



## AGENDA

### COMMITTEE OF THE WHOLE WORKSHOP BOARD OF COUNTY COMMISSIONERS

Board Chambers  
Suite 100  
Ernie Lee Magaha Government Building - First Floor  
221 Palafox Place

June 9, 2016  
9:00 a.m.

Notice: This meeting is televised live on ECTV and recorded for rebroadcast on the same channel. Refer to your cable provider's channel lineup to find ECTV.

1. Call to Order  
  
(PLEASE TURN YOUR CELL PHONE TO THE SILENCE OR OFF SETTING.)
2. Was the meeting properly advertised?
3. Jail Update  
(Jack Brown - 45 min)
  - A. Board Discussion
  - B. Board Direction
4. Escambia County Area Transit (ECAT)/Paratransit  
(Colby Brown/Don Christian/Joy Blackmon - 30 min)
  - A. Board Discussion
  - B. Board Direction
5. Florida-Alabama Transportation Planning Organization (FL-AL TPO) Project Priorities  
(David Forte - 30 min)
  - A. Board Discussion
  - B. Board Direction
6. Estuary Program Leveraging and Planning Process  
(Traci E. Goodhart, Bay Area Resource Council Staff - 15 min)
  - A. Board Discussion
  - B. Board Direction

7. Fire Rescue Municipal Services Benefit Unit (MSBU)  
(Mike Weaver - 30 Minutes)
  - A. Board Discussion
  - B. Board Direction
  
8. Escambia County Disability Awareness Committee  
(Colby Brown - 15 min)
  - A. Board Discussion
  - B. Board Direction
  
9. Microsoft True-Up Discussion  
(Shawn Fletcher - 15 min)
  - A. Discussion
  - B. Board Direction
  
10. Adjourn

**Committee of the Whole**

3.

**Meeting Date:** 06/09/2016

**Issue:** Jail Update

**From:** Jack Brown, County Administrator

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**Information**

**Recommendation:**

Jail Update

(Jack Brown - 45 min)

A. Board Discussion

B. Board Direction

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**Attachments**

*No file(s) attached.*

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**Committee of the Whole**

**4.**

**Meeting Date:** 06/09/2016

**Issue:** ECAT/Paratransit

**From:** Joy D. Blackmon, P.E., Director

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**Information**

**Recommendation:**

Escambia County Area Transit (ECAT)/Paratransit  
(Colby Brown/Don Christian/Joy Blackmon - 30 min)

- A. Board Discussion
  - B. Board Direction
- 

**Attachments**

*No file(s) attached.*

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**Committee of the Whole**

**5.**

**Meeting Date:** 06/09/2016

**Issue:** Florida-Alabama (FL-AL) Transportation Planning Organization (TPO)  
FY2018-2022 Project Priorities

**From:** Joy D. Blackmon, P.E., Director

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**Information**

**Recommendation:**

Florida-Alabama Transportation Planning Organization (FL-AL TPO) Project Priorities

(David Forte - 30 min)

A. Board Discussion

B. Board Direction

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**Attachments**

FL-AL TPO PP\_COW PowerPoint

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# Escambia County's Major Roadway Capacity Projects

COMMITTEE OF THE WHOLE WORKSHOP  
BOARD OF COUNTY COMMISSIONERS

Board Chambers  
Suite 100  
Ernie Lee Magaha Government Building - First Floor  
221 Palafox Place



June 9, 2016  
9:00 a.m.

# Needs & Benefits

- **Projects are selected by the FL-AL TPO based on current or future Level of Service**
- **Reduce congestion and travel time**
- **Provide improved access to commercial and residential areas**
- **Provide multi-modal facilities (i.e. bike/ped, transit, etc.)**
- **Important to local and regional economic growth**

# Current Escambia County Project Priority Rankings

TPO Ranking	Project
7	Nine Mile Rd From Mobile Hwy to Beulah Rd
8	Burgess Rd From US 29 to Hilburn Rd
10	US 29 Connector From Nine Mile Rd to US 29
14	Blue Angel Pkwy From Sorrento Rd to US 98
15	Gulf Beach Hwy From Fairfield Dr to Navy Blvd
16	Gulf Beach Hwy From Fairfield Dr to Blue Angel Pkwy
22	Langley Ave/Tippin Ave/9 <sup>th</sup> Ave Intersection
23	Pinestead From Wymart to Pensacola Blvd
24	Sorrento Rd From Innerarity Pt Rd to Blue Angel Pkwy
25	Perdido Key Dr from AL State Line to Innerarity Pt Rd



## Draft FY 2017-2021 FL-AL TPO Project Priorities Non-SIS Capacity List - TTO Staff Recommended Rankings

Sources: TPO's 2035 LRTP, Congestion Management Plan & Project Priorities

Updated: June 2, 2016

			2014	2024	2014	2024	Note
Project Priority	Project	LOS	LOS/AADT	LOS/AADT	LOS/PM Peak	LOS/PM Peak	
<b>#7</b>	Nine Mile Road						All phases are now Cost Feasible with Design funded in FY16/17; ROW funded in FY 19/20
Escambia	~Mobile Hwy to W. of Beulah Rd	D	B/4,500	B/5,485	B/240	B/293	
<b>#8</b>	Burgess Rd	D	B/8,600	C/10,483	B/459	C/559	All phases are Cost Feasible with ROW funded in FY 17/18 (Local Funds) & FY 20/21 (Fed/State Funds); CST not funded in TIP or FDOT 5-Yr Work Program
Escambia							
<b>#9</b>	US 98 - Bayshore to Portside						PDE & Design complete; ROW funded FY14/15 through FY 16/17; CST is not in TIP
Santa Rosa	~ Live Oaks to Soundside Dr	D	F/36,833	F/44,899	F/1,965	F/2,395	
<b>#10</b>	US 29 Connector						Cost Estimate - \$146.5M; PDE and Design are Cost Feasible with PDE Local and Design Local/State/Federal Funds; Design is not funded in TIP or FDOT 5-YR Work Program
Escambia	~US90 to US29						
<b>#11</b>	SR 87 North - CR87A to TPO Limit	D	B/3,800	B/4,632	B/203	B/247	PDE complete; Design underway; ROW & CST are not Cost Feasible
Santa Rosa							
<b>#12</b>	US 90 - Glover Lane to SR 87 South	D					Design funded in FY 18/19; ROW is not funded. CST not in Cost Feasible. LRTP Needs Estimate - \$55.4M
Santa Rosa	~ Stewart St to Airport Rd		D/15,700	F/19,138	D/838	F/1,021	
	~ Airport Rd to SR 87 South		B/8,950	C/10,910	B/477	C/582	
<b>#13</b>	US 90 - Avalon Blvd to Stewart St	D					
Santa Rosa	~ Avalon Blvd to Stewart St		D/27,750	E/33,827	D/1,480	E/1,805	
<b>#14</b>	Blue Angel Parkway						LRTP Needs Estimate - \$55.9M; PDE is Complete and Design is Underway; ROW is funded with local funds at \$5M in FY 21/22/23. CST Cost Feasible with local funds
Escambia	~Sorrento to Lillian	D	F/17,100	F/20,845	F/912	F1,112	
<b>#15 &amp; #16</b>	Gulf Beach Hwy						LRTP Needs Estimate - \$57.7M; PDE is funded FY 18/19. Design and ROW included in CFP. CST Fairfield to Navy in CFP.
Escambia	~Fairfield to Navy Blvd	D	F/19,250	F/23,466	F/1,027	F/1,252	
	~Blue Angel to Fairfield	D	C/14,967	F/18,245	C/798	F/973	

#17	SR 87 Connector							\$178.9M; PDE Underway; Design is Cost Feasible but not funded in TIP or FDOT 5-Yr Work Program
Santa Rosa								
#18 & #19	Main Street							LRTP CFP Estimate - \$5.6M; All phases Cost Feasible, but neither are funded in TIP or FDOT 5-Yr Work Program; ROW not required
City of Pensacola	Barrancas to A Street	D	C/9,100	C/11,093	C/485	C/592		
	A Street to Baylen	D	B/13,000	B/15,847	B/694	B/845		
	Baylen to Tarragona	D	D/15,000	F/18,265	D/800	F/976		
#20	US 90 - SR 87 to S.A. Jones Rd							\$39.7M; Outside of TPO Boundary; PDE is Cost Feasible, but not funded in TIP or FDOT 5-Yr Work Program
Santa Rosa								
#21	Express Bus Service and Maint.							\$5.3M; New Bus Route
ESC/SRC	~ Pensacola to Navarre							
#22	Ninth Ave		D/32,000	F/39,008	D/1,520	E/1,853		LRTP CFP Estimate - \$28.1M; PDE is Complete; Design and ROW Cost Feasible; Neither Design nor ROW are funded in TIP or FDOT 5-YR Work Program
Escambia	Langley Ave							
	~Davis to Ninth	D	B/5,400	B/6,583	B/288	B/351		
	~Ninth to Scenic	D	D/10,400	D/12,678	D/555	D/676		
	Tippin	D	C/18,300	C/22,308	C/976	C/1,190		
#23	Pinestead-Longleaf Dr	D	B/6,600	B/8,045	B/352	B/429		PDE is complete; Design underway; ROW funded in FY 18/19 (Local Funds); CST is Cost Feasible (partially funded)
Escambia								
#24	Sorrento Rd	D	C/15,000	F/18,285	C/800	F/976		LRTP Needs Estimate - \$65.6M; PDE Underway; Design is Cost Feasible, but not funded in the TIP; ROW and CST are not Cost Feasible
Escambia	Innerarity Pt. Rd to Blue Angel Pkwy							
#25	Perdido Key	D	C/9,400	C/11,459	C/486	C/592		PDE is Underway; No other phases are included in CFP.
Escambia								
<b>Note: Priorities in red bold font are Escambia County projects (10 of 19)</b>								

# Staff Recommendation

**That the Board request that the FL-AL TPO include the following projects in the FY18-22 Project Priorities SIS List:**

- A. Blue Angel Pkwy from Gulf Beach Hwy to Hwy 98 – Right of Way & Construction**
  
- B. I-10 / Westbound Nine Mile Road Off Ramp – Safety and Operational Improvements**



# Discussion

**Committee of the Whole**

6.

**Meeting Date:** 06/09/2016

**Issue:** Estuary Program Leveraging and Planning Process

**From:** Grover Robinson, District 4 Commissioner

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**Information**

**Recommendation:**

Estuary Program Leveraging and Planning Process

(Traci E. Goodhart, Bay Area Resource Council Staff - 15 min)

A. Board Discussion

B. Board Direction

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**Attachments**

EP Leveraging and Planning Process

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## Leveraging Escambia County Support for Estuary Program: Small Investment Equals Large Return

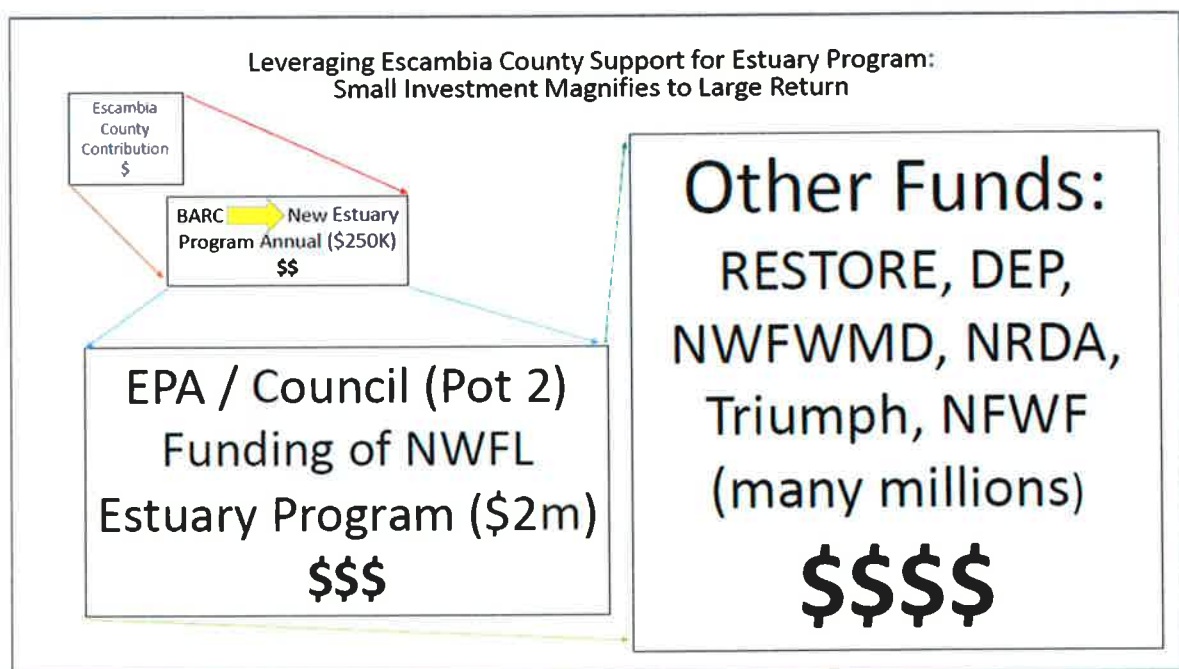
The Gulf RESTORE Council ("Pot 2") is providing \$2.2 million to EPA to establish an Estuary Program in NWFL. These funds will be used to "stand up" the new Estuary Program, and create a Comprehensive Conservation Management Plan (CCMP) that will establish restoration goals and detail efforts needed to reach those goals and improve the health of the estuary. Additional funds are needed to maintain the program long-term and implementation of projects. **The initial \$2.2 million investment from the EPA provides a superior leverage opportunity.**

Currently, three panhandle watersheds will be competing for this distinction: Pensacola/Perdido Bay, Choctawhatchee Bay, and St. Andrews Bay. With the strong foundation and existing structure of the Bay Area Resource Council (BARC), Pensacola/Perdido is well positioned to be the watershed selected to receive the funding.

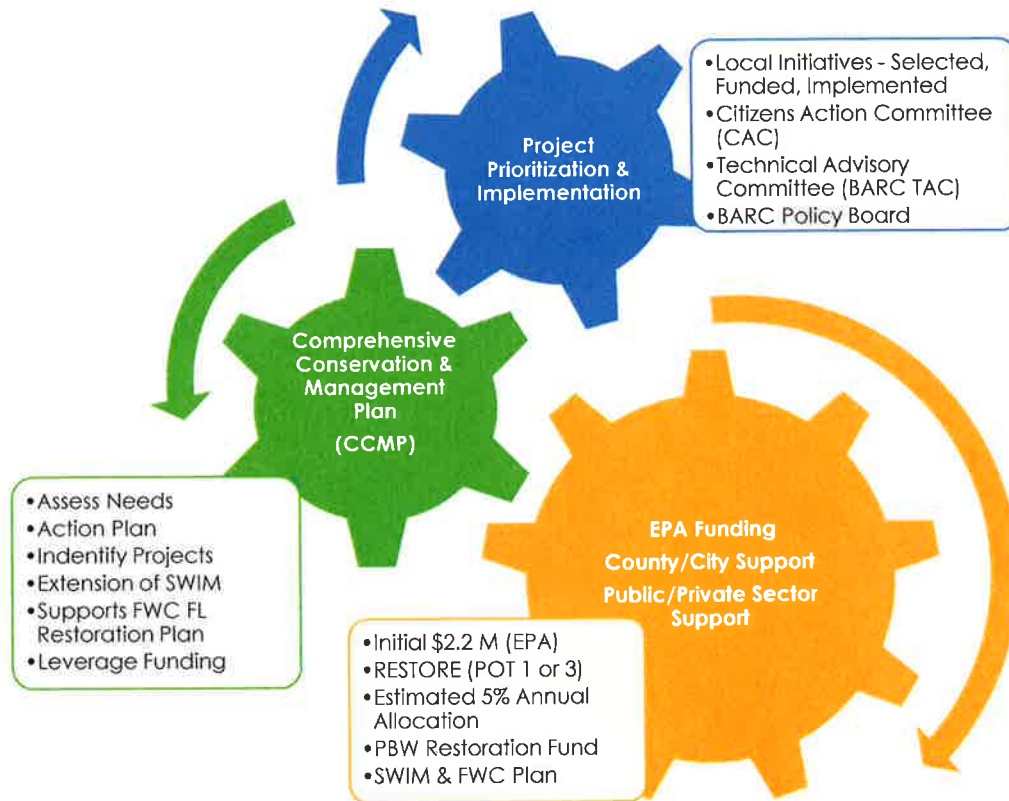
**Strong partnerships** and **commitment of support** from local government are critical elements determining which watershed is selected to receive the funding.

A Commitment of Financial Support from Escambia and Santa Rosa Counties, as well as the relevant municipalities is key to the Pensacola/Perdido Bay proposal. Given these entities are currently partnering through the BARC, the existing BARC financial contribution could be expanded to provide long-term support for a newly established estuary program, if our area is successful in its bid.

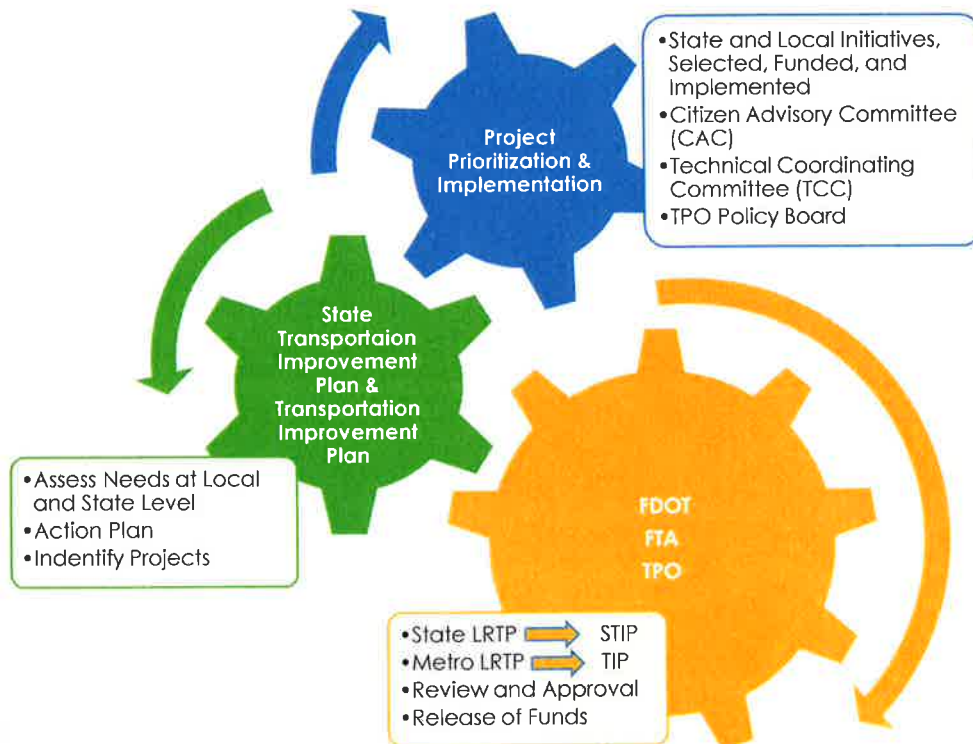
A small annual investment supporting an Estuary Program would replace the current BARC support, would be leveraged many times over (to secure the over \$2 million EPA award), and further leveraged to secure additional funds to implement projects in the CCMP, from sources such as oil spill funds (NFWF, NRDA, RESTORE, Triumph), Water Management Districts, DEP, and other federal grants. Pinellas County Commissioner and member of Tampa Bay Estuary Program Board reports leveraging Pinellas County's annual support to receive \$9 for every \$1 invested.



## ESTUARY PROGRAM PLANNING PROCESS



## TRANSPORTATION PLANNING PROCESS



**Committee of the Whole**

7.

**Meeting Date:** 06/09/2016

**Issue:** Fire Rescue MSBU

**From:** Mike Weaver, Department Director

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**Information**

**Recommendation:**

Fire Rescue Municipal Services Benefit Unit (MSBU)  
(Mike Weaver - 30 Minutes)

- A. Board Discussion
  - B. Board Direction
- 

**Attachments**

Presentation

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**Escambia County Fire – Rescue**  
**Committee of the Whole Presentation**  
**June 9, 2016**

**Objective:** To ensure that we meet our citizen’s minimal expectation that when they dial 911 the closest available fire apparatus responds.

**Gap:** We have failed to meet this objective at some of our stations staffed by Volunteers. The percentage of missed responses has been as high as 45% within the first six months of this fiscal year.

**Plan:** To establish fulltime staffing at each Fire Station located south of I-10. These are the stations with the highest call load, densely populated areas and large commercial properties.

# Emergency Responses

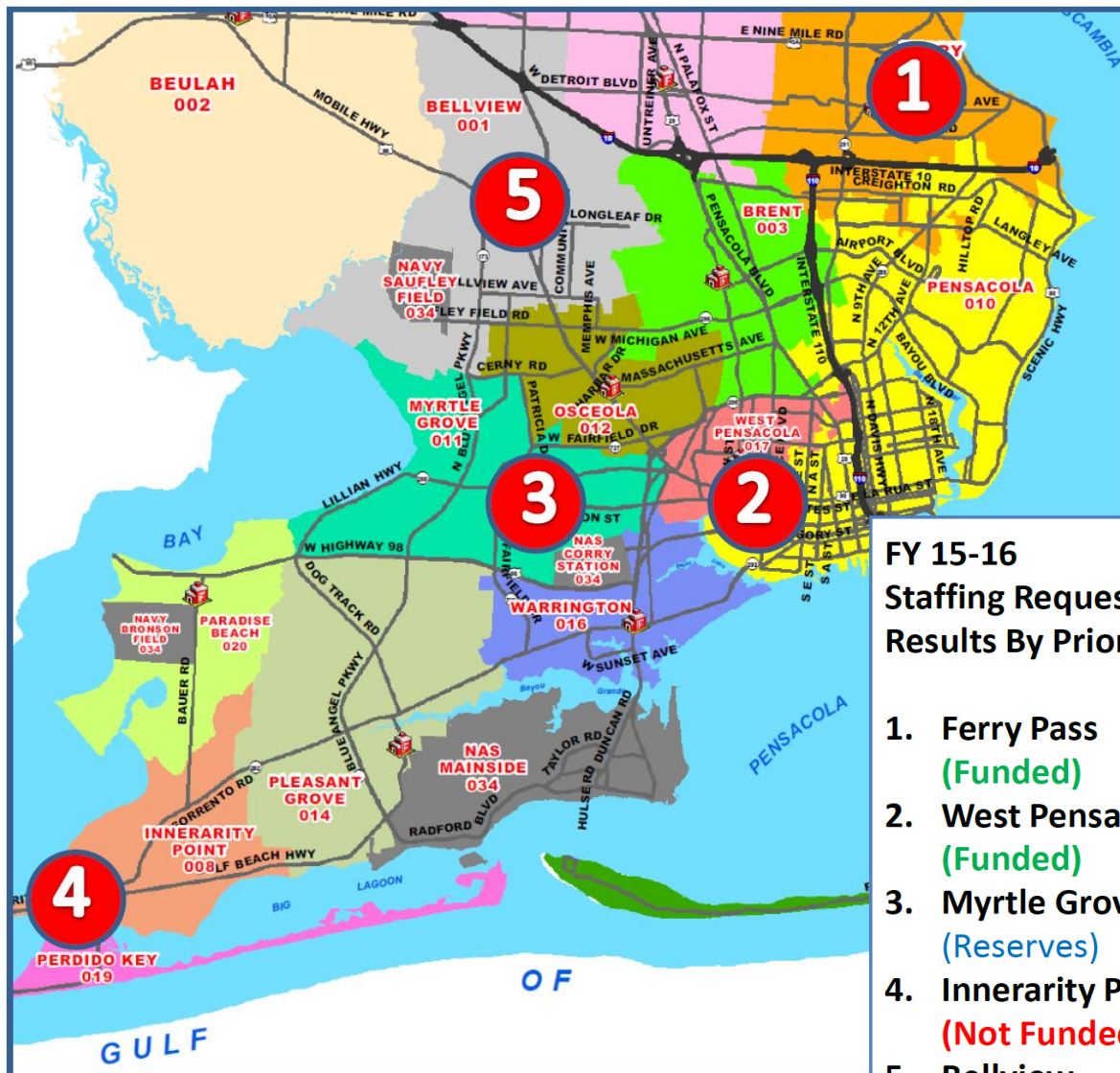
October 1, 2015 through March 29, 2016			
Station	Dispatched	No Response	Average
<b>Bellview</b>	536	58	10.82%
Beulah	196	5	2.55%
Brent	466	0	
Cantonment	452	0	
Century	159	8	5.03%
Ensley	685	0	
Ferry Pass	807	0	
<b>Innerarity Point</b>	192	86	44.79%
McDavid	23	0	
Molino	209	30	14.35%
<b>Myrtle Grove *</b>	679	111	16.35%
Osceola	575	0	
Pensacola Beach	235	0	
Pleasant Grove	464	0	
Walnut Hill	112	0	
Warrington	520	0	
West Pensacola	481	0	
Perdido Key	278	0	
	7,069	298	

\* There has not been an incident resulting in no response in the Myrtle Grove Fire District since the establishment of fulltime staffing on January 16, 2016.

*Note: The data above only represents calls in the primary response jurisdiction. There are many additional incidents of no response for areas where additional resources are required. The primary example would be a structure fire where additional manpower and apparatus are needed.*

# Last Year

## Request & Results



- FY 15-16  
Staffing Request  
Results By Priority**
1. Ferry Pass  
(Funded)
  2. West Pensacola  
(Funded)
  3. Myrtle Grove  
(Reserves)
  4. Innerarity Point  
(Not Funded)
  5. Bellview  
(Not Funded)

# MSBU Funding

Amount of revenue required to fulfill this plan is \$3,126,501. This amount includes:

- All associated personnel salaries, benefits and equipment
- First Class notices at approximately \$55,000
- Tax Collector fees at approximately \$22,000
- Increase to Volunteer Stipends of \$150,000

In order to achieve this revenue a MSBU increase will be required.

Category		Current Rate	Increase	New Rate
Residential	per Dwelling Unit	\$100.00	\$25.3341	\$125.3341
Commercial	per Sq.Ft./ Minimum \$125	\$0.0450	\$0.0076	\$0.0526
Unimproved	per Parcel + \$.03 per Acre	\$12.10	\$2.9307	\$15.0307
Revenue				<b>\$3,126,501</b>

# Change in SRIA Funding

During the Fiscal Year 2016 budget process we were directed to absorb \$200,000 of funding previously received from the Santa Rosa Island Authority.

Category		Current Rate	Increase	New Rate
Residential	per Dwelling Unit	\$201.38	\$41.8123	\$243.1923
Commercial	per Sq.Ft./ Minimum \$201.38	\$0.0726	\$0.0440	\$0.1166
Unimproved	per Parcel + \$.03 per Acre	\$63.84	\$0.9977	\$64.8377
Revenue				<b>\$206,000</b>

# Volunteer Staffing

Changes to the Volunteer Firefighter Application and Training Process:

- County Administrator appointed a Volunteer Coordinator
- Applicant able to proceed to Firefighter I instruction even if unable to initially pass the physical abilities test (PAT)
- Time to complete application average 32 days
- Online Firefighter I class initiated; 22 enrolled, 3 near completion

The table below lists the number of active Volunteer Firefighters who have participated in one or more activities within the listed time frame.

Time Span	Certified	Non-Certified	Total
Last Presentation	142	46	188
Last 12 Months	133	67	200
Last 3 Months	111	57	168

# Volunteer Staffing

## Breakdown

<u>Station</u>	<u>June 2015</u>			<u>Last 90 Days</u>		
	<u>Certified</u>	<u>Non-Certified</u>	<u>Total</u>	<u>Certified</u>	<u>Non-Certified</u>	<u>Total</u>
Bellview	11	3	14	13	9	22
Beulah	19	15	34	14	16	30
Century	13	0	13	15	0	15
Ferry Pass	18	12	30	10	10	20
Innerarity Point	5	1	6	5	6	11
Molino	15	4	19	18	4	22
McDavid	15	2	17	11	0	11
Myrtle Grove	14	6	20	9	8	17
Walnut Hill	15	2	17	14	3	17
West Pensacola	17	1	18	2	1	3
<b>Total</b>	<b>142</b>	<b>46</b>	<b>188</b>	<b>111</b>	<b>57</b>	<b>168</b>

**Fire-Rescue**  
**MSBU**  
**COW Slide**  
**Presentation**



# Last Year MSBU Recap

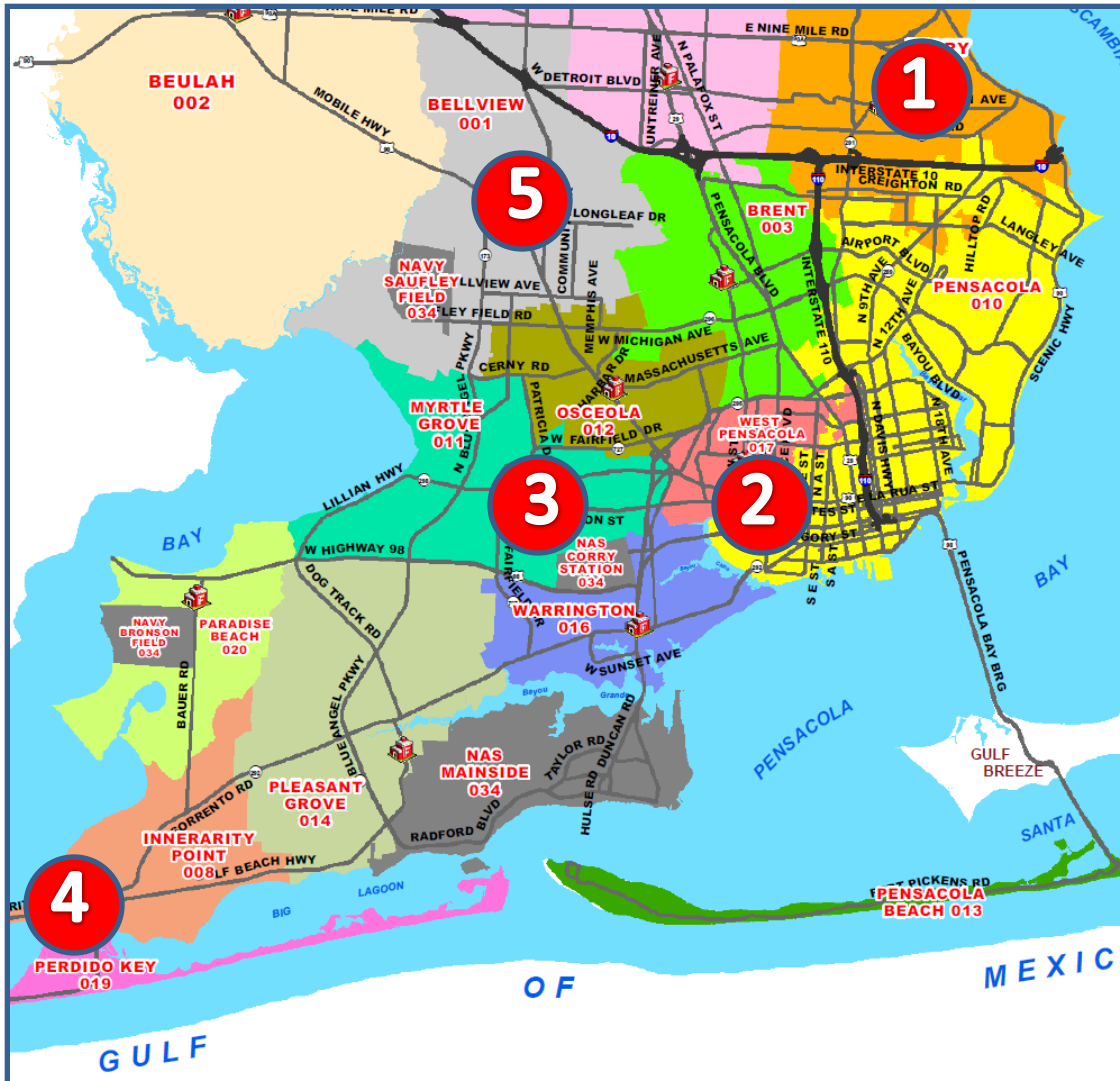
	<b>Adopted</b>
<b>Residential</b>	<b>\$100.00 per Dwelling Unit</b>
<b>Commercial</b>	<b>\$.045/ sq.ft., minimum \$100.00</b>
<b>Unimproved</b>	<b>\$12.10 + \$.03 per Acre</b>

## BCC Meeting July 23, 2015 Actions Taken

1. Approved increases as listed above to fund fulltime staffing at Ferry Pass and West Pensacola Fire Stations
2. Approved fulltime staffing at the Myrtle Grove Fire Station out of reserves \*
3. Approved hiring a Warehouse Supervisor out of reserves \*
4. Absorb \$200,000 from SRIA in budget

*\* Reserves will be exhausted during FY17 unless MSBU increased*

# Last Year MSBU Recap



FY 15-16  
Staffing Request By  
Priority Based on Need

1. Ferry Pass  
(Funded 12 FF)
2. West Pensacola  
(Funded for 12 FF)
3. Myrtle Grove  
(Reserves for 12 FF)
4. Innerarity Point  
(Not Yet Funded)
5. Bellview  
(Not Yet Funded)

# MSBU Increase Request

## Mainland

Fulltime staffing at Myrtle Grove, Innerarity Point and Bellview  
and  
\$150,000 Volunteer Firefighter Stipend Increase

Category		Current Rate	Increase	New Rate
Residential	per Dwelling Unit	\$100.00	\$25.3341	\$125.3341
Commercial	per Sq.Ft./ Minimum \$125	\$0.0450	\$0.0076	\$0.0526
Unimproved	per Parcel + \$.03 per Acre	\$12.10	\$2.9307	\$15.0307
Revenue				\$3,126,501

# MSBU Increase Request

## Pensacola Beach

Replaces \$200,000 previously paid by SRIA

Category		Current Rate	Increase	New Rate
Residential	per Dwelling Unit	\$201.38	\$41.8123	\$243.1923
Commercial	per Sq.Ft./ Minimum \$125	\$0.0726	\$0.0440	\$0.1166
Unimproved	per Parcel + \$.03 per Acre	\$63.84	\$0.9977	\$64.8377
Revenue				\$206,000

# Summary of Request

- Increase Mainland MSBU to generate \$3,126,501 to provide fulltime staffing at Myrtle Grove, Innerarity Point and Bellview Fire Stations. Also provides for Volunteer Firefighter stipend increase.
- Increase Pensacola Beach MSBU to generate \$206,000 as previously funded by the SRIA

**Committee of the Whole**

8.

**Meeting Date:** 06/09/2016

**Issue:** Escambia County Disability Awareness Committee

**From:** Joy D. Blackmon, P.E., Director

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**Information**

**Recommendation:**

Escambia County Disability Awareness Committee

(Colby Brown - 15 min)

A. Board Discussion

B. Board Direction

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**Attachments**

Resolution

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ESCAMBIA COUNTY  
CLERK'S ORIGINAL  
10/17/2013/CAT I-1

RESOLUTION NUMBER R2013-126

**A RESOLUTION ESTABLISHING THE ESCAMBIA COUNTY  
DISABILITY AWARENESS COMMITTEE; DEFINING DUTIES,  
COMPOSITION, AND ORGANIZATION OF THE COMMITTEE;  
ENACTING REGULATIONS FOR THE CONDUCT OF MEETINGS OF  
THE COMMITTEE; PROVIDING FOR A STAFF LIAISON; AND  
PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Escambia County Board of County Commissioners recognizes the importance of raising awareness of the needs of persons with disabilities in Escambia County; and

**WHEREAS**, the Board finds that such an advisory committee that may assist the Board with issues concerning the disabled community would serve a public purpose; and

**WHEREAS**, at a Committee of the Whole Workshop of the Board of County Commissioners held on September 12, 2013, the Board authorized establishing a seven member Escambia County Disability Awareness Committee.

**NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Escambia County, Florida, that:**

**SECTION 1. RECITALS.**

The foregoing recitals are true and correct and incorporated herein by reference.

**SECTION 2. ESTABLISHMENT.**

The Escambia County Board of County Commissioners hereby establishes the Escambia County Disability Awareness Committee (ECDAC).

**SECTION 3. DUTIES OF THE COMMITTEE.**

The ECDAC shall make recommendations to the Escambia County Board of County Commissioners regarding issues relating to the disabled community and any other issues requested by the Board of County Commissioners

**SECTION 4. COMPOSITION.**

The ECDAC shall be composed of seven (7) voting members. All members of the ECDAC shall be electors of Escambia County. Each commissioner on the Board of County Commissioners shall appoint one (1) member to the ECDAC, and each member shall serve concurrently with his or her appointing commissioner's term. The Board of County Commissioners shall collectively appoint two (2) at large members, who shall each serve a four (4) year term. All appointments shall be subject to confirmation by a majority vote of the Board of County Commissioners.

Date: 10/21/2013 Verified By:

**SECTION 5. OFFICERS AND TERMS OF OFFICE.**

- A. Chairman. The ECDAC shall elect a chairman to preside at all meetings. The Chairman shall be elected in January of each year and shall serve until the first meeting in January of the following year. There shall be no term limits for a member to serve as Chairman.
- B. Vice-Chairman. The ECDAC shall elect a Vice-Chairman to preside and act on behalf of the Chairman during his or her absence. The term of office and method of election for the Vice-Chairman shall be the same as for the Chairman.
- C. Termination of a ECDAC Member. Should any member cease to be an elector of the County or cease to occupy the office or position of responsibility set forth in his or her appointment, he or she shall cease to be a member of ECDAC and shall be replaced by the appointing authority. Members of the ECDAC may be removed by the Board of County Commissioners on the recommendation of the appointing authority. Additionally, the ECDAC shall recommend to the Board of County Commissioners the removal of a member who accrues two (2) unexcused absences from a regular meeting of the ECDAC during the calendar year. Absences may be excused by a majority vote of the members present at any meeting. The ECDAC shall recommend to the Board of County Commissioners the removal of a member who accrues three (3) or more absences from a regular meeting of the ECDAC during the calendar year.

**SECTION 6. REGULAR MEETINGS.**

The ECDAC shall establish a schedule of regular meetings, which shall be held at least quarterly. A schedule of each year's regular meeting shall be distributed to all members in December of the preceding calendar year.

**SECTION 7. QUORUM AND VOTING.**

Four (4) members shall constitute a quorum for the purpose of conducting business. Each member shall exercise one (1) vote for all matters subject to a vote of the ECDAC. All matters shall be decided by a majority vote of members present. No member shall abstain from voting unless the member has a conflict of interest.

**SECTION 8. SPECIAL MEETINGS.**

The ECDAC Chairman may call a special meeting on his or her own initiative and shall call a special meeting on the request of any three (3) members.

**SECTION 9. LOCATION OF MEETINGS.**

The ECDAC meetings shall be held in a County facility of sufficient size to accommodate those present and at such other locations as the ECDAC may determine from time to time.



**SECTION 10. RULES OF PROCEDURE.**

The ECDAC shall conduct its meetings in accordance with the current edition of *Robert's Rules of Order*, except to the extent that any provision thereof is inconsistent with this Resolution.

**SECTION 11. SUNSHINE LAW.**

The ECDAC shall be subject to and each member shall be responsible for compliance with the Florida Sunshine Law and the Florida Public Records Act.

**SECTION 12. AGENDA.**

The Assistant County Administrator or designee shall, after consultation with the Chairman, prepare an agenda for all meetings. Any ECDAC member may request that a matter be placed on the agenda. The agenda and related materials shall be distributed at least one (1) day prior to the meeting date.

**SECTION 13. MINUTES.**

Minutes shall be kept at each ECDAC meeting. A written summary of the minutes of each meeting shall be prepared from a recording made at each meeting. The written summary of each meeting shall be submitted for approval of the members at the next regular meeting. Each written summary shall reflect the persons in attendance, items discussed, each action taken at the meeting, and the vote of the members on each item presented at the meeting.

**SECTION 14. NOTICE OF PUBLIC MEETING.**

Notice of regular or special meetings of the ECDAC and the time and location of each meeting shall be published to the public.

**SECTION 15. WORKING GROUPS.**

The ECDAC may appoint working groups for purposes and durations as it deems appropriate.

**SECTION 16. STAFF LIAISON.**

The Assistant County Administrator or designee shall serve as the staff liaison for the ECDAC. The staff liaison shall provide support as necessary to carry out the purposes and objective of the ECDAC. The staff liaison shall identify issues and alternatives that may relate to the ECDAC's policies, goals, or programs and bring such matters before the ECDAC for consideration.

**SECTION 17. BY-LAWS.**

The ECDAC shall adopt appropriate by-laws consistent with the provisions of this Resolution.

**SECTION 18. EFFECTIVE DATE.**

This Resolution shall become effective immediately upon adoption by the Board of County Commissioners.

ADOPTED this 17<sup>th</sup> day of October, 2013.

BOARD OF COUNTY COMMISSIONERS  
OF ESCAMBIA COUNTY, FLORIDA

Lumon J. May  
Lumon J. May, Vice Chairman

ATTEST: PAM CHILDERS  
Clerk of Circuit Court

BCC Approved: 10-17-2013

By: Doris Harris  
Deputy Clerk

Date Executed

October 18, 2013



Approved as to form and legal  
sufficiency.

By/Title: [Signature]  
Date: 10/17/13

**Committee of the Whole**

9.

**Meeting Date:** 06/09/2016

**Issue:** Microsoft True-Up

**From:** Shawn Fletcher, IT Director

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**Information**

**Recommendation:**

Microsoft True-Up Discussion  
(Shawn Fletcher - 15 min)

- A. Discussion
  - B. Board Direction
- 

**Attachments**

True-Up Presentation

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Microsoft True Up

# How did we get here?

- 2008 Microsoft Enterprise Agreement established
- 2009 Continued hosting email for Tax Collector and Supervisor of Elections and migrated them to new Microsoft email system
- 2010 Microsoft true up was completed but did not include any Microsoft Office products
- 2013 Acquisition of the Jail occurred; approximately 40% of the mailboxes used by the Jail are not licensed
- 2013 Acquisition of the Library without any Microsoft Core Licensing, which includes Server, Email, and SharePoint
- 2014 Began hosting email for Clerk of Court

# How did we get here? (continued)

- Microsoft licensing guidelines changed and the Information Technology department did not stay current with the licensing
- An accurate inventory of Microsoft licensing was not maintained
- Proper assessments of usage and licensure did not occur

# Where are we today?

- Based on the Microsoft True Up audit, there are three (3) options to become current with Microsoft licensing
- The Clerk of Court, Tax Collector, and Supervisor of Elections will combined pay approximately \$90,000 of any of the options
- The documents and purchase order need to be signed and completed on or shortly after the June 16<sup>th</sup> Board meeting

# Option 1 pros and cons

## Renewal Office 365

### PROS

- The Microsoft licensing for the Board of County Commissioners, Tax Collector, Supervisor of Elections, and the Clerk of Court will be current, and there will be a baseline to work from
- All four agencies move to Office 365 with the Enterprise Mobility Suite, which will improve a portion of the disaster recovery and COOP plans as well as the security plans
- Microsoft will provide an estimated \$31,000 for professional services to assist in migrating to Office 365 and hosted email services

### CONS

- The only disadvantage is the cost

*Additional benefits are listed on following slides*



# Enterprise Mobility Suite Overview

Identity & Authentication	WINDOWS ACTIVE DIRECTORY & MICROSOFT AZURE AD PREMIUM		
	Security reports, and audit reports, multi-factor authentication	Self-service password reset and group management	Connection between Active Directory and Azure Active Directory
PC/Device/App Management	MICROSOFT SYSTEM CENTER CONFIGURATION MANAGER & INTUNE		
	Mobile device settings management	Mobile application management	Selective wipe
Access & Information Protection	MICROSOFT AZURE RIGHTS MANAGEMENT SERVICE		
	Information protection	Connection to on-premises assets	Bring your own key
Cybersecurity	MICROSOFT ADVANCED THREAT ANALYTICS		
	Behavioral Analytics, uncovers suspicious and abnormal activities	Recommends remediation steps	Integration with major SIEM providers for push/pull

# FY16 Adoption Offer for EMS (Sep 1st – June 30th)

## Offer

Partner funding to drive EMS active seat usage for Intune and/or Azure Active Director Premium,. Azure Rights Management Services is excluded.

Eligible Partners: Cloud Productivity Competency, Enterprise Mobility Management, or Devices & Deployment\*

## Partners & Onboarding Center Integration

Partners may leverage the Onboarding Center & FastTrack Success Center to help drive active seat usage, including activities like:

- Training and managed services
- Change management
- Single sign-on and deployment for LoB applications

## Who / When

Any customer who buys 150+ eligible seats of the Enterprise Mobility Suite and/or Enterprise Cloud Suite & and is using the service(s)\*\*

September 1, 2015 – June 30, 2016

*\*Enterprise Mobility Management Competency will be available for partners to begin earning during the early part of the second quarter of Microsoft fiscal year 2016. Cloud Productivity and Devices & Deployment competency will count towards eligibility up to December 31, 2015*

*\*\*Includes trial customers, See resources for eligible SKU List*

## What

### Partner Funding

Customers earn funds on a per seat basis for CPC Partners to drive active seat usage

- 150+ eligible SKUs to qualify
- \$15 per seat for the first 1000 seats, then \$5 per seat above 1000 seats
- \$60,000 limit per customer

### Partner Proof of Execution for Payment:

- Customer approved Success Plan in the FastTrack Portal
- 5% Active Seat Usage = 1/3 payment of eligible funds
- 15% Active Seat Usage = remaining 2/3 payment of eligible funds within 12 months of purchase

## Office 365 ProPlus

Familiar and full Office user experience  
Fast deployment and broad management controls  
Works with your on premises email and storage  
Install on up to 5 PCs/Macs and 5 tablets or phones

## Skype for Business

Online meetings with desktop sharing  
Instant Messaging & Presence across firewalls  
GAL search with contact card  
Skype federation

## Office 365

Access documents offline  
Document-level permissions  
Unlimited OneDrive for Business cloud storage  
Share documents securely with Extranet Sites

Unlimited Archiving  
Email Anti-Virus/Anti-Malware Filtering  
Hosted voicemail & unified messaging  
Data Loss Prevention & Rights Management



### CONTROL AND EFFICIENCY

Single user interface to purchase, administer, and user with Role Based Access Control | Single sign-on with on-premises Active Directory  
99.9% financially backed SLA | 24x7 IT pro support | Built in geo-redundancy in regional data centers

# Cost Reallocation of Third-Party solutions

Archiving & eDiscovery

Unlimited Cloud Storage

Mobile Device Management

Data Loss Prevention

Messaging Encryption

Web Conferencing

Multi-Factor Authentication

Included in  
Office 365

# Option 2 pros and cons

## Renewal without Cloud

### PROS

- The upfront cost is not as expensive as Option 1
- Microsoft licensing will be up to date

### CONS

- The email system will remain onsite, which is not ideal for disaster recovery purposes
- The email archiving system will remain onsite with minimal upgrades to the interface
- The additional benefits of Microsoft Enterprise Mobility Suite will not be realized
- The long term cost is more expensive than Option 1

# Option 3 pros and cons

## Renewal Office with no updates

### PROS

- The upfront cost is not as expensive as Options 1 or 2
- Microsoft licensing will be up to date
- Microsoft Office will be up to date

### CONS

- Microsoft Office will be out of date in a few years with no security support
- The email and email archiving systems will remain onsite
- The additional benefits of Microsoft Enterprise Mobility Suite will not be realized
- The long term cost is not much more than Option 1

# What will be the ongoing cost?

	2016	2017	2018	2019	2020	2021	Total
<b>Option 1 Office 365</b>	584,489.44	321,408.35	321,408.35	321,408.35	347,121.02	347,121.02	2,242,956.53
Avoided Costs							
Email Archiving			(14,000.00)	(14,000.00)	(14,000.00)	(14,000.00)	(56,000.00)
Email Filtering			(80,000.00)	(40,000.00)	(40,000.00)	(40,000.00)	(200,000.00)
Mobile Device Management			(3,100.00)	(3,100.00)	(3,100.00)	(3,100.00)	(12,400.00)
Data Loss Prevention/Messaging Encryption			(700.00)	(700.00)	(700.00)	(700.00)	(2,800.00)
File Shares			0.00	0.00	0.00	(5,000.00)	(5,000.00)
Web Video/Phone Conferencing			(1,900.00)	(1,900.00)	(1,900.00)	(1,900.00)	(7,600.00)
<b>Total ECS-O365</b>	<b>584,489.44</b>	<b>321,408.35</b>	<b>221,708.35</b>	<b>261,708.35</b>	<b>287,421.02</b>	<b>282,421.02</b>	<b>1,959,156.53</b>
<b>Option 2 Renewal without Cloud</b>	515,605.91	355,187.66	355,187.66	355,187.66	383,602.67	383,602.67	2,348,374.24
<b>Option 3 Renewal Office with no updates</b>	436,164.08	247,595.66	247,595.66	247,595.66	267,403.31	267,403.31	1,713,757.69

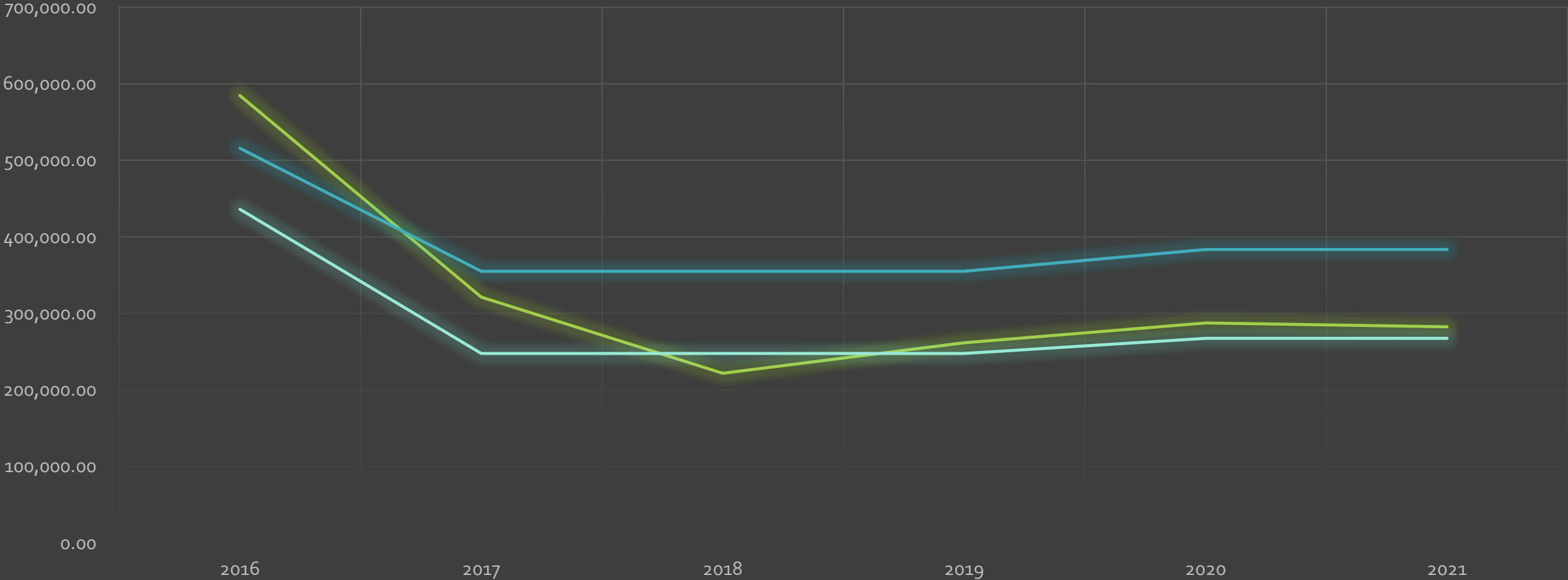
# Comparison of costs

## 5 Year Costs

Option 1 Renewal Office 365

Option 2 Renewal without Office 365

Option 3 Renewal Office with no updates





# How will this be prevented in the future?

- Annual assessment of usage and licensing
- New inventory system implemented
- New software to track licensing and contracts
- Microsoft licensing portal for Office 365