

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

**Meeting Minutes**

**January 5, 2010**

**Conference Room L139, Western Service Center, Apple Valley, Minnesota**

1. **Call To Order And Roll Call.** Commissioner Nancy Schouweiler, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 2:08 p.m. Roll was called with the following members present:

Commissioner Joseph A. Harris, District 1  
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  
Karen Schaffer, County Attorney's Office  
Kelly Olson, Sr. Administrative Coordinator

2. **Audience.** Commissioner Schouweiler 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 Workman, seconded by Commissioner Egan, the agenda was unanimously approved.
4. **Introduction Of New Employees.** There were no employee introductions.

**CONSENT AGENDA**

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

5. **Approval Of Minutes** of meeting held on December 15, 2009 with corrections.

**REGULAR AGENDA**

- 6.1 **Authorization To Execute Contract For Phase I Gap/Fit Analysis For Enterprise Resource Planning Project.** Information Technology Manager Tim Auld presented this item and responded to questions from the Committee.

On a motion by Commissioner Krause, seconded by Commissioner Egan, the following resolution was unanimously recommended to the County Board:

WHEREAS, in May 2009, a Dakota County project team issued a Request for Proposal (RFP) for the Enterprise Resource Planning procurement project; and

WHEREAS, the response submitted by SunGard Public Sector, Inc. was found to be the best solution to meet or exceed Dakota County requirements as specified in the RFP and provides the best value to the County; and

WHEREAS, in September 2009, SunGard Public Sector, Inc. demonstrated that its Integrated Financial and Administrative Solution (IFAS) software could best meet or exceed the County's requirements; and

WHEREAS, a Gap Fit Analysis project with SunGard Public Sector, Inc. is recommended as the first phase of an effort to replace existing mainframe applications used for Financial and Employee Relations tracking and reporting with vendor-supported software; and

WHEREAS, funds are available in the Major Systems Fund to cover the cost of the Phase I Gap/Analysis; and

WHEREAS, the Employee Relations, Financial Services, and Information Technology Departments jointly recommend the adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of the Operations, Management and Budget Division (OMB), in consultation with the Director of Financial Services and the Director of Employee Relations, to execute a Phase I contract with SunGard Public Sector Inc. for the Gap/Analysis in an amount not to exceed \$290,592, subject to approval by the County Attorney's office as to form; and

BE IT FURTHER RESOLVED, That the 2010 Information Technology Department budget for the Enterprise Resource Planning System (ERP) Phase I is hereby amended as follows:

<b>Expense</b>	
SunGard Public Sector Inc. Services for ERP Phase I	\$290,592
<b>Total Expense</b>	<b>\$290,592</b>
<b>Revenue</b>	
Major Systems Fund Balance	\$290,592
<b>Total Revenue</b>	<b>\$290,592</b>

**6.2 Authorization To Submit Amendment To Dakota County 800 MHz Radio Plan To Metropolitan Emergency Services Board For Tenth Radio Site.** Risk Manager B.J. Battig presented this item.

On a motion by Commissioner Harris, seconded by Commissioner Krause, the following resolution was unanimously recommended to the County Board:

WHEREAS, the County, local, and regional users of the 800 MHz radio system will mutually benefit from access and use of the system to provide interoperable public safety communications; and

WHEREAS, by Resolution No. 04-213 (May 18, 2004), the Dakota County Board of Commissioners authorized the County to join the Metropolitan Regional 800 MHz System; and

WHEREAS, by Resolution No. 05-247 (May 17, 2005), the Dakota County Board of Commissioners authorized that the Dakota County 800 MHz Radio Plan (Plan) be submitted to the Metropolitan Radio Board (succeeded by the Metropolitan Emergency Services Board); and

WHEREAS, by Resolution No 06-327 (August 22, 2006), the Dakota County Board of Commissioners authorized the execution of a cooperative agreement with the Metropolitan Emergency Services Board and the Minnesota Department of Transportation for Dakota County to participate in the regional 800 MHz system; and

WHEREAS, by Resolution No. 06-361 (September 5, 2006), the Dakota County Board of Commissioners authorized that a revised Dakota County 800 MHz Radio Plan be submitted to the Metropolitan Radio Board (succeeded by the Metropolitan Emergency Services Board) that included final design revisions prior to the initial construction of the Dakota County subsystem; and

WHEREAS, County staff and the County's contractor (PSC Alliance) have completed a review of the Dakota County subsystem to identify needs for radio coverage and recommend that a tenth radio site  
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be added to the Dakota County subsystem in Welch Township to provide enhanced coverage and a redundant radio site for use by public safety in the southeast portion of the County; and

WHEREAS, Dakota County has received funding under the U.S. Department of Homeland Security's Urban Area Security Initiative Grant program for improving interoperable communications; and

WHEREAS, the amendments to the Dakota County 800 MHz Radio Plan must be submitted for review and approval by the Metropolitan Emergency Services Board, other regional radio boards and the State Radio Board.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby recommends the addition of a tenth radio site in Welch Township to the Dakota County 800 MHz Radio Plan; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Administrator to submit a request for the tenth site addition to the Metropolitan Emergency Services Board and other radio boards as necessary to secure permission to add a tenth site to the Dakota County subsystem.

7. **County Administrator's Report.** The County Administrator's report included discussion of proposed legislation regarding the Metropolitan Council.
8. **Adjournment.** The meeting was adjourned at 3:40 p.m.

Respectfully submitted,

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Kelly D. Olson  
Senior Administrative Coordinator to the Board