7594	000	HEAT PUMP	HVAC	7 1/2 TON	0380	8/7/2023
7595	000	SERVER	COMPUTER		0380	Surplus-outdated ✓
7596	000	SEALANT UNIT	EQUIP	PORTABLE U	0380	No longer in possession ✓
7597	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7598	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7599	000	XRAY SENSOR	EQUIP	SIZE 1, RE	0380	8/8/2023
7614	000	SPOT VISION SCREENER	EQUIP		0380	09/12/23 - Room 209
7716	000	DODGE MINI VAN	AUTO	TAYLOR HD	0380	8/7/2023
7895	000	SUV-CHEVROLET EQUINO	AUTO		0380	8/7/2023
9078	000	LAND - HEALTH DEPART	LAND		0380	8/7/2023
9079	000	BUILDING - HEALTH DE	BLDG1		0380	8/7/2023
9080	000	PORTABLE BUILDING HE	BLDG2	DONATED BY	0380	8/7/2023

9/12/23 - Approved Rachael Fagerio



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7597

Board Asset Number: _____

FROM: Health Dept.
Department Name

DEPT 0380
Number

DATE: 9-12-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Server w/ Processor</u>	Room # <u>120</u>	Make <u>Dell</u>
Model <u>PowerEdge T620</u>	Year <u>2015</u>	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Surplus

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Outdated

Location: (required) Health Dept.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

See attached form
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

ASSET ID	IMPROVEMENT	DESCRIPTION	CATEGORY	NO LABEL	DEPARTMENT	INVENTORIED DATE
3081	000	AA7-022-222-AUTOC LAV	OFFICE		0380	8/8/2023
3624	000	MICROSCOPE	OFFICE		0380	8/8/2023
5118	000	TIMUS 25 VISION SCRE	COMPUTER		0380	8/8/2023
5126	000	DOWN HOME OIL PAINTI	OFFICE		0380	8/7/2023
5127	000	CLOWN OIL PAINTING	OFFICE		0380	8/7/2023
5310	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5311	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5312	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5530	000	EIKI PROJECTOR	OFFICE		0380	09/12/23 - Room 120
5787	000	FETAL MONITOR	EQUIP		0380	8/8/2023
5804	000	LASER LEVEL	EQUIP		0380	8/7/2023
5940	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
5941	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
6730	000	INTEGRATED OFFICE	OFFICE		0380	No longer in possession ✓
6731	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6732	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6755	000	EXPLORER	AUTO		0380	8/7/2023
6776	000	AUDIOMETER	COMPUTER		0380	09/12/23 -PP5
6777	000	TUTMUS W/ PEDIATRIC	COMPUTER		0380	09/12/23 -Steinhatchee
6810	000	TRUCK	AUTO	HEALTH DEP	0380	8/7/2023
6890	000	2007 JEEP LIBERTY	AUTO		0380	8/7/2023
7004	000	EKG MACHINE	EQUIP		0380	8/7/2023
7084	000	DENTAL VACUUM SYSTEM	EQUIP		0380	8/8/2023
7085	000	FETAL MONITOR	EQUIP		0380	09/12/23 -Room 214
7086	000	AUTOClave	EQUIP		0380	8/7/2023
7087	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7089	000	CONSOLE MOUNT LIGHT	EQUIP		0380	09/12/23 -Room 104
7090	000	INSTRUMENT HOLDER	EQUIP		0380	09/12/23 -Room 104
7092	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7093	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7094	000	3 POSITION INSTRUMEN	EQUIP		0380	09/12/23 -Room 209
7095	000	3 POSITION INSTRUMEN	EQUIP		0380	8/8/2023
7096	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7097	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7098	000	CHAIR	EQUIP		0380	8/8/2023
7099	000	CHAIR	EQUIP		0380	8/8/2023
7100	000	PANARAMIC X-RAY MACH	EQUIP		0380	8/8/2023
7101	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7102	000	SINGLE PUMP	EQUIP		0380	8/8/2023
7103	000	SENER SYS #1	EQUIP		0380	8/8/2023
7104	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7105	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7106	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7107	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7108	000	TWIN HEAD 230V PUMP	EQUIP		0380	8/8/2023
7109	000	AUTOClave	EQUIP		0380	8/8/2023
7112	000	INTRAORAL SENSOR SIZ	EQUIP		0380	8/8/2023
7178	000	52 INCH SAMSUNG MONI	COMPUTER	52IN PROFE	0380	8/7/2023
7179	000	CART FOR PORTABLE PO	OFFICE		0380	8/7/2023
7180	000	POLYCOM VIDEO EQUIPM	COMPUTER		0380	Surplus- returned to OIT ✓
7181	000	DENTAL CHAIR	OFFICE		0380	Removed-replaced with new chair ✓
7182	000	REFRIGERATOR	EQUIP		0380	09/12/23 -Room 209
7183	000	COLPOSCOPY MACHINE	EQUIP		0380	8/7/2023
7324	000	SENSOR	EQUIP		0380	8/8/2023
7594	000	HEAT PUMP	HVAC	7 1/2 TON	0380	8/7/2023
7595	000	SERVER	COMPUTER		0380	Surplus-outdated ✓
7596	000	SEALANT UNIT	EQUIP	PORTABLE U	0380	No longer in possession /
7597	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7598	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7599	000	XRAY SENSOR	EQUIP	SIZE 1, RE	0380	8/8/2023
7614	000	SPOT VISION SCREENER	EQUIP		0380	09/12/23 -Room 209
7716	000	DODGE MINI VAN	AUTO	TAYLOR HD	0380	8/7/2023
7895	000	SUV-CHEVROLET EQUINO	AUTO		0380	8/7/2023
9078	000	LAND - HEALTH DEPART	LAND		0380	8/7/2023
9079	000	BUILDING - HEALTH DE	BLDG1		0380	8/7/2023
9080	000	PORTABLE BUILDING HE	BLDG2	DONATED BY	0380	8/7/2023

9/12/23 - Approved Rachael Fagerio



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number: _____

7598

Board Asset Number: _____

FROM: Health Dept.
Department Name

DEPT 0380
Number

DATE: _____

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Server w/ Processor</u>	Room # <u>120</u>	Make <u>Dell</u>
Model <u>PowerEdge T620</u>	Year <u>2015</u>	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: Surplus

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Outdated

Location: (required) Health Dept.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

See attached form
Department Head

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

ASSET ID	IMPROVEMENT	DESCRIPTION	CATEGORY	NO LABEL	DEPARTMENT	INVENTORIED DATE
3081	000	AA7-022-222-AUTOCLAV	OFFICE		0380	8/8/2023
3624	000	MICROSCOPE	OFFICE		0380	8/8/2023
5118	000	TIMUS 2S VISION SCRE	COMPUTER		0380	8/8/2023
5126	000	DOWN HOME OIL PAINTI	OFFICE		0380	8/7/2023
5127	000	CLOWN OIL PAINTING	OFFICE		0380	8/7/2023
5310	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5311	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5312	000	WORK STATION MODULE	OFFICE		0380	8/7/2023
5530	000	EIKI PROJECTOR	OFFICE		0380	09/12/23 - Room 120
5787	000	FETAL MONITOR	EQUIP		0380	8/8/2023
5804	000	LASER LEVEL	EQUIP		0380	8/7/2023
5940	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
5941	000	AXIM GPS FIELD COMPU	COMPUTER		0380	No longer in possession ✓
6730	000	INTEGRATED OFFICE	OFFICE		0380	No longer in possession ✓
6731	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6732	000	VITAL SIGN MONITOR W	COMPUTER		0380	8/8/2023
6755	000	EXPLORER	AUTO		0380	8/7/2023
6776	000	AUDIOMETER	COMPUTER		0380	09/12/23 - PPS
6777	000	TUTMUS W/ PEDIATRIC	COMPUTER		0380	09/12/23 - Steinhatchee
6810	000	TRUCK	AUTO	HEALTH DEP	0380	8/7/2023
6890	000	2007 JEEP LIBERTY	AUTO		0380	8/7/2023
7004	000	EKG MACHINE	EQUIP		0380	8/7/2023
7084	000	DENTAL VACUUM SYSTEM	EQUIP		0380	8/8/2023
7085	000	FETAL MONITOR	EQUIP		0380	09/12/23 - Room 214
7086	000	AUTOCLAVE	EQUIP		0380	8/7/2023
7087	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7089	000	CONSOLE MOUNT LIGHT	EQUIP		0380	09/12/23 - Room 104
7090	000	INSTRUMENT HOLDER	EQUIP		0380	09/12/23 - Room 104
7092	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7093	000	DENTAL LIGHT	EQUIP		0380	8/8/2023
7094	000	3 POSITION INSTRUMEN	EQUIP		0380	09/12/23 - Room 209
7095	000	3 POSITION INSTRUMEN	EQUIP		0380	8/8/2023
7096	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7097	000	DELIVERY SYSTEM	EQUIP		0380	8/8/2023
7098	000	CHAIR	EQUIP		0380	8/8/2023
7099	000	CHAIR	EQUIP		0380	8/8/2023
7100	000	PANARAMIC X-RAY MACH	EQUIP		0380	8/8/2023
7101	000	USB MODULE FOR SENSO	EQUIP		0380	8/8/2023
7102	000	SINGLE PUMP	EQUIP		0380	8/8/2023
7103	000	SENER SYS #1	EQUIP		0380	8/8/2023
7104	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7105	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7106	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7107	000	X-RAY MACHINE 66" DB	EQUIP		0380	8/8/2023
7108	000	TWIN HEAD 230V PUMP	EQUIP		0380	8/8/2023
7109	000	AUTOCLAVE	EQUIP		0380	8/8/2023
7112	000	INTRAORAL SENSOR SIZ	EQUIP		0380	8/8/2023
7178	000	52 INCH SAMSUNG MONI	COMPUTER	52IN PROFE	0380	8/7/2023
7179	000	CART FOR PORTABLE PO	OFFICE		0380	8/7/2023
7180	000	POLYCOM VIDEO EQUIPM	COMPUTER		0380	Surplus- returned to OIT ✓
7181	000	DENTAL CHAIR	OFFICE		0380	Removed-replaced with new chair ✓
7182	000	REFRIGERATOR	EQUIP		0380	09/12/23 - Room 209
7183	000	COLPOSCOPY MACHINE	EQUIP		0380	8/7/2023
7324	000	SENSOR	EQUIP		0380	8/8/2023
7594	000	HEAT PUMP	HVAC	7 1/2 TON	0380	8/7/2023
7595	000	SERVER	COMPUTER		0380	Surplus-outdated ✓
7596	000	SEALANT UNIT	EQUIP	PORTABLE U	0380	No longer in possession ✓
7597	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7598	000	SERVER W/ PROCESSOR	COMPUTER		0380	Surplus-outdated
7599	000	XRAY SENSOR	EQUIP	SIZE 1, RE	0380	8/8/2023
7614	000	SPOT VISION SCREENER	EQUIP		0380	09/12/23 - Room 209
7716	000	DODGE MINI VAN	AUTO	TAYLOR HD	0380	8/7/2023
7895	000	SUV-CHEVROLET EQUINO	AUTO		0380	8/7/2023
9078	000	LAND - HEALTH DEPART	LAND		0380	8/7/2023
9079	000	BUILDING - HEALTH DE	BLDG1		0380	8/7/2023
9080	000	PORTABLE BUILDING HE	BLDG2	DONATED BY	0380	8/7/2023

9/12/23 - Approved Rachael Fageris



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: EG11
Department Name

Clerk Asset Number:

DEPT 0239
Number

6254
Board Asset Number:
DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>GPS</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) Unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

[Signature]
County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:
DEPT 0239
Number

66660
Board Asset Number:
DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Software upgrade + L</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, but no longer in use.

Location: (required) Unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: ES11
Department Name

Clerk Asset Number:

DEPT 0239
Number

6837
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Sentinel Command Post</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, not longer for use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

Date 9/19/23

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number:

6919

Board Asset Number:

FROM: E911
Department Name

DEPT 0239
Number

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>T1- Steinhatchee</u> <u>911</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission.

9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

[Signature]
County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:

DEPT 0237
Number

7454
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Battery</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes" please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

Clerk Asset Number:

Board Asset Number:

FROM: E911
Department Name

DEPT 0237
Number

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item	Room #	Make
Logging recorder		
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA


Type of Disposition: removal / decommission

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

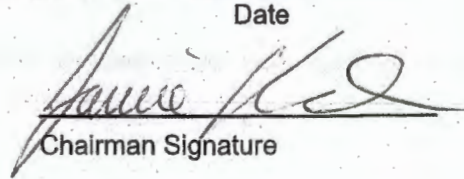
Explanation for Disposal: (required) no longer in use replace w/ Boc 1002
(new recorder)

Location: (required) Eoc sewer room

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission 9/19/23
Date



Department Head


Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number: _____
DEPT 0227
Number

5550
Board Asset Number:
DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Positron Power 911</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Could not locate but no longer in use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

[Signature]
County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number: _____

DEPT 0227
Number

6752
Board Asset Number:

DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Laptop</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

[Signature]
County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:
DEPT 0227
Number

6753
Board Asset Number:
DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Point to Point D2L</u> <u>M</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission 9/19/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:

DEPT 0227
Number

Board Asset Number:

DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>selective router for</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

Date 9/19/23

Chairman Signature [Signature]

Department Head [Signature]

County Administrator Approval [Signature]

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:
DEPT 0227
Number

6931
Board Asset Number:
DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>911 database + maps</u> <u>S</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission. 9/19/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:

DEPT 0227
Number

6932
Board Asset Number:

DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>911 routing memory</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number: _____
DEPT 0227
Number

7023
Board Asset Number:
DATE: 8-21-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>911 answering position</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: ES11
Department Name

Clerk Asset Number: _____

DEPT 0227
Number

7024
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>911 answering position</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use

Location: (required) Unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/17/23
Date

[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number: _____
DEPT 0227
Number

7141
Board Asset Number:
DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>instant radio recall</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA


Type of Disposition: removal


**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date


Department Head


Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number: _____

DEPT 0227
Number

7142
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>instant radio recall</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission.

9/19/23

Date

Department Head

Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number: _____

DEPT 0227
Number

7143
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>Instant radio recall</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

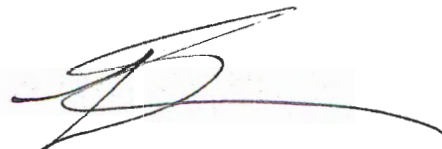
Type of Disposition: removal


**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) Unknown.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission: 9/19/23
Date


Department Head


Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:

DEPT 0227
Number

7318
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>911 545 phone card</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removed

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) Unable to locate, no longer in use.

Location: (required) Unknown

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

9/19/23
Date

Department Head

Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:

DEPT 0227
Number

7336

Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>911 addressing software</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission

9/19/23
Date

[Signature]
Chairman Signature

[Signature]
Department Head

[Signature]
County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager



DISPOSITION OF ASSET REPORT
TAYLOR COUNTY, FLORIDA

TO: BOARD OF COUNTY COMMISSIONERS

FROM: E911
Department Name

Clerk Asset Number:

DEPT 0227
Number

7363
Board Asset Number:

DATE: 8-22-23

To Whom It May Concern:

The following changes have occurred in the property in my custody. This information should be entered on your Property Record.

IDENTIFICATION DATA

Name of Item <u>GIS mapping software</u>	Room #	Make
Model	Year	Serial Number
Other Description:		
Purchased with Grant: Yes/No? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes' please explain reason to allow disposition below.		

DISPOSITION DATA

Type of Disposition: removal

**** Property that is missing or unable to locate shall be presented to the County Commission by the Property Custodian immediately.**

Explanation for Disposal: (required) unable to locate, no longer in use.

Location: (required) unknown.

APPROVED ☒ DENIED ☐ By the Taylor County Board of Commission. 9/19/23
Date


[Signature]
Department Head

[Signature]
Chairman Signature

County Administrator Approval

Date Removed From Asset Records

Fixed Assets Manager

TAYLOR COUNTY BOARD OF COMMISSIONERS	
<i>County Commission Agenda Item</i>	
SUBJECT/TITLE: 	The Board to Consider Approval of Memorandum of Agreement between Department of Environmental Protection (DEP) and Taylor County
MEETING DATE REQUESTED:	September 19, 2023

Statement of Issue: In order to facilitate the removal of debris from waterways.

Recommended Action: Approve

Fiscal Impact: TBD

Budgeted Expense: N/A

Submitted By: LaWanda Pemberton, County Administrator

Contact: 850-838-3500 ext. 6

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: Per Governor DeSantis Executive Orders, DEP is authorized to remove storm debris in areas impacted by Hurricane Idalia. The State contractor is additionally requesting use of a staging area at Blue Springs Roll Off site for temporary. The contractor has identified the following sites that DEP has tasked them to survey as:

- Ezell Beach Canal
- Dekle Beach Canal
- Spring Warrior Creek
- Steinhatchee
- Keaton Beach Canals

Options: Perform debris removal per County contract.

Attachments: MOA
Email from County Attorney, Conrad Bishop, II

LaWanda Pemberton

From: The Bishop Law Firm <lawbishop@fairpoint.net>
Sent: Friday, September 15, 2023 8:52 AM
To: LaWanda Pemberton
Cc: 'Gary Knowles'
Subject: FW: Waterway Debris
Attachments: Mission 02569_Taylor County Waterway Debris.pdf; DRAFT Taylor Co MOA_Idalia_Waterway Debris.docx

Lawanda,

Attached please find the Memorandum of Agreement between DEP and Taylor County. I have reviewed the same. I have called Mr. Wolfe on 9/14/23 @ 4:45 p.m. and left a voicemail. I was asking him if we would present this to the Board at the regular meeting, on Tuesday 9/19/23.

I also called you but got your voicemail.

I will let you know what Mr. Wolfe says when he calls me back.

Thank you and I hope you are doing fine.

Conrad Bishop, Jr.

Jamie Burkett for

Karen Parker

Legal Secretary
The Bishop Law Firm, P.A.
Attorneys at Law
Post Office Box 167
Perry, FL 32348
850-584-6113
850-584-2433 facsimile
karenparker@fairpoint.net
lawbishop@fairpoint.net

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From: Wolfe, Justin G. <Justin.G.Wolfe@FloridaDEP.gov>
Sent: Thursday, September 14, 2023 10:47 AM
To: lawbishop@fairpoint.net
Subject: RE: Waterway Debris

Mr. Bishop

MEMORANDUM OF AGREEMENT
BETWEEN
THE DEPARTMENT OF ENVIRONMENTAL PROTECTION
AND
TAYLOR COUNTY

This Memorandum of Agreement (MOA) is entered into by and between the Department of Environmental Protection (Department or DEP), an agency of the State of Florida and Taylor County (County), a county of the State of Florida (collectively Parties).

WHEREAS, the Board of Trustees of the Internal Improvement Trust Fund (Board) of the state is vested and charged with the acquisition, administration, management, control, supervision, conservation, protection, and disposition of all lands owned by the state or any of its agencies in accordance with Section 253.03, F.S. These lands include (a) all swamp and overflowed lands held by the state or which may hereafter inure to the state; (b) all lands owned by the state by right of its sovereignty; (c) all internal improvement lands proper; (d) all tidal lands; and (e) all lands covered by shallow waters of the ocean or gulf, or bays or lagoons thereof, and all lands owned by the state covered by fresh water;

WHEREAS, the Department must perform all staff duties and functions related to the acquisition, administration, and disposition of state lands, title to which is or will be vested in the Board in accordance with Section 253.002, F.S.;

WHEREAS, the Governor issued Executive Order Nos. 23-171, 23-172, 23-174 and 23-175, declaring a state of emergency posing an imminent danger to the public health, safety, welfare, and property throughout the designated Emergency Area in response to Hurricane Idalia;

WHEREAS, DEP issued an Emergency Final Order (EFO 23-1348) in response to the imminent and immediate danger to the public health, safety, and welfare of the citizens of the State of Florida caused by Hurricane Idalia;

WHEREAS, Hurricane Idalia made landfall in the Big Bend area of Florida and deposited significant volumes of debris within the designated Emergency Area;

WHEREAS, much of the debris was deposited along waterways and sovereign submerged state lands within the designated Emergency Area;

WHEREAS, the Parties agree that the removal of waterway debris is necessary to cope with the emergency as the debris can negatively impact water quality and natural ecosystems and exacerbate flooding in storm-impacted areas, causing an immediate threat to public health and safety and the recovery of impacted communities.

WHEREAS, DEP has the authority to remove debris from sovereign submerged state lands;

WHEREAS, the County owns or is otherwise legally responsible for maintenance of certain waterways within its geographical area;

WHEREAS, the County is a fiscally constrained county without the financial capability to perform debris removal activities within its waterways.

WHEREAS, the County entered Mission 02569 requesting that the State of Florida remove debris generated by Hurricane Idalia from all waterways in the Taylor County, including county and municipal waterways.

NOW THEREFORE, in accordance with the facts set forth above, the County requests that DEP perform debris removal activities within its waterways to the extent DEP is empowered to perform same, and both parties agree to the following:

- (1) The County grants access and permission to the Department, and its contractors and its agents, to enter and remove storm generated debris from all water ways, including canals, that the County owns or otherwise has the legal responsibility to maintain.
- (2) DEP bears the sole responsibility for the costs of performing any and all necessary debris removal activities along the County's waterways and will not seek reimbursement of any costs from the County. DEP may seek reimbursement of these costs through any available federal grant programs.
- (3) DEP may perform any and all necessary debris removal activities in the manner DEP deems appropriate so long as such activities comply with all applicable state laws, rules, and emergency orders in effect for Hurricane Idalia.

IN WITNESS WHEREOF, the parties have caused this MOA to be duly executed and in effect on the day of the last signing party below.

FLORIDA DEPARTMENT OF
ENVIRONMENTAL PROTECTION

TAYLOR COUNTY, FLORIDA

Mara Gambineri Date
Deputy Secretary for Land and Recreation

Jamie English, Chairperson Date
Taylor County 9/19/23

TAYLOR COUNTY BOARD OF COMMISSIONERS

County Commission Agenda Item

SUBJECT/TITLE:

The Board to Consider Approval of Interlocal Agreement between the City of Perry and Taylor County in order for Department of Transportation to remove right of way debris on City roads.



MEETING DATE REQUESTED:

September 19, 2023

Statement of Issue: In order to facilitate the removal of debris from City roads.

Recommended Action: Approve

Fiscal Impact: TBD

Budgeted Expense: N/A

Submitted By: LaWanda Pemberton, County Administrator

Contact: 850-838-3500 ext. 6

SUPPLEMENTAL MATERIAL / ISSUE ANALYSIS

History, Facts & Issues: Per Governor DeSantis Executive Orders, right of way Debris removal will be performed by the Florida Department of Transportation (FDOT). FDOT is requesting the approval of the attached Interlocal Agreement in order to extend debris removal service to the City of Perry.

Options: Approve/Do Not Approve

Attachments: Interlocal Agreement

INTERLOCAL AGREEMENT BETWEEN TAYLOR COUNTY AND THE CITY OF PERRY

This Interlocal Agreement is entered into this 19th day of September, 2023 between the Board of County Commissioners of Taylor County (the "COUNTY"), a political subdivision of the state of Florida, and Perry, Florida ("CITY").

Recitals

WHEREAS, the COUNTY is a local emergency management agency as defined in Section 52.34(6), Florida Statutes; and

WHEREAS, Section 252.38 (1)(b), Florida Statutes, provides that the Emergency Management director shall coordinate emergency management activities, services, and programs within the county; and

WHEREAS, Section 252.38 (2), Florida Statutes, provides Municipalities without emergency management programs shall be served by their respective county agencies; and

WHEREAS, a local state of emergency must be declared to activate this agreement; and

WHEREAS, Section 252.38 (3), Florida Statutes, provides emergency powers to political subdivisions as set forth therein, including but not limited to, performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community

NOW THEREFORE, it is agreed as follows:

1. Authority.

This Agreement is entered into pursuant to the Florida Interlocal Cooperation Act of 1969 (Section 163.01, Florida Statutes) and the constitutional and statutory powers of the COUNTY and the CITY.

2. Duration.

This Agreement shall remain in effect until it is terminated in writing by either party upon 60 days written notice.

3. Effect of Recitals.

The recitals set forth above are adopted as findings of fact and incorporated into this agreement.

4. Responsibilities of the County.

The under this Agreement the Entities agree to:

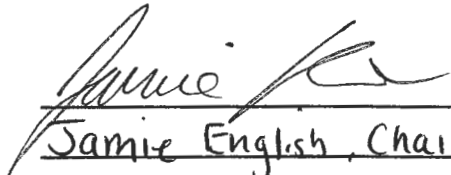
- A. Provide services under this agreement only to the portion of the CITY within COUNTY borders.

- B.** Should any of the entities determine a need for governmental or proprietary service or resource not found within its own jurisdiction, Participating or Requesting Entity shall evaluate whether the need would be appropriate for an exchange of services or resources under this agreement.
- C.** It shall be left to the discretion of the Responding Entity providing the services and/or resources to determine whether to seek reimbursement for out-of-pocket expenses incurred in rendering the requested services or resources. In the event that any such payment is requested for services or resources provided, said payment shall be made within thirty (30) days of the date of receipt of any billing therefor.
- D.** In cooperation with the CITY, identify and designate suitable school facilities to serve as emergency public shelters, persons with special medical need shelter(s), pet friendly shelters, refuge(s) of last resort, and host shelter operations during hurricanes or other natural disasters, technological disasters or humanitarian support, and in the event of a mass medical or mass violence crimes-reunification centers when deemed in the best interest of the CITY and local law enforcement.
- E.** Manage approval, with concurrence of the CITY, of all requests, regardless of requesting agency, for any emergency purposes under this Agreement.
- F.** Cooperate with the CITY for any emergency or disaster preparedness and recovery initiatives that are in the mutual best-interest of both parties to; serve the public, build disaster resiliency, and ensure continuity of operations, as well as share interoperable communication linkages such as voice, data, two-way radio systems, security systems, towers, antennas when deemed appropriate. Such efforts may also include, but not be limited to joint efforts for fuel purchases, fuel storage, fuel dispensing, debris removal efforts, debris staging sites, generators, storm shutters, potable and waste-water systems, roofing improvements, storage locations and or storage facilities, and other temporary emergency use of facilities, supplies, equipment, and vehicles that may contribute to reduced future disaster cost and evacuation shelter resiliency.
- G.** CITY shall provide, to the lawful extent possible, any requested assistance to the COUNTY in the event emergencies arise that do not require a "state of local emergency" to be declared by the COUNTY or the CITY.
- H.** Each party agrees to indemnify, defend, and hold-harmless the other, its officers, board members, agents and employees from and against any and all fines, suits, claims, demands, penalties, liabilities, costs or expenses, losses, settlements, judgements and awards and actions of whatever kind or nature, including attorney's fees and cost (and cost and fees on appeal), and damages (including, but not limited to, actual and consequential damages) arising from any negligent, or wrongful misconduct, knowing misrepresentation or breach of this Agreement by such party, its officers, board members, agents or employees. This paragraph shall not be considered in any way to alter the COUNTY's or the CITY's waiver of sovereign immunity or extend the party's liability beyond the scope or limits established in Section 768.28, Florida Statutes.
- I.** Any amendment to this Agreement or any Exhibits hereto shall be in writing and shall not be effective until executed by both parties.

- J. This Agreement Is entered into solely for the benefit of the COUNTY and the CITY and not for the benefit of any third party. This Agreement shall not be deemed to confer any rights, express or implied, upon any third party.
- K. This Agreement shall become effective upon filing a fully executed and dated original or certified copy hereof in the Official Records in the office of the Clerk of the Circuit Court of Taylor County, Florida.

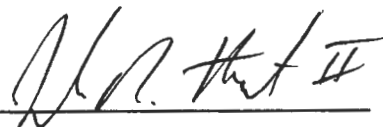
IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

Taylor County Board of County Commissioners of



Samie English, Chairman
Name and Title

ATTEST



CITY MANAGER
Name and Title
City of Perry, FL