



Union County Board of County Commissioners

15 Northeast 1st Street, Lake Butler, FL 32054 • Phone: 386-496-4241 • Fax: 386-496-4810

AGENDA
REGULAR BUSINESS MEETING
SEPTEMBER 02, 2025

4:30 P.M.

NOTE: If any person decides to appeal any decision made with respect to any matter considered at this meeting or hearing, he or she will need a record for the proceedings and may need to ensure that a verbatim record is made

1. Meeting Called to Order.....Chairman Dobbs
2. Invocation and Pledge.....Commissioner Johns
3. Adoption of the Agenda
4. Public Comments
5. Approval of Finance Report.....Chairman Dobbs
6. Consideration of the Contract Between the County and the Health Department.....Jimmy Williams
7. Consideration of Union County Small County Consolidated Solid Waste Management Grant #CW029, FY 2025-26, \$93,750.....Jimmy Williams
8. Consideration of State Financial Assistance Agreement SCOOCEP, Amendment No. 1...Jimmy Williams
9. Report from County Coordinator, Jimmy Williams.....Jimmy Williams
10. Report from Kellie Hendricks Rhoades, Clerk of Courts and Comptroller.....Clerk Rhoades
11. Report from Russell A. Wade III, County Attorney..... Attorney Wade
12. Report from County Commissioners
 Donna Jackson, District 1
 Channing Dobbs, District 2
 Melissa McNeal, District 3
 Mac Johns, District 4
 Willie Croft, District 5
13. Adjournment

BOARD MEMBERS:

DONNA JACKSON, District 1 • CHANNING DOBBS, District 2 • MELISSA McNEAL District 3 • MAC JOHNS, District 4 • WILLIE CROFT, District 5

KELLIE HENDRICKS RHOADES
Clerk of Court/Comptroller

RUSSELL WADE
County Attorney

**CONTRACT BETWEEN
UNION COUNTY BOARD OF COUNTY COMMISSIONERS
AND
STATE OF FLORIDA DEPARTMENT OF HEALTH
FOR OPERATION OF THE
UNION COUNTY HEALTH DEPARTMENT
CONTRACT YEAR 2025-2026**

This contract is made and entered into between the State of Florida, Department of Health ("State"), and the Union County Board of County Commissioners ("County"), through their undersigned authorities, effective October 1, 2025. 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. Union 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, 2025, through September 30, 2026, 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 \$ 1,558,112 *(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 \$ 35,000 *(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
Union County Health Department
495 East Main Street
Lake Butler, FL 32054

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 Union 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, 2026, for the reporting period of October 1, 2025, through December 31, 2025; and
- ii. June 1, 2026, for the reporting period of October 1, 2025, through March 31, 2026; and
- iii. September 1, 2026, for the reporting period of October 1, 2025 through June 30, 2026; and
- iv. December 1, 2026, for the reporting period of October 1, 2025 through September 30, 2026.

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, 2026, 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:

Amie G. Oody
Name
Administrator/Director
Title
495 East Main Street
Lake Butler, FL 32054
Address
amie.oody@flhealth.gov
Email Address
(904) 496-3211
Telephone

For the County:

Kellie Hendricks Rhoades, CPA
Name
Clerk of Court
Title
15 Northeast 1st Street
Lake Butler, FL 32054
Address
rhoadesk@unionclerk.com
Email Address
(386) 496-3711
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 (six pages), Attachment III (one pages), 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 2025.

**BOARD OF COUNTY COMMISSIONERS
FOR UNION COUNTY**

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

SIGNED BY: _____

NAME: Channing Dobbs

TITLE: Chairman

DATE: _____

SIGNED BY: _____

NAME: Joseph A. Ladapo, M.D., Ph.D.

TITLE: State Surgeon

DATE: _____

ATTESTED TO:

SIGNED BY: _____

NAME: Kellie Hendricks Rhoades

TITLE: Clerk of Court

DATE: _____

SIGNED BY: _____

NAME: Amie G. Oody

TITLE: CHD Director or Administrator

DATE: _____

ATTACHMENT I
UNION 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

- 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
UNION 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 09/30/25	51623	733889	785512
2. Drawdown for Contract Year October 1, 2025 to September 30, 2026	-51623	-271164	-322787
3. Special Capital Project use for Contract Year October 1, 2025 to September 30, 2026	0	0	0
4. Balance Reserved for Contingency Fund October 1, 2025 to September 30, 2026	0	462725	462725

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

ATTACHMENT II

UNION COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2025 to September 30, 2026

	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	7,504	0	7,504	0	7,504
015040 SCHOOL BASED DENTAL SEALANT	180,905	0	180,905	0	180,905
015040 DENTAL SPECIAL INITIATIVE PROJECTS	6,082	0	6,082	0	6,082
015040 EPIDEMIOLOGY SURVEILLANCE GENERAL REVENUE	79,035	0	79,035	0	79,035
015040 FAMILY PLANNING GENERAL REVENUE	16,897	0	16,897	0	16,897
015040 PRIMARY CARE PROGRAM	91,661	0	91,661	0	91,661
015040 RACIAL & ETHNIC DISPARITIES - CHD EXPENSES	52,000	0	52,000	0	52,000
015040 SCHOOL HEALTH SERVICES	85,660	0	85,660	0	85,660
015040 SWIMMING LESSONS VOUCHER PROGRAM	7,800	0	7,800	0	7,800
015050 CHD GENERAL REVENUE NON-CATEGORICAL	570,486	0	570,486	0	570,486
GENERAL REVENUE TOTAL	1,098,030	0	1,098,030	0	1,098,030
2. NON GENERAL REVENUE - STATE					
015010 CESSATION TREATMENT AND COUNSELING	47,850	0	47,850	0	47,850
015010 TOBACCO STATE & COMMUNITY HEALTHY BABY	20,000	0	20,000	0	20,000
NON GENERAL REVENUE TOTAL	67,850	0	67,850	0	67,850
3. FEDERAL FUNDS - STATE					
007000 COLORECTAL CANCER SCREENING	28,339	0	28,339	0	28,339
007000 COMPREHENSIVE COMMUNITY CARDIO - PHBG	38,688	0	38,688	0	38,688
007000 STRATEG APPR TO HLTH EQ FOR POPULA WITH DIABETES	18,721	0	18,721	0	18,721
007000 FAMILY PLANNING TITLE X - GRANT	42,005	0	42,005	0	42,005
007000 PUBLIC HLTH INFRASTRUCTURE & WORKFORCE/CENTRAL 1	120,111	0	120,111	0	120,111
007000 THE NATIONAL CARDIOVASCULAR HEALTH PROGRAM	9,310	0	9,310	0	9,310
007000 IMMUNIZATION ACTION PLAN	4,100	0	4,100	0	4,100
007000 MCH SPECIAL PROJCT DENTAL	4,732	0	4,732	0	4,732
007000 MEDICAL HOME FOR CHILD & ADOLESCENT HEALTH	10,730	0	10,730	0	10,730
007000 BASE COMMUNITY PREPAREDNESS CAPABILITY	102,811	0	102,811	0	102,811
015075 SCHOOL HEALTH SERVICES	12,685	0	12,685	0	12,685
FEDERAL FUNDS TOTAL	392,232	0	392,232	0	392,232
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE					
	0	0	0	0	0
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL	0	0	0	0	0
5. OTHER CASH CONTRIBUTIONS - STATE:					
031005 GENERAL CLINIC RABIES SERVICES & DRUG PURCHASES	10,000	0	10,000	0	10,000
031005 FEDERALLY QUALIFIED HEALTH CENTER FEES	1,135	0	1,135	0	1,135
090001 DRAW DOWN FROM PUBLIC HEALTH UNIT	51,623	0	51,623	0	51,623
OTHER CASH CONTRIBUTION TOTAL	62,758	0	62,758	0	62,758
6. MEDICAID - STATE/COUNTY:					
001057 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	15,630	15,630	0	15,630
001059 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	70	70	0	70

ATTACHMENT II

UNION COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2025 to September 30, 2026

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
001059 LOW INCOME POOL FQHC ALLOCATION	0	167,878	167,878	0	167,878
001147 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	630	630	0	630
001148 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	111,970	111,970	0	111,970
001149 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	212,400	212,400	0	212,400
MEDICAID TOTAL	0	508,578	508,578	0	508,578
7. ALLOCABLE REVENUE - STATE:					
004010 FEDERALLY QUALIFIED HEALTH CENTER FEES	25	0	25	0	25
ALLOCABLE REVENUE TOTAL	25	0	25	0	25
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE					
ADAP	0	0	0	0	0
PHARMACY DRUG PROGRAM	0	0	0	1,704	1,704
WIC PROGRAM	0	0	0	331,369	331,369
BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	304	304
IMMUNIZATIONS	0	0	0	23,401	23,401
OTHER STATE CONTRIBUTIONS TOTAL	0	0	0	356,778	356,778
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT					
008005 CHD LOCAL REVENUE & EXPENDITURES	0	35,000	35,000	0	35,000
DIRECT COUNTY CONTRIBUTIONS TOTAL	0	35,000	35,000	0	35,000
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY					
001077 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	44,346	44,346	0	44,346
001077 CHD SALE OF SERVICES IN OR OUTSIDE OF STATE GOVT	0	1,075	1,075	0	1,075
001110 VITAL STATISTICS CERTIFIED RECORDS	0	23,035	23,035	0	23,035
FEES AUTHORIZED BY COUNTY TOTAL	0	68,456	68,456	0	68,456
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY					
001029 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	134,000	134,000	0	134,000
001090 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	169,709	169,709	0	169,709
007010 FEDERAL QUALIFIED HEALTH CENTER INDIRECT EARNING	0	112,000	112,000	0	112,000
007010 HEALTH CENTER CLUSTER GRANT - DIRECT TO CHD	0	425,444	425,444	0	425,444
011001 CHD HEALTHY START COALITION CONTRACT	0	115,862	115,862	0	115,862
090002 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	271,164	271,164	0	271,164
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL	0	1,228,179	1,228,179	0	1,228,179
12. ALLOCABLE REVENUE - COUNTY					
004010 FEDERALLY QUALIFIED HEALTH CENTER FEES	0	25	25	0	25
COUNTY ALLOCABLE REVENUE TOTAL	0	25	25	0	25
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	36,000	36,000
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	600	600

ATTACHMENT II

UNION COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2025 to September 30, 2026

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
INSURANCE	0	0	0	3,000	3,000
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	39,600	39,600
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	2,000	2,000
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	2,000	2,000
GRAND TOTAL CHD PROGRAM	1,620,895	1,840,238	3,461,133	398,378	3,859,511

ATTACHMENT II

UNION COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service

October 1, 2025 to September 30, 2026

	Quarterly Expenditure Plan									Grand Total
	FTE's	Clients	Services/	1st	2nd	3rd	4th	State	County	
	(0.00)	Units	Visits	(Whole dollars only)						
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	0.48	712	752	18,228	15,625	18,228	15,884	53,064	14,901	67,965
SEXUALLY TRANS. DIS. (102)	0.45	53	72	9,779	8,382	9,779	8,521	0	36,461	36,461
HIV/AIDS PREVENTION (03A1)	0.00	0	0	0	0	0	0	0	0	0
HIV/AIDS SURVEILLANCE (03A2)	0.00	0	0	0	0	0	0	0	0	0
HIV/AIDS PATIENT CARE (03A3)	0.00	0	0	0	0	0	0	0	0	0
ADAP (03A4)	0.02	0	0	666	571	666	581	2,484	0	2,484
TUBERCULOSIS (104)	0.13	130	130	3,513	3,011	3,513	3,061	13,098	0	13,098
COMM. DIS. SURV. (106)	1.27	0	901	33,266	28,515	33,266	28,987	124,034	0	124,034
HEPATITIS (109)	0.04	2	2	1,433	1,228	1,433	1,248	5,342	0	5,342
PREPAREDNESS AND RESPONSE (116)	0.84	0	0	28,330	24,284	28,330	24,686	105,630	0	105,630
REFUGEE HEALTH (118)	0.00	0	0	0	0	0	0	0	0	0
VITAL RECORDS (180)	0.40	1,550	3,704	8,078	6,925	8,078	7,039	0	30,120	30,120
COMMUNICABLE DISEASE SUBTOTAL	3.63	2,447	5,561	103,293	88,541	103,293	90,007	303,652	81,482	385,134
B. PRIMARY CARE:										
CHRONIC DISEASE PREVENTION PRO (210)	2.95	0	0	61,698	52,887	61,698	53,761	230,044	0	230,044
WIC (21W1)	0.00	0	0	0	0	0	0	0	0	0
TOBACCO USE INTERVENTION (212)	0.26	0	0	7,796	6,682	7,796	6,792	29,066	0	29,066
WIC BREASTFEEDING PEER COUNSELING (21W2)	0.00	0	0	0	0	0	0	0	0	0
FAMILY PLANNING (223)	1.24	204	293	30,469	26,118	30,469	26,550	84,972	28,634	113,606
IMPROVED PREGNANCY OUTCOME (225)	0.32	23	71	11,062	9,482	11,062	9,638	0	41,244	41,244
HEALTHY START PRENATAL (227)	0.72	82	418	19,980	17,126	19,980	17,409	0	74,495	74,495
COMPREHENSIVE CHILD HEALTH (229)	1.19	113	660	33,632	28,829	33,632	29,306	62,029	63,370	125,399
HEALTHY START CHILD (231)	0.72	91	930	17,217	14,758	17,217	15,003	0	64,195	64,195
SCHOOL HEALTH (234)	1.92	0	37,210	51,922	44,508	51,922	45,244	193,596	0	193,596
COMPREHENSIVE ADULT HEALTH (237)	14.31	1,818	5,333	488,674	418,889	488,674	425,812	465,701	1,356,348	1,822,049
COMMUNITY HEALTH DEVELOPMENT (238)	0.95	0	0	13,566	11,629	13,566	11,820	50,241	340	50,581
DENTAL HEALTH (240)	4.00	1,057	1,729	86,876	74,470	86,876	75,702	193,794	130,130	323,924
PRIMARY CARE SUBTOTAL	28.58	3,388	46,644	822,892	705,378	822,892	717,037	1,309,443	1,758,756	3,068,199
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COSTAL BEACH MONITORING (347)	0.00	0	0	0	0	0	0	0	0	0
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.00	0	0	0	0	0	0	0	0	0
PUBLIC WATER SYSTEM (358)	0.00	0	0	0	0	0	0	0	0	0
PRIVATE WATER SYSTEM (359)	0.00	0	0	0	0	0	0	0	0	0
ONSITE SEWAGE TREATMENT & DISPOSAL (361)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.00	0	0	0	0	0	0	0	0	0
Facility Programs										
TATTOO FACILITY SERVICES (344)	0.00	0	0	0	0	0	0	0	0	0
FOOD HYGIENE (348)	0.00	0	0	0	0	0	0	0	0	0

ATTACHMENT II

UNION COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service
October 1, 2025 to September 30, 2026

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan				State	County	Grand Total
				1st	2nd (Whole dollars only)	3rd	4th			
BODY PIERCING FACILITIES SERVICES (349)	0.00	0	0	0	0	0	0	0	0	0
GROUP CARE FACILITY (351)	0.00	0	0	0	0	0	0	0	0	0
MIGRANT LABOR CAMP (352)	0.00	0	0	0	0	0	0	0	0	0
HOUSING & PUB. BLDG. (353)	0.00	0	0	0	0	0	0	0	0	0
MOBILE HOME AND PARK (354)	0.00	0	0	0	0	0	0	0	0	0
POOLS/BATHING PLACES (360)	0.00	0	0	0	0	0	0	0	0	0
BIOMEDICAL WASTE SERVICES (364)	0.00	0	0	0	0	0	0	0	0	0
TANNING FACILITY SERVICES (369)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.00	0	0	0	0	0	0	0	0	0
Groundwater Contamination										
STORAGE TANK COMPLIANCE SERVICES (355)	0.00	0	0	0	0	0	0	0	0	0
SUPER ACT SERVICES (356)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.00	0	0	0	0	0	0	0	0	0
Community Hygiene										
COMMUNITY ENVIR. HEALTH (345)	0.00	0	0	0	0	0	0	0	0	0
INJURY PREVENTION (346)	0.00	0	0	2,092	1,793	2,092	1,823	7,800	0	7,800
LEAD MONITORING SERVICES (350)	0.00	0	0	0	0	0	0	0	0	0
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0
SOLID WASTE DISPOSAL SERVICE (363)	0.00	0	0	0	0	0	0	0	0	0
SANITARY NUISANCE (365)	0.00	0	0	0	0	0	0	0	0	0
RABIES SURVEILLANCE (366)	0.00	0	0	0	0	0	0	0	0	0
ARBORVIRUS SURVEIL. (367)	0.00	0	0	0	0	0	0	0	0	0
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0
WATER POLLUTION (370)	0.00	0	0	0	0	0	0	0	0	0
INDOOR AIR (371)	0.00	0	0	0	0	0	0	0	0	0
RADIOLOGICAL HEALTH (372)	0.00	0	0	0	0	0	0	0	0	0
TOXIC SUBSTANCES (373)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.00	0	0	2,092	1,793	2,092	1,823	7,800	0	7,800
ENVIRONMENTAL HEALTH SUBTOTAL	0.00	0	0	2,092	1,793	2,092	1,823	7,800	0	7,800
D. NON-OPERATIONAL COSTS:										
NON-OPERATIONAL COSTS (599)	0.00	0	0	0	0	0	0	0	0	0
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	0	0	0	0	0	0	0
MEDICAID BUYBACK (611)	0.00	0	0	0	0	0	0	0	0	0
NON-OPERATIONAL COSTS SUBTOTAL	0.00	0	0	0	0	0	0	0	0	0
TOTAL CONTRACT	32.21	5,835	52,205	928,277	795,712	928,277	808,867	1,620,895	1,840,238	3,461,133

ATTACHMENT III
UNION 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 - 2025 - 2026
Union County Health Department
Facilities Utilized by the County Health Department

[illegible]

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
UNION 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>
2024-2025*	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
2025-2026**	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
2026-2027***	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
2027-2028***	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
PROJECT TOTAL	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>

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 9/30/25

** Cash to be transferred to FCO account.

*** Cash anticipated for future contract years.

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Standard Grant Agreement**

This Agreement is entered into between the Parties named below, pursuant to section 215.971, Florida Statutes:

1. Project Title (Project):	Agreement Number:
Union County Small County Consolidated Solid Waste Management Grant CW029	
2. Parties	
State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard Tallahassee, Florida 32399-3000 (Department)	
Grantee Name:	Entity Type:
Union County Board of County Commissioners	Local Government
Grantee Address:	FEID:
55 West Main Street, Room 101 Lake Butler, Florida 32054	59-6000882
(Grantee)	
3. Agreement Begin Date: Date of Expiration:	
October 1, 2025	September 30, 2026
4. Project Number: CW029 Project Location(s):	
(If different from Agreement Number) Union County, FL	
Project Description: Small County Consolidated Solid Waste Management Grant	

5. Total Amount of Funding: \$93,750.00	Funding Source?	Award #s or Line-Item Appropriations:	Amount per Source(s):
	<input checked="" type="checkbox"/> State <input type="checkbox"/> Federal	2025-26 GAA Line Item #1611	\$ 93,750.00
	<input type="checkbox"/> State <input type="checkbox"/> Federal		\$
	<input type="checkbox"/> State <input type="checkbox"/> Federal		\$
	<input type="checkbox"/> Grantee Match		\$

Total Amount of Funding + Grantee Match, if any: \$ 93,750.00

6. Department's Grant Manager	Grantee's Grant Manager
Name: Lindsey Bradley-Brown	Name: Pam Woodington
or successor	or successor
Address: 2600 Blair Stone Rd.	Address: 55 West Main Street, Room 103
Tallahassee, FL. 32399	Lake Butler, Florida 32054
Phone: (850)245-8977	Phone: 386-496-8208
Email: lindsey.bradleybrown@floridadep.gov	Email: woodingtonp@unionclerk.com

7. The Parties agree to comply with the terms and conditions of the following attachments and exhibits which are hereby incorporated by reference:

<input checked="" type="checkbox"/> Attachment 1: Standard Terms and Conditions Applicable to All Grants Agreements
<input checked="" type="checkbox"/> Attachment 2: Special Terms and Conditions
<input checked="" type="checkbox"/> Attachment 3: Grant Work Plan
<input checked="" type="checkbox"/> Attachment 4: Public Records Requirements
<input checked="" type="checkbox"/> Attachment 5: Special Audit Requirements
<input checked="" type="checkbox"/> Attachment 6: Program-Specific Requirements
<input type="checkbox"/> Attachment 7: Grant Award Terms (Federal) *Copy available at https://facts.fldfs.com , in accordance with section 215.985, F.S.
<input type="checkbox"/> Attachment 8: Federal Regulations and Terms (Federal)
<input type="checkbox"/> Additional Attachments (if necessary):
<input checked="" type="checkbox"/> Exhibit A: Progress Report Form
<input type="checkbox"/> Exhibit B: Property Reporting Form
<input checked="" type="checkbox"/> Exhibit C: Payment Request Summary Form
<input type="checkbox"/> Exhibit D: Quality Assurance Requirements
<input type="checkbox"/> Exhibit E: Advance Payment Terms and Interest Earned Memo
<input type="checkbox"/> Exhibit F: Common Carrier or Contracted Carrier Attestation Form PUR1808 (State)

<input type="checkbox"/> Exhibit H: Non-Profit Organization Compensation Form (State)	
<input type="checkbox"/> Exhibit I: Forced Labor Attestation Form	
<input checked="" type="checkbox"/> Additional Exhibits (if necessary): Exhibit I Tonnage Summary Report	
8. The following information applies to Federal Grants only and is identified in accordance with 2 CFR 200.331 (a) (1):	
Federal Award Identification Number(s) (FAIN):	
Unique Entity Identifier (UEI):	
Federal Award Date to Department:	
Federal Award Project Description:	
Total Federal Funds Obligated by this Agreement:	
Federal Awarding Agency:	
Award R&D?	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

IN WITNESS WHEREOF, this Agreement shall be effective on the date indicated by the Agreement Begin Date unless another date is specified in the grant documents.

Union County Board of County Commissioners	GRANTEE
Grantee Name	
By _____	Date Signed _____
(Authorized Signature)	

Print Name and Title of Person Signing	
State of Florida Department of Environmental Protection	DEPARTMENT
By _____	Date Signed _____
Secretary or Designee	
Fletcher Herrald	Program Administrator
Print Name and Title of Person Signing	

☐ Additional signatures attached on separate page.

STATE FINANCIAL ASSISTANCE AGREEMENT SC00CEP

AMENDMENT No.: 1

THIS AMENDMENT entered into between the Office of the State Courts Administrator of Florida, hereafter referred to as the "OSCA" and the Union County Board of County Commissioners, hereinafter referred to as the "Recipient", and collectively referred to as the "Parties", shall amend and become part of State Financial Assistance Agreement No. SC00CEP.

The Parties entered into a formal Agreement on January 31, 2023, to provide a means for the Recipient to receive non-recurring general revenue appropriated as grant-in-aid for state fiscal year 2022/2023 in Chapter 2022-156, Section 7, Line 3223A, Laws of Florida, to be used to make security and other improvements to the Union County Courthouse building, hereinafter referred to as the "Agreement". The Legislature appropriated additional funds as Fixed Capital Outlay (FCO), as grant-in-aid for the Project for state fiscal year 2025/2026 in Chapter 2025-198, Section 7, Line 2976A, making it necessary to amend the Agreement Scope of Work and Agreement Budget.

In accordance with Part III, Section D, of the Agreement, and the mutual agreement between the Parties, the following amendments are made:

1. *Attachment A to the Agreement is replaced with the revised Attachment A included as Exhibit "A" to this Amendment.*
2. *Attachment B to the Agreement is replaced with the revised Attachment B included as Exhibit "B" to this Amendment.*
3. Part I, Section O. is added to the Agreement which shall read as follows:

Contracting with Entities of a Foreign Country of Concern

1. Pursuant to section 287.138, Florida Statutes, governmental entities of the State of Florida are prohibited from entering into contracts or agreements with entities owned by a foreign country of concern, as defined in section 287.138(1)(c), Florida Statutes; where a foreign country of concern possesses a controlling interest in the entity; or with entities organized under the laws of, or with its principal place of business in, a foreign country of concern.
4. Part I, Section P. is added to the Agreement which shall read as follows:

Contracting with Entities Engaged in Forced Labor or Human Trafficking

Amendment No. 1

1. Pursuant to sections 287.1346 and 787.06, Florida Statutes, governmental entities of the State of Florida are prohibited from accepting a bid, proposal or reply to any solicitation, entering into contracts or agreements with, or transacting business with entities that engage in forced labor, as defined by section 287.1346, Florida Statutes, or human trafficking, as defined in section 787.06, Florida Statutes.

The Amendment adds \$850,000.00 to the Agreement for a revised total Agreement value of \$1,265,000.00.

The Amendment shall begin on the date which it is signed by the last party required to sign it, and shall expire on June 30, 2028, unless terminated early or altered by future Amendments. This is not the exercise of a renewal option as referenced in Section III. B. of the contract, the amended end date is to adjust the period for the new Fixed Capital Outlay (FCO) funds.

All provisions in the Agreement and any attachment thereto in conflict with this Amendment shall be changed to conform to this Amendment.

All provisions not in conflict with this Amendment are still in effect and are to be performed at the level specified in the Agreement.

This Amendment, along with its attachments and exhibits, is hereby incorporated into and made a part of State Financial Assistance Agreement No. SC00CEP.

IN WITNESS WHEREOF, the parties hereto have caused this three (3) page Amendment, together with all attachments and exhibits, which are hereby incorporated into and made part of this Amendment, to be executed by their duly authorized officials herein.

**THE UNION COUNTY BOARD OF COUNTY
COMMISSIONERS**

**OFFICE OF THE STATE COURTS
ADMINISTRATOR**

**SIGNED
BY:**

NAME: Channing Dobbs
TITLE: Chairman

DATE:

**SIGNED
BY:**

NAME: Eric W. Maclure
TITLE: State Courts Administrator

DATE:

Vendor # F596000882003
FEIN 59-6000882

Exhibit "A"

Attachment A

Scope of Work

PART 1 – GENERAL INFORMATION

Section A – Background and Purpose

The Florida Legislature, through Chapter 2022-156, Section 7, Line 3223A, Laws of Florida, appropriated funds as grant-in-aid to the Recipient, to be used to make improvements to the Union County Courthouse building. The Legislature, through Chapter 2025-198, Section 7, Line 2976A, Laws of Florida, also appropriated additional funds as grant-in-aid to the Recipient, to be used for the Project. This Agreement provides the method for disbursement of the appropriated funds, how the funds may be spent, sets forth requisite deliverables, performance measures, financial consequences, reporting requirements, disbursement and expenditure reconciliation, invoice terms and other conditions necessary for payment. The total appropriated amounts, any use restrictions or allocation requirements are identified in the Fiscal Year Budget, Attachment B to this Agreement.

Section B – Objective

The Recipient, in consultation with the Eighth Judicial Circuit Court of Florida, will use the funds provided under this Agreement to make necessary improvements to the Union County Courthouse.

The goals to be achieved to meet this objective are:

1. Engage the appropriate professional services firm (architect, engineer, commercial general contractor) to make any necessary recommendations and to advise or manage subcontractors.
2. To the extent feasible within existing funding, engage necessary professionals and contractors to:
 - a. Improve ADA compliance of entrances, hallways, and other areas as deemed appropriate and feasible.
 - b. Updated and enhance building security, including, but not limited to purchase of equipment and security controls and systems.
 - c. Modifying structural components of the building necessary for the above items.
 - d. Relocate or otherwise improve handicapped and related parking spaces, lots and surfaces.
 - e. Update exterior sidewalks and landscaping.
 - f. Provide necessary security services during the project.
 - g. Repair exterior masonry from water intrusion while preserving the historic design of the building.
 - h. Repair damaged windows and windowsills from rot and water intrusion.
 - i. Replace the air conditioning unit and improve air quality.
 - j. Repair structural concerns from rainwater intrusion/
 - k. Replace flooring, repaint interior, and replace insulation.

PART 2 – WORK REQUIREMENTS

SECTION A – PROJECT RESOURCES

Attachment A

The following professional services must be used on this project to ensure the objectives of the Agreement are achieved and that the state funds provided under this Agreement are protected from loss:

1. **Project Manager:** A representative of the Recipient with the responsibility and authority to manage the project within the parameters set forth by the governing body of the Recipient's organization, including review, inspection and acceptance of the work being performed; creation and/or the submission of all reports and deliverables to the OSCA, approval of all invoices, submission of draw requests for funding from the OSCA and the financial accounting of all project funds. The Project Manager will also serve as the liaison between the Recipient, any vendors/contractors, the Eighth Judicial Circuit, its Project Monitor, and the OSCA.
2. **Project Monitor (Circuit Representative):** A representative of the Eighth Judicial Circuit with the responsibility and authority to work with the Project Manager to ensure the needs and interests of the Eighth Judicial Circuit are met throughout the renovation. The Project Monitor may assist in the review, inspection and acceptance of the work being performed; must review, prior to submission, all reports and deliverables submitted to the OSCA, approval of all invoices, submission of draw requests for funding from the OSCA and the financial accounting of all project funds. The Project Monitor will also serve as a liaison between the Recipient and the OSCA.

SECTION B – PROJECT PHASES

To ensure the security of the state funds provided for this project, the following tasks must be successfully completed to earn the milestone payment associated with each task of phase under this Agreement. Upon completion of each task or phase, the funds advanced to the Recipient will be deemed earned and the Recipient will be eligible for the disbursement of the next advance, in accordance with the Attachment B, the Project Budget.

Repairs and upgrades to the Union County Courthouse:

1. **Evaluation and Estimation** – Review of the current conditions by a qualified and licensed professional appropriate for the work to be completed to determine the extent of the issues and the necessary renovations needed. The Project Manager, Project Monitor and the OSCA will be provided an estimate or other similar documentation outlining the work to be completed.
2. **Engagement** – Engaging an appropriately licensed and insured general contractor(s), or other appropriate professional(s), licensed under the provisions of the applicable Florida Statutes, to perform the repair or upgrades outlined above and in Attachment B. The contract(s) with the vendor(s) should include description of the work to be performed (incorporating the design and blueprints, if any, by reference), project plan, milestones, due dates, minimum quality and performance standards, progress payment amounts, liquidated damages, financial consequences for failure to perform or meet minimum standards, warranty and latent damages provisions.
3. **Execution of the Work** – The engaged professional(s), and any necessary subcontractor(s), performs the demolition, construction, and repair work necessary in accordance with the approved estimate and scope of contract(s). Copies of all purchase orders or other procurement documentation will be maintained and provided in regular reporting to the OSCA.

4. **Inspection and Acceptance** – All necessary inspections will be conducted, pursuant to any applicable Florida Statute or other rule, as well as inspection by the Project Manager. A “punch-list” of items that fail to meet the acceptance of the Inspector or Recipient and a reasonable schedule for the vendor to correct the deficiencies. Recipient should keep copies of all bills of lading, packing slips or other similar documentation received or generated and provide copies upon receipt.

SECTION C – DELIVERABLES AND FINANCIAL CONSEQUENCES

The Recipient will ensure that only the following deliverables are submitted to the OSCA:

1. **Project Plan** – A document outlining the phases, activities, tasks, deliverables, deliverables acceptance plan, resources, roles and responsibilities, performance measures, monitoring activities, risk assessment and mitigation plan, procurement plan, contract management plan, stakeholder communication plan, financial management plan (including the project budget) and a high-level project schedule that sets the critical path for the project. At a minimum, the Recipient will provide a project plan that includes a high-level project schedule that sets the critical path for the project. The project plan is due to the OSCA within forty-five (45) days of the execution of this Agreement and will be updated and resubmitted with all requests for reimbursement. *Note: This deliverable must be approved by the Chief Judge and the Chair of the County Commission before it can be approved by the OSCA Grant Manager. The initial project plan can outline what changes, if any, to the project plan that may be approved by the Project Manager and Project Monitor without requiring formal approval of the Chief Judge and the Chair of the County Commission. Ensure that the necessary time to complete these reviews and approvals is factored into the Project Schedule.
2. **Project Schedule** – A comprehensive document that outlines the critical path of the project from start to completion. The schedule will include begin and end dates for all phases, subordinate activities, and tasks for the project. The schedule must be updated when a change occurs. The project schedule is due to the OSCA within forty-five (45) days of the execution of the separate contract(s) between the Recipient and successful bidder(s) for the design/build contract(s) for this project and resubmitted with all requests for reimbursement.
3. **Monthly Project Report** – The monthly report or memo will be submitted to the OSCA no later than the 15th calendar day of each month and will contain the following:
 - 3.1. An executive narrative of the current status of the project.
 - 3.2. A detailed report of the activities and tasks completed during the prior month.
 - 3.3. A detailed comparison of any changes made to the Project Plan during the prior month.
 - 3.4. A detailed explanation of any schedule efficiencies achieved, schedule slips, schedule changes and impact to the project critical path, if any.
 - 3.5. An updated project budget, including cost status, expenditure status, obligated funds and fund balances. Failure to submit this deliverable by the due date will result in a liquidated damages assessment of \$50.00 for each day it is late from the invoice unless additional time is granted by the OSCA Grant Manager.

Attachment A

4. **Contract Package** – A package containing the signed contract(s) with the General Contractor, Electrician, Architect, Engineer, or other Professional Services provider(s) contracted to perform work associated with this Agreement. This deliverable is due within thirty (30) calendar days of the last party signing such agreement(s). Failure to submit this deliverable by the due date will result in a liquidated damages assessment of \$50.00 for each day it is late from the invoice unless additional time is granted by the OSCA Grant Manager.
5. **Inspection Package** – Copies of all final inspection reports issued by the local building authority showing the approval of the work. The delivery of this package will be within thirty (30) calendar days of the issuance of each passed inspection. Failure to submit this deliverable by the due date will result in a liquidated damages assessment of \$50.00 for each day it is late from the invoice unless additional time is granted by the OSCA Grant Manager.
6. **Acceptance Package** – Copies of final report issued by the Project Manager recommending acceptance of the work by the Commissioners, if necessary, and the close-out letter issued to the General Contractor or other professional services provider(s).

SECTION D – PROGRAM ADMINISTRATION AND OVERSIGHT

1. Grant Fund Management

- 1.1. All funds provided under this Agreement will be accounted for at all times.
- 1.2. Advanced funds must be deposited in an interest-bearing account in a depository qualified under chapter 136, Florida Statutes, separate from the organizations regular operating accounts.
- 1.3. Interest earned on advanced amounts will be treated as “program income” to be used only for program activities authorized by this Agreement.
- 1.4. No handling or service charges shall be deducted from the advance amounts in the depository. Handling and service charges must be paid by the Recipient pursuant to section 219.05, Florida Statutes.
- 1.5. Any advanced amounts not necessary for expenses incurred prior to June 30, 2028, still in the possession of the Recipient must be returned to the OSCA by September 30, 2028, for return to the Legislature’s General Revenue Fund pursuant to section I(I) of the Agreement, unless otherwise specified by the OSCA. If this Agreement is renewed or extended, the above dates will be extended to match the new ending date of the Agreement.
- 1.6. Maintain a separate cash book detailing all receipts and disbursements of funds advanced to the Recipient under this Agreement pursuant to section 219.04, Florida Statutes.
- 1.7. Reconcile all accounts according to Generally Acceptable Government Accounting Standards (GAAS) on a daily basis and retain documentation of each reconciliation as required by section 219.04, Florida Statutes.
- 1.8. Ensure that all fund disbursements are made in accordance with applicable state grant laws and rules and retain documentation supporting all disbursements.

Attachment A

- 1.9. Expenses reimbursed from any other source are not eligible for reimbursement under this Agreement.
- 1.10. Administrative and indirect costs are not reimbursable under this Agreement.
- 1.11. Funds must be used in accordance with Union County purchasing policies and rules.
- 1.12. Funds appropriated under chapter 2022-156, Section 7, Line 3223A, Laws of Florida, was General Revenue Fund, advanced to Union County on July 31, 2023, and must be obligated by June 30, 2026, and disbursed by September 30, 2026.
- 1.13. Funds appropriated under chapter 2025-198, Section 7, Line 2976A, Laws of Florida, was Fixed Capital Outlay (FCO) and must be obligated by June 30, 2028, and disbursed by September 30, 2028. The advanced funds mentioned 1.12 must be fully reconciled before Union County can utilize the FCO funds. Funds not disbursed by September 30, 2028, will revert to the General Revenue Fund and will be unavailable for use under this Agreement.

2. Recipient Reimbursement and Invoicing

- 2.1. Funds are made available by the Florida Legislature to the OSCA in quarterly increments. If this Recipient has an identified need for an advance of funds, a request may be made to the OSCA. Advances, up to 25%, may be made for fiscally restrained counties and when otherwise justified. Prior to granting an advance, the OSCA must receive the necessary approval of the Department of Financial Services. Otherwise, funds will be paid to the Recipient upon submission of an invoice and proof of completion of each task/phase. Funds are considered earned upon successful completion of each task/phase.
- 2.2. Grant funds may only be used to provide the services identified in Attachment A to this Agreement.
- 2.3. Expenses reimbursed from any other source are not eligible for reimbursement under this Agreement.
- 2.4. Invoices with all supporting documentation sufficient to perform a pre-audit and post audit must be submitted by the 15th of each month for the expenditures incurred during the prior month. Invoices must include:
 - 2.4.1. The reports identified in Section C of this Attachment.
 - 2.4.2. Details showing the quantity, unit cost and extended costs of the items or services purchased and proof of payment.
 - 2.4.3. A certification statement that the "Expenses being submitted for reimbursement are true and accurate expenditures incurred while providing the services required under our Agreement. All services were provided in accordance with the terms and conditions of the Agreement and have not been and will not be reimbursed by any other source."

PART 3 – SUPPORTING INFORMATION

SECTION A – DUAL/MULTIPLE FUNDING SOURCE BILLING

Attachment A

No expense submitted for reimbursement under this Agreement may also be submitted to any other funding source for reimbursement. The OSCA reserves the right to verify that this practice is not being used by the Recipient. Dual or multiple billings will result in the expense being disallowed and the Recipient will be required to return any disallowed expenses. Failure to repay the disallowed amounts will result in the OSCA filing a claim with the Department of Financial Services for an offset of any future amounts disbursed to the Recipient, regardless of the source.

SECTION B – POOLED FUNDING

If the Recipient receives funding for any services identified in this Agreement from multiple sources and intends to pool all funds to pay for the delivery of services, in addition to the requirements identified in Part 2, Section D, the Recipient must also submit an expense allocation plan that proportionally allocates the total cost of the service across all funding providers, based on the percentage of the funds provided by each funding source. In lieu of pooling such funds from multiple sources, the Recipient may elect to utilize such funds from this Agreement first, before utilizing other available funds.

SECTION C – STATE FUNDS

The funds for this Agreement are awards of state funds provided by the Florida Legislature. A Catalog of State Financial Assistance number for this Agreement will be assigned and provided to the Recipient, Project Manager, and Project Monitor.

Attachment B

Attachment B

ATTACHMENT B - AGREEMENT BUDGET

Appropriation Summary

State Fiscal Year	Funds Available	Funds Expended	Funds Balance
2022 - 2023 – ADA/Security	\$415,000.00	\$0.00	\$415,000.00
2025-2028 -Water damage/AC Unit/Flooring/Masonry	\$850,000.00	\$0.00	\$850,000.00
Total	\$1,265,000.00	\$0.00	\$1,265,000.00

Budget Estimates

2022/2023 – ADA/Security

Project/Task	Total Estimated Cost	Expenditures to Date
Total		

2025/2026 – Water Damage/AC Unit/Flooring

Project/Task	Total Estimated Cost	Expenditures to Date
Total		

Monthly Expenditures (to be updated and expanded as needed)

2022/2023 – ADA/Security

Period	Monthly Expense Amount	Total Expenditures
January 2023		
February 2023		
March 2023		
April 2023		
May 2023		
June 2023		
July 2022		
August 2022		
September 2022		
October 2022		
November 2022		

2025/2026 – Water Damage/AC Unit/Flooring

Period	Monthly Expense Amount	Total Expenditures
January 2026		
February 2026		
March 2026		
April 2026		
May 2026		
June 2026		
July 2025		
August 2025		
September 2025		
October 2025		
November 2025		

Exhibit “B”

Attachment B

December 2022		
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December 2025		
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*This Budget may be updated by the OSCA Grant Manager to move funds between line items, add or remove planned expenditures, or update current funds amounts without the need for a formal amendment. Any such revised Budget will become a part of this Agreement.