

**DAKOTA COUNTY
ADMINISTRATION/FINANCE/POLICY COMMITTEE OF THE WHOLE**

Meeting Minutes

May 5, 2009

Administration Center, Government Center, Conference Room 3A, Hastings, Minnesota

1. **Call To Order And Roll Call.** Commissioner Thomas A. Egan, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 11:00 a.m. Roll was called with the following members present:

Commissioner Kathleen A. Gaylord, District 2
Commissioner Thomas A. Egan, District 3
Commissioner Nancy Schouweiler, District 4
Commissioner Liz Workman, District 5
Commissioner Paul J. Krause, District 6
Commissioner Willis E. Branning, District 7

Others present included:

Brandt Richardson, County Administrator
Jim Backstorm, County Attorney
Karen Schaffer, County Attorney's Office
Kelly Olson, Sr. Administrative Coordinator

2. **Audience.** Commissioner Egan asked if there was anyone in the audience who wished to address the Committee of the Whole on an issue not on the agenda or to discuss an item on the consent agenda. No one appeared.
3. **Approval Of Agenda.** On a motion by Commissioner Gaylord, seconded by Commissioner Schouweiler, the agenda was approved.
4. **Introduction Of New Employees.** There were no employee introductions.

CONSENT AGENDA

On a motion by Commissioner Gaylord, seconded by Commissioner Krause, the consent agenda was unanimously approved as follows:

5. **Approval Of Minutes** of meeting held on April 7, 2009.
- 6.1 **Update On 2009 National Association Of Counties Achievement Award Applications.**
This item was for information only; no action was requested.

REGULAR AGENDA

- 7.1 **Update On Dakota County Criminal Justice Information Integration Network (CJIIN).** CJIIN Manager Mary Cerkenik introduced this item. West St. Paul Chief of Police Bud Shaver provided comments on how the City of West St. Paul police department utilizes CJIIN applications to improve efficiencies. Lead CJIIN Analysts/Programmers Nathan Noll and Tim Anderberg demonstrated scheduling and e-form applications. This item was for information only; no action was requested.
- 8.1 **Update On Dakota County Economic Development Strategy Implementation.** Community Development Agency Executive Director Mark Ulfers introduced this item and responded to questions regarding workforce housing criteria. This item was for information only; no action was requested.

The meeting recessed at 12:02 p.m. The Committee reconvened at 1:04 p.m. with all members present, except Commissioner Harris.

- 9.1 **County Budget Management And Planning Update.** Financial Services Director Matt Smith introduced this item. Staff presented assumptions for planning the 2010 county budget and the intention of the County Administrator to relax the hiring freeze to allow filling of a limited number of key positions. The Committee also discussed other factors that may impact budget planning including action taken by the state legislature, labor costs and potential for new revenue sources. This item was for information only; no action was requested.
- 9. **County Administrator's Report.** Operations, Management, and Budget Director Jack Ditmore informed the Committee that Dakota County has been requested to provide services to two cities in Dakota County in the areas of construction management and telecommunications systems. Staff will explore options for providing these types of service, and if services are recommended, a joint powers agreement will be presented to the County Board for approval.
- 10. **Adjournment.** The meeting was adjourned at 2:25 p.m.

Respectfully submitted,

Kelly D. Olson
Senior Administrative Coordinator to the Board