



INDIAN RIVER COUNTY, FLORIDA
AGENDA ITEM
Assistant County Administrator /
HUMAN SERVICES

Date: March 26, 2019
To: The Honorable Board of County Commissioners
Thru: Jason E. Brown, County Administrator
Michael C. Zito, Assistant County Administrator
From: Leigh Anne Uribe, Human Services Director
Subject: Indian River County FY 2019/2020 Community Needs Assessment
Memorandum of Understanding

BACKGROUND:

On March 12, 2019, the Board of County Commissioners approved allocation of \$50,000 towards the development of a comprehensive community needs assessment for Indian River County. A Children's Services Advisory Committee (CSAC) needs assessment is to be conducted for FY 2019/2020 in accordance with Indian River County Ordinance 99-01. This requirement has subsequently led to a unique opportunity to partner with multiple organizations within the community who similarly rely upon research findings to help guide efforts and ensure funds are targeted towards the areas of greatest need. The needs assessment will be a collaborative effort between CSAC, Department of Health, United Way, and Indian River Community Foundation (IRCF) and will be both cost and data sharing. This partnership will allow all invested to gather valuable information across multiple domains to include human services, education, health, and housing.

Q-Q Research Consultants, LLC, have been retained to conduct the needs assessment. Q-Q Research was found to be the lone provider well positioned to perform the scope of services outlined. Their team has extensive experience and familiarity with community-based research, and a long history of experience working with the Florida population in general, and with its unique and special subgroups. Additionally, a Community Assessment Advisory Committee (CAAC) will be established representing the funding partners to include County staff members and appointees from the community. As a collaborative partner, IRCF entered into a Consultant Agreement with Q-Q Research. In turn, on March 26, 2019, the Board granted the approval to contribute \$50,000 toward the cost of the needs assessment report and authorized staff to draft a contract with IRCF to bring back to the Board for approval.

FUNDING:

The \$50,000 allocation was approved from the children's services total funding of \$2,062,611 for FY 2019/2020. Per the Memorandum of Understanding for Community Needs Assessment and Report (MOU), the County will pay IRCF three equal payments of \$16,666.67 in October and November 2019, and within ten days of satisfactory completion of the Community Needs Assessment Report.

RECOMMENDATION:

Staff respectfully requests the Board of County Commissioners approve the Memorandum of Understanding with Indian River Community Foundation for the FY 2019/2020 Community Needs Assessment and Report, and authorize the Chairman to execute the agreement.

ATTACHEMENTS:

Memorandum of Understanding for Community Needs Assessment and Report