

**COMMUNITY SERVICES COMMITTEE
OF THE WHOLE
Minutes of the Meeting
Tuesday July 14, 2009
10:00 a.m.
Room 520, Northern Service Center**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:50 a.m. by the Chair, Commissioner Nancy Schouweiler. Those in attendance:

Commissioner Joseph A. Harris
Commissioner Kathleen A. Gaylord
Commissioner Thomas Egan
Commissioner Nancy Schouweiler
Commissioner Liz Workman
Commissioner Paul J. Krause
Commissioner Willis E. Branning

Also in attendance were: Dave Rooney, Community Services Division Director, and Jay Stassen, County Attorney's Office.

2. REPORTS

There were no reports.

3. INTRODUCTIONS

There were no introductions.

4. AUDIENCE

Chair Schouweiler asked if anyone in the audience wished to address the committee on an item not on the agenda or if anyone wished to discuss an item on the Consent Agenda. No one appeared.

5. APPROVAL OF AGENDA

Moved by Commissioner Krause, seconded by Commissioner Egan, and passed on a 7-0 vote to approve the agenda.

6. CONSENT AGENDA

Moved by Commissioner Gaylord, seconded by Commissioner Workman, and passed on a 7-0 vote to approve the following Consent Agenda.

6.1 Minutes of the June 9, 2009 meeting

6.2 Authorization To Execute Contract With Janice Stickney For Emergency Shelter Service

WHEREAS, the County purchases an array of services from various providers to address the mental health and housing needs of its citizens; and

WHEREAS, Snyder Health Care Systems, Inc. has notified the County that it will cease emergency shelter services effective June 30, 2009; and

WHEREAS, staff seek to maintain the availability of two emergency shelter beds for men with mental illness and related conditions; and

WHEREAS, staff has identified a licensed family foster care provider who is willing and able to expand services to include emergency shelter services for this population; and

WHEREAS, funding for these services is available through Group Residential Housing (GRH), Medical Assistance (MA) waivers, and funds are already included in the 2009 Social Services budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Janice Stickney for emergency shelter services at the rate of \$100 per day per client up to a maximum of two beds, for the period of July 21, 2009 through December 31, 2009, subject to approval by the County Attorney's office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract with the amount budgeted for emergency shelter services, to alter the types of services provided, the number of shelter beds available, and the unit rates, subject to the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That in the event sufficient funds from county, state, or federal sources are not appropriated at a sufficient level to continue providing these services, this contract will contain a provision that allows the County to immediately terminate the contract.

6.3 Ratification of Grant Application For American Recovery And Reinvestment Act Funds Submitted To Minnesota Department Of Human Services For Homelessness Prevention And Rapid Re-Housing Services

WHEREAS, Dakota County Community Services Division recognizes the need to provide financial assistance and supportive services to prevent homelessness and to return homeless persons to housing; and

WHEREAS, Homelessness Prevention and Rapid Re-Housing Program (HPRP), under Title XII of the American Recovery and Reinvestment Act (ARRA), designates \$1.5 billion nationally for communities to provide financial assistance and services to either prevent individuals and families from becoming homeless or to help those who are experiencing homelessness to be quickly re-housed and stabilized; and

WHEREAS, the federal government, through U.S. Department of Housing and Urban Development (HUD), issued a funding allocations notice and Dakota County as a HUD entitlement community eligible grantee applied for \$704,252 over a three year period (Resolution 09-189; April 21, 2009); and

WHEREAS, the State of Minnesota is also an entitlement recipient of federal funds for Homelessness Prevention and Rapid Re-housing (HPRP); and

WHEREAS, DHS has established that Dakota County is an entitlement community eligible for State HPRP and has invited entitlement communities to apply for any State HPRP funds not used by non-entitlement areas; and

WHEREAS, Dakota County is eligible for up to \$459,800 over a two year period; and

WHEREAS, grant applications for State HPRP funds were due July 1, 2009; and

WHEREAS, staff requests that the County Board ratify the application submitted to DHS in the amount of \$459,800 over a two year period to meet application timelines.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the application submitted to the Minnesota Department of Human Services for the purpose of Homelessness Prevention and Rapid Re-housing Program under Title XII of the American Recovery and Reinvestment Act, in the amount of \$459,800 over a two year period.

6.4 Authorization To Amend Employment And Economic Assistance Budget To Add Grant Funds For Minnesota Formula Dislocated Worker Services And To Execute Related Contracts

WHEREAS, the Workforce Investment Act (WIA) requires Workforce Service Areas (WSA), including Dakota-Scott Workforce Services, to offer employment and training services to program eligible residents of Dakota and Scott Counties; and

WHEREAS, on May 15, 2009 the Dakota-Scott Workforce Investment Board (WIB) approved contracts with the Minnesota Department of Employment and Economic Development (DEED)/Job Service and HIRED for the provision of program services; and

WHEREAS, the WIB and Dakota County staff recommends executing contracts with DEED/Job Service and HIRED to serve current participants, and those who enroll in Minnesota Dislocated Worker program for the period of July 1, 2009, through June 30, 2010.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners, with the concurrence of the WIB, hereby authorizes the Community Services Director to execute contracts with DEED/Job Service and HIRED to provide employment and training services for the Federal Dislocated Workers Program, at the following rates for the period of July 1, 2009, through June 30, 2010, subject to approval by the County Attorney's Office as to form:

HIRED

- ❖ \$1,000 per participant with \$500 of that amount paid in monthly installments (\$41.66/month) from 7/1/09 to 6/30/10 and \$500 of the amount paid at enrollment.
- ❖ \$5,000 for universal customer services. Amount to be paid in monthly installments (\$416.66/month).
- ❖ Options for incentives would include:
 - \$100 for clients receiving a credential
 - \$100 for clients placed in a wage of meeting or exceeding the required wage set by state for PY 09
 - \$100 for any client successfully completing an On-the-Job Training Contract

DEED/Job Service

- ❖ \$1,000 per participant with \$500 of that amount paid in monthly installments (\$41.66/month) from 7/1/09 to 6/30/10 and \$500 of the amount paid at enrollment.
- ❖ \$2,600 for universal customer services. Amount to be paid in monthly installments (\$216.66/month).
- ❖ \$500/month for web management services
- ❖ Options for incentives would include:
 - \$100 for clients receiving a credential
 - \$100 for clients placed in a wage of meeting or exceeding the required wage set by state for PY 09
 - \$100 for any client successfully completing an On-the-Job Training Contract; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the WIB is hereby authorized to amend said contracts, consistent with the approved work plans, to alter the number of clients served, types of services provided, reporting requirements, unit rates and contract term, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That these contracts shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; and

BE IT FURTHER RESOLVED, That the 2009 Employment and Economic Assistance budget is hereby amended as follows:

Expense	
Direct Program	\$36,607
Total Expense	\$36,607
Revenue	
DEED – State Dislocated Worker	\$40,674
Increase in Fund Balance	(4,067)
Total Revenue	\$36,607

6.5 Ratification Of FastTRAC Supplemental Plan, Authorization To Amend Employment And Assistance Budget To Add FastTRAC Supplemental Plan Funds, And Authorization To Execute Contracts For Related Services

WHEREAS, Dakota County administers Workforce Investment Act (WIA) and Temporary Assistance for Needy Families (TANF) program services to eligible participants; and

WHEREAS, on May 4, 2009, the Minnesota Department of Employment and Economic Development, (DEED) announced that Workforce Service Areas were eligible for a supplemental allocation to the Workforce Investment Act (WIA) and state funds in the form of FastTRAC funds; and

WHEREAS, on June 12, 2009, Dakota-Scott Workforce Services staff submitted a plan to DEED that met the FastTRAC guidelines; and

WHEREAS, the Minnesota Department of Employment and Economic Development has approved the 2009 FastTRAC Supplemental Plan submitted by Dakota-Scott Workforce Services; and

WHEREAS, the Minnesota Department of Employment and Economic Development has issued \$61,500 to Dakota County to implement the 2009 FastTRAC Supplemental Plan; and

WHEREAS, the Minnesota Department of Employment and Economic Development has notified the County the funds must be used between the period of July 1, 2009 and June 30, 2010.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the FastTRAC Supplemental Plan submitted by the Dakota-Scott Workforce Services staff and authorizes the Community Services Director to execute a grant agreement with the Minnesota Department of Employment and Economic Development in the amount of FastTRAC Supplemental Plan funds awarded, if needed to receive the funds, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the Dakota Scott Workforce Investment Board (WIB), is hereby authorized to execute a contract with Special School District #6 for curriculum development, instruction, and evaluation of the FastTRAC program as outlined in the plan, in an amount not to exceed \$25,000 for the period of July 1, 2009 through June 30, 2010, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the WIB, is hereby authorized to execute a contract with the Scott County Educational Cooperative for curriculum development, instruction, and evaluation of the FastTRAC program as outlined in the plan, in an amount not to exceed \$25,000 for the period of July 1, 2009 through June 30, 2010, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That these contracts shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the WIB, is hereby authorized to amend said contracts to accept additional funding, and to alter the number and type of clients, the type of services provided, the reporting requirements, the contract amount, and contract term, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2009 Employment and Economic Assistance budget is hereby amended as follows:

Expense	
Direct Program	\$52,675
Total Expense	\$52,675
Revenue	
DEED - FastTRAC	\$61,500
Increase in Fund Balance	(8,825)
Total Revenue	\$52,675

6.6 Ratification of Application Submitted To Minnesota Department Of Employment And Economic Development, Authorization To Amend Employment And Economic Assistance Budget To Add Low Income Grant Funds And To Execute Contracts For Related Services

WHEREAS, Dakota County administers Temporary Assistance for Needy Families (TANF) and Workforce Investment Area (WIA) program services to eligible participants; and

WHEREAS, the Minnesota Department of Employment and Economic Development has issued funds through the Minnesota Job Skills Partnership Low Income Worker grant to Dakota-Scott Workforce Services through the fiscal agent Dakota County; and

WHEREAS, the Minnesota Department of Employment and Economic Development has notified the County that the grant allocation for Program Year 2009 is \$160,692 to be used between July 1, 2009 and June 30, 2010.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the Low income Grant Application submitted to the Minnesota Department of Employment and Economic Development; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the Dakota Scott Workforce Investment Board (WIB), is hereby authorized to execute a grant agreement with the Minnesota Department of Employment and Economic Development to accept Low Income Worker in the amount of the grant awarded, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the WIB, is hereby authorized to execute a contract with Goodwill/Easter Seals to provide quarterly bank skills training, in an amount not to exceed \$51,084 for the period of July 1, 2009, through June 30, 2010, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the WIB, is hereby authorized to execute a contract with Dakota County Technical College to provide quarterly soldering training, in an amount not to exceed \$39,800, and quarterly customer service training, in an amount not to exceed \$55,200 for the period of July 1, 2009, through June 30, 2010, subject to approval by the County Attorney's Office as to form; and

BE IF FURTHER RESOLVED, That these contracts shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; and

BE IT FURTHER RESOLVED, That the Community Services Director, with the concurrence of the WIB, is hereby authorized to amend said contracts to accept additional funding, and to alter the number and type of clients, the type of services provided, the reporting requirements, the contract amount, and the contract term, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2009 Employment and Economic Assistance budget is hereby amended as follows:

Expense	
Direct Program	\$146,084
Total Expenses	\$146,084
Revenue	
DEED - Low Income Training	\$160,692
Increase in Fund Balance	(\$14,608)
Total Revenue	\$146,084

6.7 Authorization To Amend Employment And Economic Assistance Budget To Add Supported Work Funds And To Execute Contracts For Related Services

WHEREAS, Dakota County administers Temporary Assistance for Needy Families (TANF) program services to eligible participants; and

WHEREAS, the Minnesota Department of Human Services (DHS) has issued funds to provide supported work services to Minnesota Family Investment Program (MFIP) participants; and

WHEREAS, DHS has notified the County that our supported work allocation funding for Program Year 2009 is \$290,217 for the period of July 1, 2009 through June 30, 2010.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with HIRED to provide the Job Advance program, in an amount not to exceed \$246,684 for the period of July 1, 2009, through June 30, 2010, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That this contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract to accept additional funding, and to alter the number and type of clients, the type of services provided, the reporting requirements, the contract amount, and the contract term, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2009 Employment and Economic Assistance budget is hereby amended as follows:

Expense	
Direct Program	\$246,684
Total Expense	\$246,684
Revenue	
DHS – MFIP Supported Work	\$290,217
Increase in Fund Balance	(43,533)
Total Revenue	\$246,684

6.8 Proclamation Of Child Support Awareness Month, August 2009

WHEREAS, by investing in children we secure their future, as well as the future of Dakota County; and

WHEREAS, many concerned and dedicated child support workers, clerks of court, attorneys, magistrates, and judges diligently work to establish and enforce child support obligations for over 15,000 Dakota County families each year; and

WHEREAS, August is National Child Support Awareness Month; and

WHEREAS, staff requests that the County Board proclaim August as Child Support Awareness month in Dakota County to recognize the importance of the Child Support Program in helping families achieve self-sufficiency.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims August 2009 as Child Support Awareness Month in Dakota County; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby extends its appreciation to the dedicated child support workers, clerks of court, attorneys, magistrates, and judges who diligently work to establish and enforce child support obligations for Dakota County families.

6.9 Authorization To Submit Grant Applications To Minnesota Department Of Public Safety, Office Of Justice Programs, For American Recovery And Reinvestment Act Justice Assistance Funds

WHEREAS, Dakota County is eligible to apply for grant funds from the Minnesota Department of Public Safety Office of Justice Programs/Byrne Justice Assistance Grants available through the 2009 American Recovery and Reinvestment Act for the period from October 1, 2009 through December 31, 2011; and

WHEREAS, staff request authorization to submit three grants to the Minnesota Department of Public Safety Office of Justice Programs/Byrne Justice Assistance Grants to:

- continue funding for the Juvenile Drug Court Probation Officer position;
- pilot an Evening Learning Center as a detention alternative; and
- purchase data analysis for the Juvenile Detention Alternatives Initiative (JDAI).

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes submission of a grant application to the Minnesota Department of Public Safety Office of Justice Programs/Byrne Justice Assistance Grants to continue funding for the Drug Court Probation Officer in an amount not to exceed \$202,000 for the period of October 1, 2009 through December 31, 2011; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes submission of a grant application to the Minnesota Department of Public Safety Office of Justice Programs/Byrne Justice

Assistance Grants to pilot an Evening Learning Center as a detention alternative in an amount not to exceed \$400,000 for the period of October 1, 2009 through December 31, 2011; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes submission of a grant application to the Minnesota Department of Public Safety Office of Justice Programs/Byrne Justice Assistance Grants to purchase data analysis services to support the Juvenile Detention Alternatives Initiative in an amount not to exceed \$150,000 for the period of October 1, 2009 through December 31, 2011.

7. REGULAR AGENDA

7.1 Update on Dakota Scott Workforce Investment Board

Cathy Weik, Chair of the Dakota-Scott Workforce Investment Board (WIB), presented information on recent employment changes in Minnesota by sector, and compared unemployment statistics in Dakota County, Minnesota, and the nation. Ms. Weik also described the mission, vision, membership makeup, and committees of the WIB, as well as services for employers and job seekers at the Workforce Centers. Mark Jacobs, Employment and Economic Assistance Deputy Director, explained the various stimulus funds the County has received for the Adult, Dislocated Worker, and Youth programs. This item was for information only; no action was requested.

8. COMMUNITY SERVICES DIRECTORS REPORT

Each Commissioner received a copy of the Director's written report and Dave Rooney, Community Services Division Director, pointed out highlights.

9. OTHER BUSINESS

There was no other business.

10. ADJOURNMENT

Moved by Commissioner Krause, seconded by Commissioner Egan, and passed on a 7-0 vote to adjourn the meeting. The meeting was adjourned at 11:23 a.m.

Respectfully submitted,

Sandy Rolstad
Administrative Coordinator
Community Services Division