

**COMMUNITY SERVICES COMMITTEE
OF THE WHOLE**

**Minutes of the Meeting
Tuesday, October 11, 2011
9:00 a.m.**

Room 520, Northern Service Center

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 11:40 a.m. by the Chair, Commissioner Liz Workman. 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: Brandt Richardson, County Administrator; Kelly Harder, 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 Workman 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 Gaylord, seconded by Commissioner Egan, and passed on a 7-0 vote to approve the agenda.

6. CONSENT AGENDA

Moved by Commissioner Harris, seconded by Commissioner Schouweiler, and passed on a 7-0 vote to approve the consent agenda.

6.1 Minutes of the September 20, 2011 Community Services Committee of the Whole Meeting

6.2 Authorization To Execute Contract With Scott-Carver-Dakota Cap Agency, Inc. For Family Homelessness Prevention And Assistance Program

WHEREAS, by Resolution No. 11-128 (March 22, 2011), the County Board authorized acceptance of a grant award from the Minnesota Housing Finance Agency in the amount of \$217,000, of which \$86,800 is

specifically directed towards the Scott-Carver-Dakota CAP Agency, Inc. for support services and direct housing assistance for the period of November 1, 2011 through June 30, 2013; and

WHEREAS, the Family Homelessness Prevention and Assistance Program is a statewide program, with grant funds directly awarded to Twin Cities metro area counties; and

WHEREAS, the State mandates an advisory committee comprised of local housing and service providers, consumers and community partners; and

WHEREAS, project activities include outreach, referral, case management and specific housing services such as tenant advocacy; and

WHEREAS, a total population of 30 single adults of all ages, and 30 single adults ages 18-21 ("youth"), will enroll in the program, and of those enrolled, 26 single adults and 25 youth will be housed at program exit, and 21 single adults and 21 youth will not enter a homeless shelter within 6 months of program exit; and

WHEREAS, staff recommends executing a contract with Scott-Carver-Dakota CAP Agency, Inc., for the Family Homeless Prevention and Assistance Program, in an amount not to exceed \$86,800, for the period of November 1, 2011 through June 30, 2013.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Scott-Carver-Dakota CAP Agency, Inc., for the Family Homeless Prevention and Assistance Program, in an amount not to exceed \$86,800, for the period of November 1, 2011, through June 30, 2013, 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, within the amount budgeted, to alter the number and types of clients served, type of services provided, and the contract term, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 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.

6.3 Authorization To Execute Memorandum Of Understanding With Metropolitan Area Agency On Aging To Continue Implementation Of Legislation Governing Long Term Care Consultation Services

WHEREAS, Minn. Stat. § 256B.0911 governing Long Term Care Consultation Services was amended to require that all providers offering or providing Assisted Living Services must "...inform all prospective residents of the availability of and contact information for transitional consultation services...prior to executing a lease or contract with the prospective resident"; and

WHEREAS, the Minn. Stat. § 256B.0911 subd. 3c was amended by the 2011 Legislature to call this service "Consultation for Housing with Services"; and

WHEREAS transition to Housing with Services Consultation is to be provided as determined by the Commissioner of Human Services, which is a combination of telephone-based and in-person assistance as a partnership between the Area Agencies on Aging and lead agencies; and

WHEREAS, the funding for this service is included in the county allocation methodology as described under Minn. Stat. § 256B.0911, subd. 6; and

WHEREAS, under the implementation model developed by the Minnesota Department of Human Services, a specified share of the above funding is allocated from the counties to the Metropolitan Area Agencies on Aging using a Memorandum of Understanding developed by the Minnesota Department of Human Services to support the telephone-based service, as well as the follow-up evaluation activities; and

WHEREAS, staff request authorization to execute a Memorandum of Understanding with the Metropolitan Area Agency on Aging in order to implement the "Consultation for Housing with Services" legislation.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a Memorandum of Understanding with the Metropolitan Area Agency on Aging in the amount of \$62,862.17 to implement the Consultation for Housing with Services legislation, effective on the date of execution by both parties and continuing until September 30, 2012, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That upon execution of the Memorandum of Understanding by both parties, the County will pay \$62,862.17 to the Metropolitan Area Agency on Aging for the services to be provided from October 1, 2011 through September 30, 2012.

6.4 Authorize Acceptance Of County Veteran Service Officer Operational Improvement Grant Award From Minnesota Department Of Veterans Affairs, And Amendment Of Veteran Services Budget

WHEREAS, Minnesota Department of Veterans Affairs (MDVA) offers the CVSO Operational Improvement Grant to all counties whose recently hired CVSO has received MDVA accreditation by passing certification class training; and

WHEREAS, the purpose of the grant is to fund operational costs that County Veteran Service Officer's may incur; and

WHEREAS, Dakota County was notified July 30, 2011, of the award in the amount of \$5,600 for fiscal year 2012, which is based on the current veteran population of Dakota County, as reported by the U.S. Department of Veteran Affairs; and

WHEREAS, staff recommends accepting the awarded grant funds from Minnesota Department of Veterans Affairs for County Veteran Service Officer Operational Improvement initiatives, in the amount of \$5,600 for the period of July 30, 2011, through March 30, 2012.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes acceptance of the County Veteran Service Officer Operational Improvement grant from Minnesota Department of Veterans Affairs in the amount of \$5,600 for the period of July 30, 2011 through March 30, 2012; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a grant agreement with Minnesota Department of Veterans Affairs in the amount of \$5,600 for the period of July 30, 2011 through March 30, 2012, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 2011 Veteran Services department budget is hereby amended as follows:

EXPENSE	
(Veteran Services Budget)	\$ (5,600)
TOTAL EXPENSE	\$ (5,600)

REVENUE	
(MDVA)	\$ (5,600)
TOTAL REVENUE	\$ (5,600)

7. REGULAR AGENDA

7.1 Authorization To Adopt County Policy For Emergency Assistance, Emergency General Assistance, And Emergency Minnesota Supplemental Assistance Programs In Response To Legislative Changes

WHEREAS, the 2011 State Legislature, effective July 1, 2011, reduced the Minnesota Family Investment Program consolidated grant funding, reduced the funding for Emergency General Assistance and eliminated the funding for the Emergency Minnesota Supplemental Assistance Programs; and

WHEREAS, effective November 1, 2011, State Law permits counties to establish county rules for both the Family Emergency Assistance Program and the Emergency General Assistance Program with the only state requirements being that recipients have income of less than 200% of federal poverty guidelines, and that recipients receive assistance only once within a twelve month period; and

WHEREAS, staff recommends establishing consistent rules for both emergency assistance and emergency general assistance, with a few noted exceptions, as fairest and easiest to administer.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the Emergency Assistance/Emergency General Assistance Policy as presented to the Community Services Committee of the Whole on October 11, 2011.

Moved by Commissioner Harris, seconded by Commissioner Gaylord, and passed on a 7-0 vote to approve.

7.2 Informational Update On Multiple Initiatives From 2010- INFORMATION

8. COMMUNITY SERVICES DIRECTORS REPORT

Kelly Harder, Community Services Director, provided a verbal report to the Committee.

9. ADJOURNMENT

There being no further business to come before the Committee, the meeting was moved for adjournment by Commissioner Schouweiler, seconded by Commissioner Krause, and passed on a 7-0 vote. The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Carla Skog
Acting Administrative Coordinator
Community Services Division