

**COMMUNITY SERVICES COMMITTEE
OF THE WHOLE
Minutes of the Meeting
Tuesday February 2, 2010
10:00 a.m. or immediately Following Physical Development
Room 520, Northern Service Center**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 11:15 p.m. by the Chair, Commissioner Kathleen A. Gaylord. Those in attendance:

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

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

2. REPORTS

There were no reports.

3. INTRODUCTIONS

Carol Messler, Public Health Supervisor, introduced Suzanne Grant, Public Health Nurse.
Kathy Anderson, Community Services Manager, introduced Beth Bisciglia, Community Services Administrative Coordinator.

4. AUDIENCE

Chair Gaylord 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 Workman, seconded by Commissioner Egan, and passed on a 6-0 vote to approve the agenda.

6. CONSENT AGENDA

Moved by Commissioner Egan, seconded by Commissioner Schouweiler, and passed on a 6-0 vote to approve the following Consent Agenda.

6.1 Minutes of the January 12, 2010 meeting

6.2 Ratification Of Fast T R A C Proposal Submitted To The Minnesota Department Of Employment And Economic Development, Authorization To Amend 2010 Employment And Economic Assistance Budget To Add Fast T R A C Grant 9142500 Funds And Authorization To Execute Related Grant Agreement And Contracts

WHEREAS, on November 1, 2009, the Minnesota Department of Employment and Economic Development (DEED) issued a request for proposals (RFP) to provide stackable credential training that would create collaboration between Workforce Centers, Minnesota State Colleges and Universities (MNSCU), and local Adult Basic Education (ABE); and

WHEREAS, Dakota-Scott Workforce Services responded to the RFP in collaboration with Special School District 6/ABE and Inver Hills Community College/MNSCU to provide health care credential training to eligible Dakota and Scott County participants; and

WHEREAS, DEED notified staff that Dakota-Scott Workforce Services has been awarded \$75,000 through a competitive request for proposals process; and

WHEREAS, the Dakota-Scott Workforce Investment Board approved the funded proposal to provide health care credentialed training to eligible Dakota and Scott County residents through contracts with Inver Hills Community College (IHCC) and Special School District 6 (SSD6); and

WHEREAS, staff request authorization to execute a contract with IHCC and SSD6 to implement the project as approved by DEED.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the FastTRAC proposal submitted to DEED by Dakota-Scott Workforce Services in collaboration with SSD6 and IHCC in the amount of \$75,000; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director, with the concurrence of the Workforce Investment Board (WIB), to execute a grant agreement with the Minnesota Department of Employment and Economic Development to accept FastTRAC Grant 9142500 in the amount of the funds awarded, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director, with the concurrence of the Workforce Investment Board (WIB), to execute a contract with Inver Hills Community College to create the curriculum and provide instruction to two groups of students in training and program evaluation as well as cardiopulmonary resuscitation (CPR) certification and Mantoux testing as required for the nursing assistant credential in an amount not to exceed \$41,700 for the period of February 9, 2010 through March 28, 2011, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director, with the concurrence of the Workforce Investment Board (WIB), to execute a contract with Special School District 6 to create the curriculum and provide instruction to two groups of students in training and program evaluation in an amount not to exceed \$27,500 for the period of February 9, 2010 through March 28, 2011, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director, with the concurrence of the Workforce Investment Board (WIB) to amend said contracts within the amount of the FastTRAC 9142500 grant award, to alter the number and types of clients, type of services provided, reporting requirements, contract amount and contract term, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2010 Employment and Economic Assistance budget is hereby amended as follows:

Expense	
Direct Program	\$69,200
Total Expense	\$69,200
Revenue	
DEED Revenue	\$75,000
Increase in Fund Balance	(5,800)
Total Revenue	\$69,200

; and

BE IT FURTHER RESOLVED, That these contracts shall contain a provision that allows the County to immediately terminate the contracts 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.

6.3 Authorization To Execute Contract With Alliance Health Services For Personal Care Assistance Reassessments

WHEREAS, the Dakota County Board of Commissioners serves as the Community Health Board, pursuant to County Board resolutions adopted October 31, 1978, and Resolution No. 87-4 (January 6, 1987), and has responsibility to prevent disease, and promote and protect the health and safety of County residents; and

WHEREAS, the 2009 Minnesota Legislature (Minn. Stat. § 256B.0625, subd. 19a) made changes to the Personal Care Assistance (PCA) program effective January 1, 2010, so that PCA recipients must be assessed under the new program criteria; and

WHEREAS, the new state mandate requires that 1,490 Public Health Nurse (PHN) assessments be completed in the first six months of 2010; and

WHEREAS, the Public Health Department is the responsible entity in the County to perform PCA assessments and requires assistance to meet the mandate in a timely manner; and

WHEREAS, by Resolution No. 09-577 (November 17, 2009), the County Board authorized a contract with Minnesota Visiting Nurse Agency (MVNA) effective December 1, 2009, to assist in completing PCA reassessments that were beyond Dakota County's capacity to complete within the required timeframe; and

WHEREAS, staff recommends that a second provider be added so that the June 30, 2010 timeline is met; and

WHEREAS, Alliance Health Services has qualified PCA assessors available to assist the County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners authorizes the Community Services Director to execute a contract with Alliance Health Services for PCA assessments for the period of February 9, 2010 through December 31, 2010, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That Alliance Health Services will bill Medical Assistance (MA) through the Minnesota Department of Human Services' Medicaid Management Information System (MMIS) system at a rate of \$260.91 per assessment, and will remit \$50.00 per assessment completed to Dakota County; and

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

6.4 Authorization To Distribute Grants To Cities And Schools For State Health Improvement Program Projects, Amend Local Grant Agreements, And Allocate Other Funds

WHEREAS, the Dakota County Board of Commissioners acts as the Community Health Board and has responsibility to and a long history of supporting efforts to prevent disease and disability, and promote and protect the health and safety of county residents; and

WHEREAS, the Statewide Health Improvement Program (SHIP) was signed into law in 2008 as an integral component of Health Care Reform with the goal to help Minnesotans live longer, better, healthier lives by reducing the burden of chronic diseases through a focus on tobacco use and obesity (physical activity and nutrition) in worksites, healthcare settings, schools, and other community settings; and

WHEREAS, the Minnesota Department of Health notified Public Health staff that Dakota County has been awarded \$2.783 million for the two-year period beginning July 1, 2009 and ending June 30, 2011; and

WHEREAS, by Resolution No. 09-323 (July 7, 2009), the County Board authorized acceptance of SHIP funds from the Minnesota Department of Health and execution of a grant agreement with the Minnesota Department of Health and related contracts; and

WHEREAS, by Resolution No. 09-632 (December 1, 2009), the County Board authorized shifting funds from staff salary and benefit savings to use in program areas, including increasing the amount for active living grants for cities from \$50,000 to \$115,400; and

WHEREAS, a second round of active living funding was approved and applications were solicited, received, and reviewed with recommendations for awards now finalized; and

WHEREAS, staff requests that local grant agreements be executed and/or amended to expand implementation of the approved interventions resulting from the reallocated savings in an amount up to \$79,760, which is \$14,760 more than the previously designated amount; and

WHEREAS, staff recommends using the previously unallocated amount of \$12,588 from staff salary and benefit savings and \$2,172 from unused program funds (\$14,760 in total) for the active living grants to cities; and

WHEREAS, staff recommends using the balance of \$26,021 from school physical activity initiatives primarily to offer a second round of funding for walking/biking to school events this spring and to support the needs of the 13 schools that are working on comprehensive safe routes to school plans.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes County staff to use \$12,588 reallocated from staff salary and benefit savings for the active living grants to cities to increase access to recreational facilities and support non-motorized transportation; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend the local grant agreements with the cities to add \$79,760 effective February 9, 2010, for a total amount not to exceed \$145,160 to fund the proposals received to date 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 is hereby authorized to amend the local grant agreements with school districts, as needed, to add up to \$26,021 effective February 9, 2010, to fund walk/bike to school events this spring and to support the needs of the 13 schools that are working on comprehensive safe routes to school plans for a total amount not to exceed \$38,000 for the period of July 1, 2009 through June 30, 2010, subject to approval by the County Attorney's Office as to form.

6.5 Authorization To Execute Joint Powers Agreement With Anoka, Carver, Ramsey, Scott And Washington Counties To Conduct Joint Metro-Area Adult Health Survey

WHEREAS, local public health agencies are required by state law to conduct a community health assessment and develop action plans, if needed, every five years; and

WHEREAS, by Resolution No. 09-323 (July 7, 2009), the County Board authorized acceptance of the State Health Improvement Program (SHIP) grant awarded by the Minnesota Department of Health (MDH), to the Dakota County Public Health Department; and

WHEREAS, MDH requires that 10% of the total grant award be set aside for evaluation, and Resolution No. 09-323 (July 7, 2009) authorized that \$115,406 be spent for evaluation services in the first year of the grant cycle; and

WHEREAS, the purpose of this project is to develop and implement a coordinated Metro-Area Adult Health Survey to obtain baseline estimates for health risk behaviors and overall health status of adults in the metro region of Minnesota; and

WHEREAS, staff from Dakota County have been collaborating with staff from Anoka, Carver, Scott, Ramsey, and Washington Counties to develop a joint powers agreement to plan, implement, and share data collected through the survey; and

WHEREAS, Carver County, on behalf of the six counties, will enter into a contract with the independent contractor and serve as the fiscal agent for the funds; and

WHEREAS, staff recommends that the County Board authorize execution of the Joint Powers Agreement with Anoka, Carver, Ramsey, Scott and Washington Counties for the Metro-Area Adult Health Survey effective through December 31, 2010.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a Joint Powers Agreement with Anoka, Carver, Ramsey, Scott and Washington Counties to carry out the proposed Metro-Area Adult Health Survey substantially as presented to the Community Services Committee of the Whole on February 2, 2010, in an amount not to exceed \$25,000, effective from the date of execution by all parties through December 31, 2010, subject to approval by the County Attorney's Office as to form.

6.6 Authorization To Execute Contract With Everyday Living, A F C, L L C, For Adult Foster Care Services

WHEREAS, the Elderly Waiver (EW), Community Alternatives for Disabled Individuals (CADI), Community Alternatives for Care (CAC), and Traumatic Brain Injury (TBI) community-based waivers each serve a targeted population who is at risk of nursing home placement or hospitalization; and

WHEREAS, Social Services case managers authorize a wide range of services for clients based on individual client needs; and

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

WHEREAS, County staff has identified an out-of-county provider who is successfully serving Dakota County clients in their Carlton County locations, and staff who formerly worked for that provider have formed a new company here in Dakota County entitled Everyday Living, AFC, LLC; and

WHEREAS, staff have determined that additional corporate foster care services are needed for clients who have mental health diagnoses, traumatic brain injuries, chemical dependency concerns, and challenging behaviors that can be best provided as proposed by Everyday Living, AFC, LLC; and

WHEREAS, if a contract is authorized, clients currently being served outside of Dakota County would have the opportunity to be served in their home community; and

WHEREAS, funding for these services is provided through Group Residential Housing (GRH), Medical Assistance waivers, and funds already identified in the Social Services budget for client services; and

WHEREAS, the Commissioner of the Minnesota Department of Human Services sets the maximum service rates for GRH and waiver programs.

NOW, THEREFORE BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Everyday Living, AFC, LLC, for residential services and related support services at rates not to exceed those set forth by the Department of Human Services for a period commencing on the date the facility becomes available and licensed to provide client services, but no earlier than March 1, 2010 through June 30, 2011, 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, to alter the types of services provided, service rates or contract term, subject to approval by the County Attorney's Office as to form; and

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

7. REGULAR AGENDA

7.1 Information - Update On Metro Alliance For Healthy Families

Bonnie Brueshoff, Public Health Department Director, introduced this item and Gay Bakken, Manager of the Metro Alliance and Dakota County Healthy Families, presented a progress report. Information presented included program solutions, regional approach, funding, process, evaluation criteria, quality improvement data, and outcome information.

Dave Rooney, Community Services Division Director, commented on current funding and support from legislators.

Bonnie Brueshoff then introduced Donna Anderson, former Public Health Director, who gave a brief history of the onset of the program. Bonnie Brueshoff also introduced Pat Adams, MN Department of Health and former Public Health Director, who also provided reflections on the program and the value of partnership between state and local entities--an important relationship that benefits families in Dakota County.

7.2 Approval Of Interim Community Services Guidelines For Serving Homeless Families And Individuals, Amendment To Dakota Woodlands, Inc. Contract, And To Rescind County Board Resolution No. 97-450

Patrick Coyne, Social Services Department Director, introduced this item and Joan Granger-Kopesky, Social Services Deputy Director, presented the item giving an overview of current policy, housing costs, funding sources, priorities, and recommendations related to the interim guidelines for serving homeless families and individuals in Dakota County.

Commissioner Gaylord called upon Reyne Branschard-Linsk, Dakota County Woodlands Executive Director, who was in the audience. Ms. Branschard-Linsk provided information relative to the work done at Dakota County Woodlands, including the number of individuals sheltered at the facility, length of stay, and their success rate.

Additionally, Commissioner Gaylord called upon John Kemp, also in the audience, representing Affordable Housing Coalition and Neighbors, Inc. Mr. Kemp discussed the growing number of individuals seeking help from Neighbors, Inc., and offered a story of an individual recently served by Neighbors, Inc.

Moved by Commissioner Branning, seconded by Commissioner Gaylord, and passed on a 5-1 vote (with Commissioner Egan casting the opposing vote) to add a resolving clause directing staff to return with updates on a quarterly basis, and to recommend the County Board adopt the following resolution:

WHEREAS, homelessness threatens the safety of vulnerable people and increases the likelihood of crises that increase costs for individuals and the County; and

WHEREAS, the Dakota County Board of Commissioners has long been committed to preventing homelessness through services and supports through use of multiple funding streams; and

WHEREAS, Dakota County has the discretion to determine the approaches to addressing homelessness that match local needs and available resources; and

WHEREAS, a rapid increase in demand for housing support and the reality of current budget constraints prompted a review of the current guidelines for use of County funds for homelessness and preventing homelessness; and

WHEREAS, the 2010 Social Services adopted budget for housing and homelessness prevention was reduced by \$200,000 (to \$760,082) from what was budgeted in 2009; and

WHEREAS, one quarter of the \$760,082 (\$190,020) budgeted for housing and homelessness prevention is included in the Social Services budget and three quarters (\$570,062) is included in the County-wide budget; and

WHEREAS, staff recommends approval of interim Community Services guidelines for serving homeless families and individuals resulting in no County levy used to subsidize housing for families and individuals who are not served by the Dakota County Social Services Department; and

WHEREAS, staff will continue comparative or benchmark analysis with other counties and will also incorporate currently pending proposals for additional housing support into the final recommendation; and

WHEREAS, staff recommends that the Dakota Woodlands, Inc., contract for emergency and transitional shelter services be amended to reflect a change in payment methodology effective February 1, 2010; and

WHEREAS, staff recommends that 100 percent of the Family Homelessness and Prevention grant from Minnesota Housing Finance Agency be used to fund homelessness prevention services.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts and approves the following "Interim Community Services Guidelines For Serving Homeless Families And Individuals" as it applies to the use of County levy as follows, effective February 10, 2010:

FAMILIES

Emergency Shelter

Provide shelter for families at Dakota Woodlands, Inc. Families must develop and make progress on a plan to resolve their housing crisis.

Transitional Housing

Provide transitional housing through subsidies for those families served by Dakota County Social Services and who are moving out of the shelter or awaiting other subsidies. Families must be making progress on a plan for permanent housing through work with a case manager. The total number and amount of county housing subsidies is limited to the amount budgeted for this purpose.

Case Management

Provide case management when families enter a shelter or when families are in transitional housing.

SINGLE ADULTS AND COUPLES WITHOUT CHILDREN

Emergency Shelter:

Non-disabled single adults and couples without children will be referred to metro-wide shelters.

Non-disabled single adults and couples without children will be provided up to three days shelter during November through April if metro-wide shelters are full.

Transitional Housing:

Continue to provide housing subsidies for disabled adults served by Dakota County Social Services. The total number and amount of county housing subsidies is limited to the amount budgeted for this purpose.

Case Management:

Provide case management to disabled adults if served by Dakota County Social Services. No case management is provided to non-disabled adults.

; and

BE IT FURTHER RESOLVED, That the guidelines for assistance to individuals and families who are homeless or at risk of becoming homeless approved by Resolution No. 97-450 (July 1, 1997), are hereby rescinded in their entirety; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to amend the contract with Dakota Woodlands, Inc., to reflect a change in payment methodology effective February 1, 2010, subject to approval by the County Attorney's Office, as to form and as follows:

The County will make bi-monthly payments of \$5,625 to Dakota Woodlands, Inc., for emergency and transitional shelter services provided to homeless, single disabled women age 18 and older and homeless men and women age 18 and older with minor children for a total amount not to exceed \$123,750 for the period of February 1, 2010 through December 31, 2010; and

BE IT FURTHER RESOLVED, That the 2010 County budget be amended as follows:

Expense

County-wide

(\$277,160)

Social Services – homelessness prevention	\$205,959
Employment & Economic Assistance – homelessness prevention	\$ 71,201
NCC	0

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners direct staff to provide an update on a quarterly basis, for the remainder of 2010, to the Community Services Committee of the Whole.

Dave Rooney, Community Services Division Director, commented on future impacts that may affect this project, including the end of the GAMC Program and Federal Health Care Reform.

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. ADJOURNMENT

There being no further business to come before the committee, the meeting was moved for adjournment by Commissioner Harris, seconded by Commissioner Egan, and passed on a 6-0 vote. The meeting was adjourned at 1:09 p.m.

Respectfully submitted,

Kathy Anderson
Acting Administrative Coordinator
Community Services Division