



**State of Florida
Department of Children and Families**

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

Sharron Washington
Regional Managing Director

MEMORANDUM

DATE: May 21, 2021
TO: Shevaun L. Harris, Secretary
THROUGH: Kathryn Jones, Chief of Contract Administration
FROM: Sumer Bray, Contract Manager
SUBJECT: Amendment 0006 to Contract GJL58 with Embrace Families Community Based Care, Inc.(CBC)

APPROVER:

	Signature	Date
John Hammett Program Director	N/A	
William D. Reed II Budget Office	N/A	
Office of Information Technology Amy D. Hammett	N/A	
HQ Office of Contracted Client Services Michael Greif	<i>Amy D. Hammett</i>	5/19/2021
Office of General Counsel Sharron Washington	Michael Greif approved via email	5/17/2021
RMD (Regions only)	N/A	

Executive Approval Levels

Patricia Medlock Assistant Secretary of Child Welfare	N/A	
Robert K. Anderson Assistant Secretary of Operations (Regions only)	N/A	
Molly McKinstry Chief of Staff	N/A	
Taylor Hatch Deputy Secretary	N/A	
Shevaun L. Harris Secretary	<i>Shevaun Harris</i>	6/2/2021 12:02 PM EDT

Central Region: 400 W. Robinson Street, Suite 1129, Orlando, FL 32801

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

PURPOSE: The Central Region's contract management unit is requesting amendment to Contract GJL58 with 0006 to add the Executive Compensation Annual Report.

BACKGROUND: The added report complies with requirements from Section 4 of Executive Order 20-44 mandating contractors to submit an annual report regarding executive compensation.

KEY PROVISIONS: The Federal Accountability and Transparency Act (FFATA) and the requirements of Executive Order 20-44 were consolidated into one form PCMT-08-2021 which is incorporated into the contract with this amendment.

ACTION REQUESTED: Approval to execute Amendment 0006 to Contract GJL58

CONTACT INFORMATION: Sumer Bray, CBC Contract Manager
(407) 317-7957
Sumer.Bray@myflfamilies.com

ATTACHMENTS: Contract GJL58 Amendment 0006
Contract GJL58 CF1121 Agreement Package

AMENDMENT # 0006

Contract # GJL58

Effective the latter of May 20, 2021 or the last date of the signatories, this amends the above referenced **Contract as follows:**

1. The attached Executive Compensation Annual Report, PCMT-08-2021, is added and is due on an annual basis by May 1st of each year.
2. In Exhibit B, the following report is added at the end of the table under Fiscal Reports:

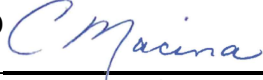
Executive Compensation Annual Report – as required by Executive Order 20-44	Format provided in Amendment # 6	Prior to execution, and annually by May 1	Contract Manager
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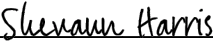
3. All provisions in the contract and any attachments thereto in conflict with this amendment are changed to conform with this amendment. All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract. This amendment and all its attachments are made a part of the contract.

IN WITNESS THEREOF, the parties cause this amendment to be executed by their duly authorized officials.

PROVIDER: (Embrace Families Community Based Care, Inc.)

DEPARTMENT OF CHILDREN AND FAMILIES:

SIGNED BY: 

SIGNED BY: 

NAME: Glen Casel

NAME: Shevaun L. Harris

TITLE: Chief Executive Officer

TITLE: Secretary

DATE: 5/26/21

DATE: 6/2/2021 | 12:02 PM EDT

Federal ID Number:010631375

Executive Compensation Annual Report

Instructions: Upon entering into a contract with the Department of Children and Families (Department), and annually by May 1 of each year, Providers in a contract with the Department must complete Sections 1 and 2 of this form, and Section 3 if required. Completion of this document is required to comply with the Federal Funding Accountability and Transparency Act (FFATA) and Executive Order 20-44. All references to entity or contract(s) in Sections 2 and 3 shall refer to the Entity and Contract(s) identified in Section 1. Upon completion submit this form to the relevant Department Contract manager(s).

Section 1: Attestation

I attest to my authority to make binding representations on behalf of the entity listed below, that the information contained in this document is accurate and complete to the best of the below-listed entity's knowledge, and that both I and the below-listed entity intend the Department rely upon the information contained in this document in performance of its official duties under FFATA, state law, and Executive Order 20-44.

Entity Name

Department Contract Numbers

DUNS Number

Printed Name of Authorized Person

Signature of Authorized Person

Date

Section 2: Qualifying Questions

1) Did one or more of the contract(s) result from the Entity being named in federal law or Florida Statutes (substantive or appropriation) as the required recipient of a single source, public-private agreement?

Yes

No

2) Over the past fiscal year, did the Entity receive 50% or more of its budget from either the State of Florida or from a combination of State and Federal funds?

Yes

No

3) During the preceding fiscal year, did the Entity: (a) receive more than \$25 million in total federal funding, (b) the federal funds so received accounted for more than 80% of the Provider's annual gross revenue, and (c) was the compensation of top five executives for the preceding fiscal year not available publicly?

Yes

No

If the answer to **any** question in this section is Yes, you must proceed to and complete **Section 3**. Otherwise, submit this form to your relevant Department Contract Manager.

Section 3: Annual Executive Compensation Report

Attach the latest copy of the Entity’s most recent IRS Form 990 and complete the following. If the IRS 990 form is unavailable for the last fiscal year, please explain why:

List the Entity’s current directors, board members, chief executive officer, chief financial officer, chief operating officer, and any other person performing equivalent functions by their title, the person’s total annual compensation, and the percentage of compensation from state (FL %) or federal (Fed %) allocations. If any executive compensation changes prior to the next annual report, the Entity must submit an updated version of this report incorporating those changes. Total annual compensation includes salary, bonuses, cashed-in-leave, cash equivalents, paid personal leave, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout [see also 17 CFR 229.402(c)(2)]. Include the percentage of the total compensation directly from the state or federal allocations to the contracted entity. If any of the above-listed persons also receive compensation from organizations that: (a) created or were created by the Entity; (b) that were created by any of the above-listed persons whose compensation therefrom also derives from state or federal allocations; or (c) contract with the Entity, then identify the organization(s), their relationship with the Entity or the above listed person, and that person’s annual compensation from each such organization, and the percentage of that compensation from state (FL %) or federal (Fed %) allocations.

Name	Title	Total Annual Compensation	FL %	Fed %	FL and Fed % (Total)