



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## New Business - Miscellaneous

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J.5.

3/9/2021

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### **Subject:**

Permission to submit the application and Accept the 2021 Edward Byrne Memorial Justice Assistance

### **Fiscal Impact:**

This grant provides funding in the amount of \$145,587 and does not require a local match.

### **Dept/Office:**

Brevard County Sheriff's Office

### **Requested Action:**

It is requested that the Board of County Commissioners grant permission to submit and accept the 2021 county-wide Edward Byrne Memorial Justice Assistance Grant application; designate the Brevard County Sheriff's office as the Point of Contact and authorize the Chair to execute the necessary documents and Budget Adjustments.

### **Summary Explanation and Background:**

The Florida Department of Law Enforcement (FDLE) recently notified Brevard County of its intent to open the FY 2021 Edward Byrne Memorial Justice Assistance Grant (JAG) program. Brevard County is slated to receive \$145,587. Units of local government applying for this grant must use the funding for law enforcement programs.

For the last 18 years, this funding has been used for the Sheriff's Office Prisoner Transportation program. The Prisoner Transportation Program provides coordinated transportation of arrestees to the county jail from the field by Brevard's Law Enforcement agencies. The program allows law enforcement agencies who find it difficult to transport arrestees to the County Jail Complex the ability to have arrestees picked up by the Sheriff's Office. This results in law enforcement officers being able to return to patrol functions more quickly and creates a safer community. Over the last 3 years, this program has transported over 17,000 arrestees and saved over 19,000 law enforcement patrol hours.

As a condition of the grant, the County and the Cities must come to a consensus on how the funds are to be used and provide a letter of support for that use. The Sheriff's Office has coordinated the support of the cities to use the funds for the Prisoner Transportation program and has received the necessary letters of support.

Therefore, the Sheriff's Office is requesting permission to advertise a Public Hearing for the Board of County Commissioners to consider the 2021 Edward Byrne Memorial Assistance Grant Application. Cost associated with the advertisement will be the responsibility of the Sheriff's Office.

**Clerk to the Board Instructions:**

Please have Chair sign



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Kimberly.Powell@brevardclerk.us

March 10, 2021

Honorable Wayne Ivey  
Brevard County Sheriff  
700 South Park Avenue  
Titusville, FL 32780

Attention: Bill Spinelli

Dear Sheriff Ivey:

Re: Item J.5., Permission to Submit the Application and Accept the 2021 Edward Byrne Memorial Justice Assistance

The Board of County Commissioners, in regular session on March 9, 2021, granted permission to submit and accept the 2021 Countywide Edward Byrne Memorial Justice Assistance Grant Application; designated the Brevard County Sheriff's Office as Point of Contact; and authorized the Chair to execute necessary documents and budget adjustments. Enclosed is an executed application.

**Upon execution by FDLE, please return a fully-executed copy of the application to this office for inclusion in the official minutes**

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS  
RACHEL M. SADOFF, CLERK

Kimberly Powell, Clerk to the Board

/ns

Encl. (1)

cc: Finance  
Budget

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

ACCEPTANCE OF FEDERAL FUNDING ASSISTANCE

Subrecipient: Brevard County Board of Commissioners

Subgrant Number: 2020-JAGC-BREV-3-5R-085


Project Title: TRANSPORTATION/BOOKING SYS IMPROVEMENNT PRG XVIII

Pass-through Entity: Florida Department of Law Enforcement

This award is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200). This award is also subject to the incorporated standard and special conditions, and such further rules, regulations, and policies as may be reasonably prescribed by the State or Federal Government.

In witness whereof, the parties affirm they each have read and understand the conditions set forth in this agreement, have read and understand the agreement in its entirety, and accept this agreement through the signature of their duly authorized officers on the date, month, and year set out below.

Brevard County Board of Commissioners  
Authorizing Official (Commission Chairperson, Mayor, or Designated Representative)



Signature

Date

Rita Pritchett, Brevard County Commission Chairperson

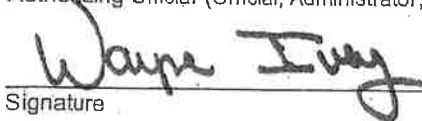
Printed Name and Title



Signature

RACHEL M. SADOFF, CLERK  
Printed name and title

Brevard County Sheriff's Office  
Authorizing Official (Official, Administrator, or Designated Representative)



Signature

2/18/2021  
Date

Wayne Ivey, Sheriff  
Printed Name and Title

Florida Department of Law Enforcement  
Office of Criminal Justice Grants

Signature

Date

Printed Name and Title

## Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

### Subgrant Recipient

**Organization Name:** Brevard County Board of Commissioners  
**County:** Brevard

### Chief Official

**Name:** Bryan Lober  
**Title:** Chairman  
**Address:** 2572 North Courtenay Parkway  
Suite 200  
**City:** Merritt Island  
**State:** FL **Zip:** 32952-4119  
**Phone:** 321-454-6601 **Ext:**  
**Fax:** 321-454-6602  
**Email:** D2.Commissioner@BrevardFL.gov

### Chief Financial Officer

**Name:** Steve Burdette  
**Title:** Finance Director  
**Address:** Post Office Box 1496  
**City:** Titusville  
**State:** FL **Zip:** 32780-1496  
**Phone:** 321-637-2002 **Ext:**  
**Fax:** 321-264-5227  
**Email:** steve.burdette@brevardclerk.us

## Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

### Implementing Agency

Organization Name: Brevard County Sheriff's Office  
County: Brevard

### Chief Official

Name: Robert Ivey  
Title: Sheriff  
Address: 700 South Park Avenue  
City: Titusville  
State: FL Zip: 32780-4007  
Phone: 321-264-5201 Ext:  
Fax: 321-264-5360  
Email: wayne.ivey@bcso.us

### Project Director

Name: Cindy Speece  
Title: Acting Finance Supervisor  
Address: 700 South Park Avenue  
City: Titusville  
State: FL Zip: 32780-4007  
Phone: 321-264-5206 Ext: 5219  
Fax:  
Email: cindy.speece@bcso.us

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## General Project Information

**Project Title:** TRANSPORTATION/BOOKING SYS IMPROVEMENNT PRG XVIII  
**Subgrant Recipient:** Brevard County Board of Commissioners  
**Implementing Agency:** Brevard County Sheriff's Office  
**Project Start Date:** 10/1/2020 **End Date:** 9/30/2021

## Problem Identification

The Brevard County Sheriff's Office is the primary law enforcement service provider for over 207,000 citizens who live in the unincorporated areas of Brevard County. However, the Brevard County Jail services the entire county population of over 552,000 citizens and the 3 million tourists that visit Brevard each year. The Brevard County Jail has an average daily population of over 1,400 inmates and processes over 20,000 arrested persons annually.

Brevard County is a linear County 26 miles wide and 72 miles long. Transporting arrested persons from the field to one location in the north end of the county (the jail's location) is logistically difficult and extremely time consuming. When deputies/officers arrest a person in the central and south ends of the county, they have to transport prisoners as much as 60 miles one way to the county jail. In doing so, they often leave an assigned patrol zone that is usually left vacant until the deputy/officer returns. This creates officer safety problems for existing patrol units with little or no backup. In many cases, deputies/officers would be out of service for up to 4 hours transporting and booking prisoners, one at a time or collectively, into the county jail.

The uncoordinated prisoner transport process also creates an impediment to the timely booking process for corrections officers at the county jail. Many of the municipal police departments hold arrestees until shift change and transport all arrestees at once to the county jail. This creates a surge of inmates during times when disruptive schedule changes occur in the jail personnel. Additionally, Correctional Officers must complete and correct booking packages taking additional time to process the arrestee. As a result, prisoner booking at the county jail has been a very time consuming and inefficient process. Moreover, prior to the implementation of this program, 30% of the booking packages completed by the local police departments were incomplete or incorrectly submitted. An acceptable error rate is between 5 to 10%, and with this program in place, the error rate can be maintained at a rate below 10%, as it is currently 0%!

Brevard County does not have sufficient funds budgeted to fund this program and is in need of grant funds.

This is a continuation of grant number 2019-JAGC-357

## Project Summary (Scope of Work)

The project submitted by the Brevard County Sheriff's Office is the continuation of the Prisoner Transportation/Booking System Improvement Program. The program is

## Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

currently in the seventeenth year of successful implementation. The program provides for the coordinated prisoner transportation to the county jail for the Sheriff's Office and all the municipalities in Brevard County. The deputies' primary mission will be pick up and transport of arrestees, examine and review booking packages, preliminary screen arrestees for medical needs, and educate local jurisdictions on standardized booking packages. The grant has eliminated thousands of hours of police transport of arrestees to the Brevard County Jail. Without the continuation of these funds, this program will not be able to continue due to the limited funding provided by the Brevard County Board of County Commissioners for Sheriffs Operations.

As the Sheriff's Office continues to provide the countywide transportation of people arrested throughout the county to the jail facility, we will continue to coordinate adequate staffing to process the incoming arrestees, as well as controlled queuing of those processed, and enhanced efficiency of the booking process. Arrest paperwork will continue to be examined when the prisoner is picked up by the Transportation Deputy, ensuring booking officers will have standardized, completed paperwork expediting the booking process. Subsequently, all municipalities in Brevard County will continue to benefit from this program. During the past year, the program transported 4,939 prisoners and saved over 5,200 law enforcement patrol hours. In addition, errors in the booking packages submitted to the Booking Unit for the previous year were below the 10% threshold, they were 0%. Thus, the benefits to the patrol resources of the over one thousand police officers and deputy sheriffs in Brevard County are positive and far reaching. These include: increased officer safety, increased citizen safety, increased patrol coverage and a significant increase in the overall efficiency of the law enforcement patrol deployment in Brevard County.

Grant funds will be used to pay partial salaries and benefits for three (3) federally grant-funded positions for the Brevard County Sheriff Office. These three (3) positions will be available to support the Prisoner Transportation/Booking System Improvement Program by coordinating prisoner transport. The positions funded by the grant are employed on a continual basis.

The minimum performance for this position, including minimum time frames for prisoner transport, as well as the availability for this position will be in accordance with the local employment agreement and/or position description. This position will be overseen and managed by the Brevard County Sheriff's Office. Documentation to support costs and activities will consist of timesheets, payroll records, paystubs, and/or agency records systems. All documentation to support use and expenditure of grant funds, including the establishment/sustainment of a net personnel increase, will be available for review during grant monitoring.

The deliverable for this agreement is the quarterly performance of the tasks and activities described in the scope of work, for an 80-hour pay period in accordance with local agency employment agreement and/or position description. Brevard County will request reimbursement of allowable costs identified in Section 4, pages 1-2 on a quarterly basis.



## Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

### General Financial Info:

**Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.**

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000523

### Budget:

Budget Category	Prime	Match	Total
Salaries and Benefits	\$145,587.00	\$0.00	\$145,587.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$145,587.00	\$0.00	\$145,587.00
Percentage	100.0	0.0	100.0

### Project Generated Income:

Will the project earn project generated income (PGI)? No

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Budget Narrative:

Budget Narrative:

SALARIES AND BENEFITS: \$145,587

The Prisoner Transportation/Booking System Improvement Program will fund 3 sworn deputy positions.

The grant will be charged at 100% of salaries and benefits until all funds budgeted for the positions are expended. The average hourly rate of the 3 officers is \$38.67 at approximately 3,765 hours will be paid by the grant. The agency will continue to fund the positions through the end of the grant period. The grant will provide approximately 60.66% funding of these position's salaries and benefits.

SWORN POSITION 1 - Approximately 55% of Position 1 will be funded by this grant and 45% by Brevard County Sheriffs Office.

\$84,462 TOTAL SALARIES AND BENEFITS

\$29,690 WAGES

\$2,271 FICA 7.65%

\$7,565 RETIREMENT 25.48%

\$ 994 WORKER COMP 3.35%

\$5,814 HEALTH INS.

\$46,334 TOTAL Cost Allocated to Grant

SWORN POSITION 2 - Approximately 65% of Position 2 will be funded by this grant and 35% by Brevard County Sheriffs Office.

\$75,450 TOTAL SALARIES AND BENEFITS

\$30,795 WAGES

\$2,355 FICA 7.65%

\$7,846 RETIREMENT 25.48%

\$1,031 WORKER COMP 3.35%

\$6,902 HEALTH INS.

\$48,929 TOTAL Cost Allocated to Grant

SWORN POSITION 3 - Approximately 62% of Position 3 will be funded by this grant and 38% by Brevard County Sheriffs Office.

\$81,374 TOTAL SALARIES AND BENEFITS

\$32,065 WAGES

\$2,452 FICA 7.65%

\$8,170 RETIREMENT 25.48%

\$1,074 WORKER COMP 3.35%

\$6,563 HEALTH INS.

\$50,324 TOTAL Cost Allocated to Grant

Any amount over the grant allocation will be the responsibility of the Brevard County Sheriffs Office.



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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Fax: (321) 264-8972  
Kimberly.Powell@brevardclerk.us

December 9, 2020

Honorable Wayne Ivey  
Brevard County Sheriff  
700 South Park Avenue  
Titusville, FL 32780

Attention: Bill Spinelli

Dear Sheriff Ivey:

Re: Item F.16., Permission to Advertise Public Hearing to Consider Application for the 2021 Edward Byrne Memorial Justice Assistance

The Board of County Commissioners, in regular session on December 8, 2020, granted you permission to advertise a public hearing to consider application for the 2021 Edward Byrne Memorial Justice Assistance, with costs for the advertisement being the responsibility of the Brevard County Sheriff's Office.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

A handwritten signature in cursive script that reads "Kimberly Powell".

Kimberly Powell, Clerk to the Board

/sm

cc: Finance  
Budget

RECEIVED  
DEC 22 2020  
BCSO FINANCE OFFICE