

A G E N D A

Dakota County Board of Commissioners Special Meeting

March 31, 2020
9:00 AM

View Live Broadcast <https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>

1. **Call To Order And Roll Call**
2. **Pledge Of Allegiance**
3. **Audience**
Anyone wishing to address the County Board on an item not on the agenda or an item on the consent agenda may send comments to CountyAdmin@co.dakota.mn.us
4. **Approval Of Agenda** (Additions/Corrections/Deletions)

REGULAR AGENDA

5. **County Board/County Administration**
 - 5.1 *County Administration* – INFORMATION - Update On Monitoring Of Coronavirus Outbreak
 - 5.2 *County Board* - Declaration Of Essential And Priority Services Pursuant To Executive Order 20-20 Directing Minnesotans To Stay At Home
6. **County Manager's Report**
7. **Information**
 - 7.1 See Attachment A - Future Board Meetings And Other Board Activities
8. **Adjournment**

For more information, call 651-438-4417
Dakota County Board meeting agendas are available online at
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>
Public Comment can be sent to countyadmin@co.dakota.mn.us

Future Board And Other Public Agency Meetings

March 31, 2020

Tuesday

9:00 AM - 9:00 AM

Special Dakota County Board of Commissioners -- View Live Broadcast
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>

April 7, 2020

Tuesday

9:00 AM - 9:00 AM

Dakota County Board of Commissioners Meeting -- View Live Broadcast
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>

9:30 AM - 9:30 AM

Dakota County General Government and Policy Committee of the Whole Meeting (or following Board Meeting) -- View Live Broadcast
<https://www.co.dakota.mn.us/Government/BoardMeetings/Pages/default.aspx>

DAKOTA COUNTY DAKOTA COUNTY BOARD OF COMMISSIONERS**Update On Monitoring Of Coronavirus Outbreak**

Meeting Date: 3/31/2020	Fiscal/FTE Impact:
Item Type: Regular-Information	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: County Administration/County Board	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: County Administration	<input type="checkbox"/> New FTE(s) requested
Contact: Smith, Matt	Board Goal: Excellence in public service
Contact Phone: (651) 438-4590	Public Engagement Level: N/A
Prepared by: Reynolds, Jennifer	

PURPOSE/ACTION REQUESTED

Update in response to the coronavirus (COVID-19) outbreak.

SUMMARY

Staff from the County's Public Health Department and Office of Risk Management will provide an update at the meeting.

Dakota County is working with local, state and federal health officials in response to the novel coronavirus (COVID-19) outbreak.

Dakota County Public Health has activated a system that assigns emergency roles to staff and involves regular meetings to share COVID-19 updates. County staff is also communicating with the Minnesota Department of Health and the federal Centers for Disease Control and Prevention (CDC). This information is being communicated to hospitals, schools, city emergency managers and other community partners. In addition, the Public Health Department has activated a COVID-19 hotline for county residents to call with questions and concerns.

Health care providers in the County are screening patients for signs and symptoms of the virus. Suspected virus specimens are processed for testing either through a private laboratory or the Minnesota Department of Health laboratory. There is currently no vaccine to protect against COVID-19.

The County has activated the County's Continuity of Operations Plan. The Team has been meeting regularly. The Team has focused on delivery of essential services to continue to protect the health and safety of the public, safety of staff in performance of their duties, tracking the expenditures associated with the response, assuring County governance and leadership are able to function and establishing long term plans as the timeframe of this event continues to extend. Updates are being communicated to Dakota County staff through postings on the County's intranet site (DC Works). Managers and supervisors are being updated through Skype Townhall meetings on a regular basis.

The County has activated the County's Emergency Operations Plan (EOP) and staff assigned to the Emergency Operations Center (EOC) are meeting virtually on a regular basis. The primary missions of the EOC have been to support Dakota County Public Health's operations, coordinating requests for personal protective equipment from local first responders to the State Emergency Operations Center and preparing for long term support of needs in the community for resources and behavioral health. County staff is also communicating with the Minnesota Department of Public Safety, Division of Homeland Security Management, to keep informed of the activities of the State in the COVID-19 response.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Previous Board Action(s):

RESOLUTION

Information only; no action requested.

County Manager's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed---No Recommendation
- Reviewed---Information Only
- Submitted at Commissioner Request

Reviewed by (if required):

- County Attorney's Office
- Financial Services
- Risk Management
- Employee Relations
- Information Technology
- Facilities Management



County Manager

DAKOTA COUNTY BOARD OF COMMISSIONERS**Declaration Of Essential And Priority Services Pursuant To Executive Order 20-20 Directing Minnesotans To Stay At Home**

Meeting Date: 3/31/2020	Fiscal/FTE Impact:
Item Type: Regular-Action	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: County Administration/County Board	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: County Board	<input type="checkbox"/> New FTE(s) requested
Contact: Smith, Matt	Board Goal: Excellence in public service
Contact Phone: (651) 438-4590	Public Engagement Level: N/A
Prepared by: Reynolds, Jennifer	

PURPOSE/ACTION REQUESTED

Declare the essential and priority services in response to Executive Order 20-20 directing Minnesotans to stay at home in response to the COVID-19 (coronavirus) Pandemic.

SUMMARY

On March 25, 2020, Governor Tim Walz executed Executive Order 20-20 (Order) to further reduce the spread of Coronavirus-19 (COVID-19) throughout Minnesota. The Order essentially requires all Minnesotans to “stay at home” beginning March 27, 2020, at 11:59 pm and includes a description of activities and services that are exceptions to the Order. The stay at home provision expires on April 10, 2020, at 5:00 pm.

For Minnesota’s local governments, the Order defines essential services that must be continued by public employees and contractors by reference to the U.S. Department of Homeland Security Guidance on the Essential Critical Infrastructure Workforce and other services defined in the Order, including public health, law enforcement/public safety, transportation, public works, elections, and housing and homelessness-prevention. In addition to the enumerated essential services, the Order provides for the continuation of all other governmental functions which are necessary to ensure the health, safety, and welfare of the public, to preserve the essential elements of the financial system of government, and to continue priority services as determined by a political subdivision of the State. The Order mandates that in the performance of any of these operations, the County must determine the minimum personnel necessary to maintain these governmental operations, and all who can work from home must do so.

Dakota County has initiated its continuity of operations plan in response to the COVID-19 Pandemic, and a local emergency was declared in Dakota County on March 17, 2020 and continued by the County Board Commissioner by Res. No. 20-139 (March 20, 2020). Since that time, Dakota County has swiftly adapted its operations and services to continue to provide services to the residents of Dakota County while implementing the greatest measures possible to reduce the spread of COVID-19 while maintaining the Board’s goal of excellence in public service. A significant portion of the County’s workforce is currently working remotely with more transitioning daily as resources become available. Others are continuing to perform essential, and priority functions onsite with measures in place to provide a safe and healthy workplace.

By Executive Order 20-18, Governor Walz also extended the closure of bars, restaurants, and other places of public accommodation that began on March 17, 2020, until May 1, 2020, at 5:00 pm. Dakota County has also closed all County public-facing services and facilities at the County Parks. These closures are in furtherance of the recommendations to reduce the spread of COVID-19. While the park facilities are closed, all County parks and trails open-spaces remain open to the public for recreation encouraged by the Order for the welfare of the public. Likewise, other public-facing services continue to serve the public through electronic and other means, such as the libraries’ online services. More information about the changes in County services can be found here: <https://www.co.dakota.mn.us/HealthFamily/HandlingEmergencies/Disasters/Pages/service-changes.aspx>. The County Manager has determined County departments and divisions continue to deliver essential or priority services to maintain the public welfare, health, and safety of the public.

RECOMMENDATION

Declare the essential and priority services in response to Executive Order 20-20 directing Minnesotans to stay at home in response to the COVID-19 (coronavirus) Pandemic.

EXPLANATION OF FISCAL/FTE IMPACTS

Tracking of costs associated with the response is being recorded in COVID-19 by departments. Federal or State Public Assistance funding for reimbursement of these expenses has not been determined at this time.

Supporting Documents:**Previous Board Action(s):****RESOLUTION**

WHEREAS, there is a global COVID-19 (coronavirus) Pandemic; and

WHEREAS, the President of the United States has declared a National Emergency; and

WHEREAS, the Governor of the State of Minnesota has declared a Peacetime Emergency; and

WHEREAS, subject matter experts have determined that proactive measures must be undertaken to reduce the impact of the COVID-19; and

WHEREAS, on March 25, 2020, Governor Tim Walz executed Executive Order 20-20 (Order) to further reduce the spread of Coronavirus-19 (COVID-19) throughout Minnesota; and

WHEREAS, the Order essentially requires all Minnesotans to “stay at home” beginning March 27 at 11:59 pm, and includes a description of activities and services that are exceptions to the Order; and

WHEREAS, the stay at home provision expires on April 10, 2020, at 5:00 pm, unless extended by a subsequent Executive order; and

WHEREAS, for Minnesota’s local governments, the Order defines essential services that must be continued by public employees and contractors by reference to the U.S. Department of Homeland Security Guidance on the Essential Critical Infrastructure Workforce and other services defined in the Order, including public health, law enforcement/public safety, transportation, public works, elections, and housing and homelessness-prevention; and

WHEREAS, in addition to the enumerated essential services, the Order provides for the continuation of all other governmental functions which are necessary to ensure the health, safety, and welfare of the public, to preserve the essential elements of the financial system of government, and to continue priority services as determined by a political subdivision of the State; and

WHEREAS, the Order mandates that in the performance of any of these operations, the County must determine the minimum personnel necessary to maintain these governmental operations and all who can work from home must do so; and

WHEREAS, Dakota County has initiated its continuity of operations plan in response to the COVID-19 Pandemic, and a local emergency was declared in Dakota County on March 17, 2020, and continued by the County Board Commissioner by Resolution No. 20-139 (March 20, 2020); and

WHEREAS, since that time, Dakota County has swiftly adapted its operations and services to continues to provide essential and priority services to the residents of Dakota County while implementing the greatest measures possible to reduce the spread of COVID-19 while maintaining the Board’s goal of excellence in public service; and

WHEREAS, a significant portion of the County’s workforce is currently working remotely with more transitioning daily as resources become available and other are continuing to perform essential, and priority functions onsite with measures in place to provide a safe and healthy workplace; and

WHEREAS, by Executive Order 20-18, Governor Walz also extended the closure of bars, restaurants and other places of public accommodation that began on March 17, 2020, until May 1, 2020, at 5:00 pm; and

WHEREAS, Dakota County has also closed all County public-facing services and facilities at the County parks; and

WHEREAS, in furtherance of the recommendations to reduce the spread of COVID-19, Dakota County will continue the closures during the closure of places of public accommodation by Order of Governor Walz; and

WHEREAS, while park facilities are closed, all County parks and trails open-spaces remain open to the public for recreation encouraged by the Order for the welfare of the public; and

WHEREAS, other County public-facing services continue to serve the public through electronic and other means, such as the libraries' online services, more information about the changes in County services is available on the County's website; and

WHEREAS, the County Manager has determined County departments and divisions continue to deliver essential and/or priority services to maintain the public welfare, health, and safety of the public while operating in new ways to reduce the spread of COVID-19; and

WHEREAS, the Dakota County Attorney and the Dakota County Sheriff, as elected officials, have also adapted their operations based on guidance to reduce the spread of COVID-19 and made determinations as to essential and priority functions and appropriate staffing needs, and will continue to do so in response to the COVID-19 Pandemic.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby declares that essential and/or priority functions are performed by all Dakota County departments and divisions to serve the health, safety, and welfare of the public; and

BE IT FURTHER RESOLVED, That in accordance with the delegation of powers by the Dakota County Board of Commissioners for managing the COVID-19 emergency by Resolution No. 20-139, the County Manager shall utilize his authority and discretion to determine the minimum personnel necessary to work at County facilities, except for the Dakota County Attorney and the Dakota County Sheriff operations, to maintain the County's governmental operations and to serve the health, safety, and welfare of the public during the "stay at home" period of the Order.

County Manager's Comments:

- Recommend Action
- Do Not Recommend Action
- Reviewed---No Recommendation
- Reviewed---Information Only
- Submitted at Commissioner Request

Reviewed by (if required):

- County Attorney's Office
- Financial Services
- Risk Management
- Employee Relations
- Information Technology
- Facilities Management



County Manager

