

**DAKOTA COUNTY
COMMUNITY SERVICES COMMITTEE OF THE WHOLE**

May 12, 2020

9:30 AM or following Physical Development Committee of the Whole

View Live Broadcast

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

If you wish to speak to an agenda item or an item not on the agenda, please notify the Clerk to the Board via email at CountyAdmin@co.dakota.mn.us
Emails must be received by 7:30am Tuesday, May 12, 2020.
Instructions on how to participate will be sent to anyone interested.

1. Call To Order And Roll Call

Note: Any action taken by this Committee of the Whole constitutes a recommendation to the County Board.

2. 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

3. Approval Of Agenda (Additions/Corrections/Deletions)

4. Consent Agenda

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6. Community Services Directors Report

7. Adjournment

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For more information please call 651-554-5742.

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

Public Comment can be sent to countyadmin@co.dakota.mn.us

**DAKOTA COUNTY
COMMUNITY SERVICES COMMITTEE OF THE WHOLE**

Meeting Minutes

April 14, 2020

Conference Room 520, Northern Service Center

Call To Order And Roll Call

Commissioner Mike Slavik
Commissioner Kathleen A. Gaylord
Commissioner Thomas A. Egan
Commissioner Joe Atkins
Commissioner Liz Workman
Commissioner Mary Liz Holberg
Commissioner Chris Gerlach

Also in attendance: Matt Smith, County Manager; Peggy Horsch, Assistant County Attorney; Stephanie Radtke, Deputy Director; Colleen Collette, Administrative Coordinator.

Due to the local state of emergency and social distancing, Commissioners participated in this meeting via telephone, and the Community Services Committee of the Whole meeting was conducted under Minn. Stat. § 13D.021.

The meeting was called to order at 10:51 a.m. by the Chair, Mary Liz Holberg.

The audio of this meeting is available upon request.

Audience

With this new format, anyone wishing to address the Committee on an item not on the agenda, or an item on the consent agenda, had the opportunity to send comments to countyadmin@co.dakota.mn.us . As of 8:00 a.m. on April 14, 2010, none were received. Again, comments can be sent to countyadmin@co.dakota.mn.us .

Approval Of Agenda (Additions/Corrections/Deletions)

On a motion by Commissioner Chris Gerlach, seconded by Commissioner Thomas A. Egan, the agenda was unanimously approved.

Consent Agenda

On a motion by Commissioner Kathleen A. Gaylord, seconded by Commissioner Joe Atkins, the consent agenda was unanimously approved as follows:

4.1 Approval Of Minutes

4.2 Authorization Of Local Youth Plan Submission For Workforce Innovation And Opportunity Act Youth Program 2020 And Authorization To Accept Funds, Execute Grant Agreement And Execute Related Contract

WHEREAS, the federal Workforce Innovation and Opportunity Act (WIOA) requires local service areas to provide services to low-income, at-risk youth in order to promote educational and employment success; and

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WHEREAS, the Minnesota Department of Employment and Economic Development (DEED) fulfills this requirement through grants to local Workforce Development Boards for WIOA Youth Program; and

WHEREAS, by Resolution No. 19-432 (March 26, 2019), the Dakota County Board of Commissioners authorized execution of a contract with HIRED to provide WIOA Youth Program services; and

WHEREAS, Dakota-Scott Workforce Services received official notification from DEED on Program Year (PY) 2019 funding on April 18, 2019, with \$306,105 in WIOA Youth Program funding allocated to Dakota and Scott Counties, of which Dakota County's funding was \$244,884 and Scott County's funding was \$61,221; and

WHEREAS, due to COVID-19 and the cancellation of the March Dakota-Scott WDB Meeting, Dakota-Scott Workforce Services will submit its Local Youth Plan after the April 10, 2020, due date; and

WHEREAS, official notification of PY 2020 allocations for the period of April 1, 2020 through March 31, 2021, has not yet been received; however, the anticipated funding level for WIOA Youth Program services is not expected to exceed \$400,000; and

WHEREAS, staff recommends authorization to submit the Local Youth Plan to DEED for the WIOA Youth Program 2020 Plan funds, and, if approved, accept WIOA Youth Program funds, execute the grant agreement with DEED, and execute the related contract with HIRED to provide WIOA Youth Program services in the amount of the grant awarded, less ten percent for administrative expenses, and less the amount allocated to Scott County, for the period of April 1, 2020 through March 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the submission of the Local Youth Plan to the Minnesota Department of Employment and Economic Development for the Workforce Innovation and Opportunity Act Youth Program 2020 Plan funds; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the Workforce Innovation and Opportunity Act Youth Program funds if the Local Youth Plan is approved by the Minnesota Department of Employment and Economic Development, and execute the Workforce Innovation and Opportunity Act Youth Program grant agreement with the Minnesota Department of Employment and Economic Development in the amount of the grant awarded, subject to the approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to execute a contract with HIRED to provide Workforce Innovation and Opportunity Act Youth Services in an amount not to exceed the grant award, less ten percent for administrative expenses, and the amount allocated to Scott County, for the period of April 1, 2020 through March 31, 2021, subject to approval by the County Attorney's office as to form; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Division Director is hereby authorized to amend the grant to alter the grant term, accept additional grant funds and continue grant-funded FTE's (if relevant), consistent with County contracting policies, and inclusion of grant funds in future yearly recommended and adopted budgets, 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 consistent with the approved Workforce Innovation and Opportunity Act Youth Program 2020 Plan, to accept additional funding, alter the number and types of clients served, types of services provided, reporting requirements, contract amount and contract term, consistent with County contracting policies, subject to the approval of 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

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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.

4.3 Authorization To Adopt Modified County Policy For Emergency Assistance And Emergency General Assistance Programs

WHEREAS, Emergency Assistance is a short-term program for families; and

WHEREAS, Emergency Assistance is funded by the Minnesota Family Investment Program (MFIP) Consolidated Fund, with State and Federal funds; and

WHEREAS, Emergency Assistance can only be issued for a family once in a 12-month period; no one in the household may have received Emergency Assistance within the last 12-month period; and

WHEREAS, Emergency General Assistance is a short-term program used primarily for single individuals or couples without children; and

WHEREAS, Emergency General Assistance is funded through State funds; and

WHEREAS, Emergency General Assistance can only be issued once in a 12-month period; and

WHEREAS, households served by Emergency Assistance and Emergency General Assistance are facing a potential loss of basic needs, such as, utilities or shelter, and have no ability to solve the emergent situation with current household resources; and

WHEREAS, emergency funds from these programs are only available to households whose net income is below 200 percent of the previous calendar year's federal poverty guidelines; and

WHEREAS, issuance of assistance must resolve the financial need and potential loss of basic needs; and

WHEREAS, staff recommends the following modifications to the County policy for Emergency Assistance and Emergency General Assistance programs:

- Eligibility criteria for Emergency Assistance: There must be one adult in the household who has not received Emergency Assistance within the last 12 months.
- Association fees: Allow payment of associations fees if non-payment threatens housing.
- Home repairs: Incorporate language requiring an applicant to sign a waiver form as part of eligibility.
- Moving expenses: Moving expenses can be allowed for households where one adult member is 65 or older or certified disabled by Social Security and there are no other State or Federal programs able to assist, and once applicant signs waiver form.
- Foreclosures: Remove the language: A threat of foreclosure only on a mobile home that is in good condition.
- Update to include Program Operations Manager: Exceptions to the policy rules are only allowed with approval from the Employment and Economic Assistance Deputy Director or Program Operations Manager.
- Continue to use consistent policy and criteria for Emergency Assistance and Emergency General Assistance eligibility, with a few noted exceptions.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes adoption of the modified County policy for Emergency Assistance and Emergency General Assistance programs.

4.4 Authorization To Execute Contract With Center City Housing Corp. For Cahill Place Services

WHEREAS, Cahill Place Apartments is a new apartment building in Inver Grove Heights currently under construction; and

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WHEREAS, the building will have 40 two- and three-bedroom units and will be dedicated to families who have experienced homelessness and housing instability; and

WHEREAS, this project is a collaboration between Center City Housing Corp. (developer), the Dakota County Community Development Agency (CDA) (capital funding and project-based housing vouchers) and Dakota County (support service funding), among other partners and funders; and

WHEREAS, in February 2019, Dakota County Social Services issued a Request for Proposals for the onsite support services at Cahill Place and two proposals were received; and

WHEREAS, a selection committee comprised of staff from the CDA and Social Services selected Center City Housing Corp. as the service provider; and

WHEREAS, Center City Housing Corp. will provide front desk staff 365 days per year, 24-hours per day; on-site case management services and whole-family programming; engage in outreach to community agencies to develop strong working relationships, specifically schools, law enforcement and other local community agencies; and will fill units through Coordinated Entry and Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Center City Housing Corp. for permanent supportive housing services at Cahill Place in an amount not to exceed \$650,000 annually from June 1, 2020 to December 31, 2022, with first-year funding being prorated from the start date (approximately \$325,000), 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, alter the number and types of clients served, types of services provided, reporting requirements, contract amount and contract term, consistent with County contracting policies, subject to the approval of the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain the 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.

4.5 Distribution Of Funds For 2020 Memorial Day Activities

This item was on the agenda for informational purposes only.

Regular Agenda

5.1 Update On Community Services Division COVID-19 Response

The following staff presented on this item: Stephanie Radtke, Deputy Director; Kate Lerner, Operations Director, Community Services Administration; Brian Kopperud, Director, Community Corrections; Marti Fischbach, Director, Employment and Economic Assistance; Bonnie Brueshoff, Director, Public Health; Evan Henspeter, Director, Social Services; Lisa Thomas, Director, Veterans Services; Matt Smith, County Administrator and Acting Director, Community Services Division; Jess Luce, Manager-Communities for a Lifetime, Public Health; Mary Beth Schubert, Director, Communications. Staff was advised to get the word out about how residents can connect to resources by means other than sending a direct mail piece. In the meantime, staff was asked to determine if such a mailing would be eligible for reimbursement; and, if a mailing is reconsidered, that staff focus on targeting vulnerable residents.

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Community Services Directors Report

Matt Smith, County Manager and Acting Director of Community Services, thanked the Community Services director team and staff for all the hard work. He highlighted an item on the consent agenda whereby the Board adopted the services contract with Center City Housing for Cahill Place that will start in June. He noted that it is a huge milestone, especially as conversation is ongoing about housing stabilization and ensuring care for the vulnerable population. During the COVID-19 update, Evan Henspeter, Director of Social Services, mentioned near-term needs to address eviction prevention and short-term emergency housing to keep people safe and housed. Center City will only use about half of what was budgeted to support housing in 2020; therefore, the additional funds will be moved to support resources for eviction prevention, sanitation services in congregate settings and emergency housing needs. This action is within budget compliance policies.

Mr. Smith stated that staff are carefully tracking expenses as they relate to responding to the COVID-19 pandemic. If, after some clear direction, federal funds would be available to reimburse for some of these expenses, staff will seek to obtain reimbursement. In the meantime, staff continues to move to ensure resources for what's needed.

Mr. Smith mentioned that on Monday, April 13, 2020, Dakota County started a collection for community donations for personal protective equipment, and on the first day 295 N95 masks, over 200 homemade masks and other things were donated. He noted that the community is being generous, and collections continue through Wednesday.

Adjournment

On a motion by Commissioner Mike Slavik, seconded by Commissioner Thomas A. Egan, the meeting was adjourned at 12:00 p.m.

Respectfully submitted,

Colleen Collette, Administrative Coordinator
Community Services Division

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

**Authorization To Execute License Agreement With Independent School District 200 For Space For
Emergency Public Health Activities**

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Consent-Action	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Public Health	<input type="checkbox"/> New FTE(s) requested
Contact: Brueshoff, Bonnie	Board Goal: A great place to live
Contact Phone: (651) 554-6103	Public Engagement Level: N/A
Prepared by: Lees, Christine	

PURPOSE/ACTION REQUESTED

Authorization to execute a license agreement with Independent School District 200 (ISD 200), Hastings, for space at school sites for emergency public health activities as determined by the Dakota County Public Health Department (Public Health) in its role of preventing and controlling communicable disease.

SUMMARY

The Dakota County Board of Commissioners, acting as the Dakota County Community Health Board, has responsibility to support efforts to prevent disease and disability, and to promote and protect the health and safety of County residents.

In a public health emergency, the Dakota County Public Health Department is charged with establishing Point of Dispensing (POD) sites where County residents receive medications in response to an outbreak of communicable disease. The PODs were previously referred to as mass dispensing/clinic sites. Establishment of these sites is critical in supplying medications to County residents in the event of a public health emergency.

ISD 200 has space that could be utilized by Public Health to set up a POD in the event of a public health emergency and training events. License agreements are currently in place with Independent School Districts 191, 192, 194 and 197.

Representatives from the school district have agreed to the terms presented and will recommend execution of the license agreement (Attachment A).

RECOMMENDATION

Staff recommends that the Dakota County Board of Commissioners authorize the Community Services Director to execute the license agreement with ISD 200 to license space at a school site for emergency public health activities from the date of execution through December 31, 2024.

EXPLANATION OF FISCAL/FTE IMPACTS

If the license agreement is activated, reimbursement to the school districts for incidentals would come from the existing Public Health Adopted Budget or would be submitted to the Federal Emergency Management Agency if a public health emergency is officially declared.

Supporting Documents:

Attachment A: Independent School District 200, Hastings Licensing Agreement

Previous Board Action(s):

RESOLUTION

WHEREAS, the Dakota County Board of Commissioners, acting as the Dakota County Community Health Board, has responsibility to support efforts to prevent disease and disability, and to promote and protect the health and safety of County residents; and

WHEREAS, in the event of a public health emergency, the Dakota County Public Health Department is responsible for establishing Point of Dispensing (POD) sites where County residents pick up medications; and

WHEREAS, Independent School District 200 (ISD 200) has space that could be utilized by Public Health to set up a POD in the event of a public health emergency and training events; and

WHEREAS, representatives from ISD 200 have agreed to the terms presented and will recommend execution of the new license agreement.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute the license agreement with Independent School District 200 for use of space for public health emergency activities from the date of execution through December 31, 2024, substantially as presented to the Community Service Committee of the Whole on May 12, 2020, subject to approval by the County Attorney's Office as to form.

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

The home and all phone numbers listed in Paragraphs 18 and 19 and Exhibit A are private data on individuals. This data may not be released to any person not employed by Licensor or Licensee except upon advice of counsel.

**LICENSE
COUNTY OF DAKOTA PUBLIC HEALTH DEPARTMENT USE OF
INDEPENDENT SCHOOL DISTRICT 200 SCHOOLS**

This License Agreement is made by and between INDEPENDENT SCHOOL DISTRICT 200, a public body corporate and politic (“Licensor”) and the County of Dakota, a political subdivision of the State of Minnesota in its role as the Dakota County Board of Health (“Licensee”) to allow Licensee to license space at multiple school sites (“Sites”).

RECITALS

- A. Licensor owns Sites within Dakota County; and
- B. Licensee has responsibility to prevent and control communicable diseases and to provide assistance for other types of emergencies in Dakota County, pursuant to Minnesota Statutes Chapter 145A, and wishes to use space in multiple Sites for providing services to the general public or to Licensor’s students and staff for emergencies; and
- C. Licensor has agreed to grant a License to Licensee to use portions of the Sites on an as needed basis, upon the terms and conditions stated herein.

In consideration of the foregoing premises and the covenants herein, Licensor hereby grants a license to Licensee and Licensee accepts such license, subject to the following terms and conditions:

- 1. License Granted. Licensor hereby grants to Licensee the non-exclusive use of portions of various Licensor owned Sites which are currently identified on Exhibit A (“Licensed Space”) subject to the conditions set forth in License:
 - (a) Licensed Space shall be available for scheduled use by Licensee generally during hours and at times they will not interfere with Licensor’s own uses of the Licensed Space or as mutually agreed upon by the parties at the time of need. Such hours shall be determined as part of the request for use of space guidelines referenced in Section 3.
 - (b) Licensee may bring public health materials, equipment, and supplies into the Licensed Space such as medications, vaccine, coolers, alcohol wipes, etc. and other items such as cell phones, radios and computers. Licensee shall be solely responsible for care and maintenance of its materials, equipment, and supplies.
 - (c) Licensee may have use of Licensor furnishings and equipment such as tables, chairs, TVs, copiers or other available school district equipment as mutually agreed upon during the request for use of space referenced in Section 3.
 - (d) Licensee shall have use of the Licensed Space rent-free; however, Licensee shall replace or reimburse Licensor for any of Licensor’s supplies that may be used by the Licensee in the conduct of the Permitted Use activities. Licensee shall also reimburse Licensor for copier

and fax costs and long distance telephone charges that may occur as a result of Permitted Use activities.

- (e) Licensee shall restore the Licensed Space to the condition found prior to use and pay for any damage to Licensor's real or personal property caused as a result of Licensee activities.
 - (f) Licensee shall remove all medical waste and hazardous waste from the Licensed Space after each use. Licensee may use the Licensor's waste receptacles for non-medical waste and non-hazardous waste.
 - (g) The Licensor may elect to document additional expenses incurred by the Licensor associated with Permitted Use activities, such as custodial overtime, and submit a breakdown of those expenses to the Licensee at the conclusion of the Permitted Use. The Licensee shall work with the Licensor to submit those expenses for reimbursement through funding sources, if any, that are made available to offset such costs of the related emergency.
 - (h) Licensor and Licensee may periodically agree to modify the approved sites listed in Exhibit A. Such modifications shall require the approval of the Licensor's authorized representative and the Licensee's authorized representative, and shall be reduced to writing, signed by the parties hereto, and attached as an Exhibit to this License.
 - (i) Licensee shall provide all personnel necessary to carry out the emergency public health activities contemplated by this license agreement, except as provided in Paragraph 5.
2. Permitted Use. Licensee shall use the Licensed Space only for emergency public health activities as determined by the Licensee's Public Health Department in its role of preventing and controlling communicable diseases or assisting in other types of emergencies. Licensee may not commit or permit any act or omission which results in the violation of law or government regulation relating to the Licensor's property. Licensee shall not permit any conduct or condition which may unduly disturb or endanger other occupants of the Site, or interfere with Licensor's use of its facilities.
 3. Request for Use of Licensed Space. Licensee shall complete and deliver the Request Form shown on the attached Exhibit B via courier, email or fax to Licensor's liaison with a copy to the Superintendent for District 200 for use of the Licensed Space, as able, given the circumstances of the event. Licensee shall make telephone contact with Licensor's liaison to give notice that a Request Form is being delivered or sent. Emergency request for use of space after hours, weekends or holidays shall be submitted to Licensor's liaison at the after hours contact number in Paragraph 18 with a concurrent phone call to submit the Request Form.
 4. Review and Approval of Request. Licensor shall review a request made under Paragraph 3 to assure that use of the Licensed Space at the time requested does not interfere with Licensor's legal obligations to meet the needs of the students and communities it serves. After such determination has been made, Licensor will grant permission for use of the Licensed Space, sign the authorization for use on the Request Form and notify Licensee's contact person via telephone followed by a fax or email copy of the approved Request Form – as soon as possible but no later than 24 hours after receipt of the Request Form. If a requested site is not available, the Licensor shall make every effort to offer a suitable alternative site, as mutually agreed upon, for use by the Licensee. Licensor further agrees to provide the names, titles and 24/7 contact information of

Licensors' personnel (3-deep) with the authority to approve emergency requests for use of Licensor's space. The Licensor shall provide the Licensee with 24/7 contact information (phone numbers, faxes, emails, and addresses) for the primary contact and the designated back-ups. Upon activation of this Agreement, the Licensee shall provide Licensee 24/7 contact information (3-deep) to the Licensor on the Request Form (Exhibit B) and during initial phone contact. Both parties agree to update the other as contact information changes.

5. Access and Supervision at Sites. Licensor shall provide Licensee information on procedures for accessing and complying with security and safety at the Sites. Licensee shall not disseminate security and safety information to third parties and shall maintain data provided to it, in a manner consistent with Minnesota Government Data Practices Act. Licensor shall provide personnel to ensure that Licensee's personnel can access the facility and needed space within it, as well as a contract person to whom to refer facility questions or concerns during use of the space. Licensee shall be responsible for supervision of all activities conducted in and around the Licensed Space.
6. Common Area Use. Licensee shall have use and access to stairways, elevators, and corridors necessary for accessing the Licensed Space. Licensee may also have access and use of public rest rooms, sidewalks and parking lots at the Sites.
7. Periodic Access to the Sites. The Licensee may conduct periodic visits to the Licensed Space at times other than the requested times of use, provided that such visits are coordinated with Licensor and that notification is given to the Licensor in advance of such visits.
8. Term. The term of this license shall be for the period commencing upon the date of the signatures of the parties through December 31, 2024, unless terminated earlier by law or according to the provisions herein.
9. Right to Cancel. Licensor and Licensee each shall have the right to terminate this license with no penalty provided written notice is delivered to the other party thirty days prior to the termination date.
10. Option to Renew. Licensee may renew this License for up to two additional five-year terms provided Licensee gives written notice to Licensor at least 90 days before the Term ends.
11. Condition of Licensed Space. Subject to the terms of paragraph 13 of this License, Licensee agrees that by executing this License it is accepting the Licensed Space in its condition "as-is", and that Licensor has made and makes no representation or warranty of any kind about the condition of the Licensed Space or its fitness for any use and that Licensor has no obligation hereunder to make repairs or replacements to the Licensed Space or any part thereof.
12. Alterations by Licensee. Licensee may not make any changes, additions or improvements to the Licensed Space other than temporary movement of existing furnishings, without the prior written consent of Licensor (which may be withheld in Licensor's absolute discretion). Any change, addition or improvement to the Licensed Space approved by Licensor shall be at Licensee's sole cost and expense. Any furnishing temporarily moved by the Licensee shall be restored to their original location(s) at the end of the Licensee's use of the facility. Any addition or improvement to the Licensed Space shall be restored to its original condition at the end of Licensee's use of the facility.

13. Liability and Insurance. Each party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this license agreement, to the extent authorized by law and shall not be responsible for the acts or omissions of the other party and the results thereof. The liability of each party shall be governed by the applicable provisions of Minn. Stat. Ch. 466 and other applicable state and federal law.

Licensor and Licensee warrant that they are able to comply with the foregoing requirements through insurance or a self-insurance program. Licensee accepts responsibility for insuring its personal property or equipment used in the performance of this License.

14. Revocation. Licensee acknowledges that this instrument is a license and not a lease, and that due to the nature of the Licensed Space and Licensee's Permitted Use therein, Licensor grants rights to Licensee under this License specifically and only on the basis that Licensor is entitled to terminate this License and revoke Licensee's right to use the Licensed Space under Section 10 without legal process and without reinstatement rights and/or time periods.
15. No Ouster. Use of the Licensed Space by Licensor or its employees, or any other party at the direction of the Licensor, will not be construed as altering or diminishing Licensee's rights or obligations under this license.
16. Surrender. Prior to the expiration or termination of the license, Licensee must remove its personal property and repair any damage caused by such removal. Licensee must leave the Licensed Space in substantially the same condition in which Licensee is required to maintain the Licensed Space, excepting only reasonable wear and tear.
17. Notices. Any and all notices permitted or required to be given in writing by either party to the other must be sent by hand delivery, overnight mail, certified or registered mail, postage prepaid to the address of the parties set forth below. Such notice will be effective two (2) days after deposit in the United States mail.

To Licensor: Dr. Jeff Pesta or successor
 Superintendent
 Independent School District 200
 1000 West 11th Street
 Hastings, Minnesota 55033
 Telephone: W-651-480-7001

To Licensee: Matt Smith or successor
 Dakota County Manager
 1590 Highway 55
 Hastings, MN 55033
 Telephone: W-651-438-4590

18. Liaisons. To assist the Licensor and Licensee in the day-to-day exercise of the license, one or more liaisons shall be designated by the Licensor and Licensee. Licensor and Licensee agree to keep each other continually informed of the identity of their respective liaisons. At the time of the execution of this License, the following persons are the designated liaisons:

Licensors_Liaison: Cameron Peterson, Building and Grounds Director
Email: cpeterson@hastings.k12.mn.us
Phone Number: 641-590-6408 (cell)
24/7 Phone:

Licensors_Liaison: Kari Gorr, Community Education
Email: kgorr@hastings.k12.mn.us
Phone: 651-480-7672
24/7 Phone: 507-581-6945

19. Minnesota Law. This License will be construed and enforced in accordance with the laws of the State of Minnesota.

This License shall be effective and operative after the fixing of the signatures for the County of Dakota and Independent School District 200.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

INDEPENDENT SCHOOL DISTRICT 200

COUNTY OF DAKOTA

By _____
Title _____
Date of Signature _____

By _____
Title _____
Date of Signature _____

Approved as to form:

/s/ Suzanne W. Schrader/4-10-20
Assistant County Attorney/Date
File: KS-20-172

EXHIBIT A
Licensed Space

Site name	Site Address	Primary or Back-up Site	Contact Person
Hastings High School	200 General Sieben Dr. Hastings MN 55033	Primary	<p>Dr. Jeff Pesta jpesta@hastings.k12.mn.us 651-480-7001 w 612-282-3700 m</p> <p>Cameron Peterson cpeterson@hastings.k12.mn.us 590-6408 m</p> <p>Kari Gorr kgorr@hastings.k12.mn.us 651-480-7672 w 507-571-6945 m</p>

Exhibit B
 ISD 200 Public Schools License Agreement
 Dakota County Public Health Department
EMERGENCY REQUEST FORM

RESPONSE NEEDED BY: Date: _____ Time: _____

BUILDING NEEDED BY: Date: _____ Time: _____

SITE (S) REQUESTED			
√	1. Site	2. Date (s) & Hours of use	3. Space requested including exterior doors

4. Additional details of the request: (See also attached documents for floor plan and resource request details)

a. Space and room requests – details:

b. Equipment, supplies, and materials requests:

c. Other requests:

5. Describe Emergency Use Purpose:

6. REQUEST SENT from Dakota County Public Health Department

Name:	Authorized Signature	
Title:	Date:	Time:

Phone 1:	Phone 2:	Fax:	Email:
Comments:			

Send to: ISD ___ School Contact:		TO ASSURE TIMELY RESPONSE Copy to:	
Name, Title		Name, Title	
Department		Department	
Address		Address	
Phone:	Fax:	Phone:	Fax:
Email:		Email:	

7. APPROVAL from ISD 200			
Verbal Approval Given to Licensee Representative:		<input type="radio"/> Yes <input type="radio"/> No	Date: _____ Time: _____
Name		Approval Signature	
Title		Date	Time
Phone 1	Phone 2	FAX	Email
Comments:			

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Authorization To Amend Contract With The Salvation Army To Add Funds And Extend End Date

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input checked="" type="checkbox"/> Current budget <input checked="" type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Kastler, Madeline	

PURPOSE/ACTION REQUESTED

Authorize amendment to the contract with The Salvation Army for emergency hotel sheltering to add additional funds and to extend the end date.

SUMMARY

The Center for Disease Control and Prevention (CDC) continues to recommend that people socially distance from one another in order to reduce and prevent the spread of COVID-19, and the homeless population is among one of the most vulnerable populations in the current pandemic. On October 28, 2019, staff issued a Request for Proposal (RFP) for Emergency Shelter Funding, and there were three respondents. A review committee comprised of Dakota County staff recommended The Salvation Army for funding. See Attachment A, Solicitation Summary.

By Resolution No. 19-850 (November 26, 2019), the County Board of Commissioners authorized the Community Services Director to execute a contract with The Salvation Army for emergency shelter services through the Minnesota Department of Human Services Emergency Shelter Grant in an amount not to exceed \$200,000 for the period of December 1, 2019 through April 30, 2020. The Salvation Army has proven they are capable and have experienced positive results in their hotel sheltering thus far, housing eleven people in hotels and spending \$45,127.52 through the end of the first quarter of 2020. The additional funding of \$47,128 and extension of the contract term will allow The Salvation Army to continue housing people through the end of December.

By Resolution No. 20-186 (April 7, 2020), the County Board of Commissioners authorized the Community Services Director to amend a contract with Matrix Housing Services to house 42 people experiencing homelessness in hotels in an amount not to exceed \$639,000 from the date of execution through December 31, 2020. The contracts with Matrix Housing Services and The Salvation Army allow Dakota County to continue to keep people experiencing homelessness safe in hotels and socially distant from one another for the remainder of this year.

OUTCOMES

The key measures The Salvation Army will continue to be evaluated on are the following:

- Number of clients served (how much)
 - Number of referrals
 - Number of unduplicated clients
 - Basic demographics of family members (age, race, family status)
 - Number employed
 - Other information as determined by contractor and/or County Staff
- Process measures (how well)
 - 100 percent of individuals are kept safe, have their basic needs met and are connected to appropriate services
 - 90 percent of individuals complete the housing assessment, for those staying longer than one week
- Outcomes (is anyone better off)
 - Number and percent of individuals exiting to permanent housing

RECOMMENDATION

Staff recommends executing a contract amendment with The Salvation Army for a total not to exceed contract amount of \$247,128 and extending the contract term through December 31, 2020.

EXPLANATION OF FISCAL/FTE IMPACTS

There is a \$0 net County cost anticipated as a result of this action. Grant funds are included in the 2020 Social Services Adopted Budget. The existing contract contains 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.

Supporting Documents:
Attachment A: Solicitation Summary

Previous Board Action(s):
19-850; 11/26/19
20-186; 4/7/20

RESOLUTION

WHEREAS, the Center for Disease Control and Prevention (CDC) continues to recommend that people socially distance from one another in order to reduce and prevent the spread of COVID-19, and the homeless population is among one of the most vulnerable populations in the current pandemic; and

WHEREAS, on October 28, 2019, staff issued a Request for Proposal (RFP) for Emergency Shelter Funding, and there were three respondents, with a review committee comprised of Dakota County staff recommending The Salvation Army for funding; and

WHEREAS, by Resolution No. 19-850 (November 26, 2019), the County Board of Commissioners authorized the Community Services Director to execute a contract with The Salvation Army for emergency shelter services through the Minnesota Department of Human Services Emergency Shelter Grant in an amount not to exceed \$200,000 for the period of December 1, 2019 through April 30, 2020; and

WHEREAS, The Salvation Army has proven they are capable and have experienced positive results in their hotel sheltering thus far, housing eleven people in hotels and spending \$45,127.52 through the end of the first quarter of 2020; and

WHEREAS, the additional funding of \$47,128 and extension of the contract term will allow The Salvation Army to continue housing people through the end of December; and

WHEREAS, by Resolution No. 20-186 (April 7, 2020), the County Board of Commissioners authorized the Community Services Director to amend a contract with Matrix Housing Services to house 42 people experiencing homelessness in hotels in an amount not to exceed \$639,000 from the date of execution through December 31, 2020; and

WHEREAS, the contracts with Matrix Housing Services and The Salvation Army allow Dakota County to continue to keep people experiencing homelessness safe in hotels and socially distant from one another for the remainder of this year; and

WHEREAS, staff recommends executing a contract amendment with The Salvation Army for a total not to exceed contract amount of \$247,128 and extending the contract term through December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to amend the contract with The Salvation Army to add an additional \$47,128 in grant funding for a total not to exceed contract amount of \$247,128, and to extend the contract term through December 31, 2020, 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, consistent with the amount budgeted, to alter the number and types of clients served, types of services provided, contract amount and the contract term, consistent with County contracting policies, subject to the approval of 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.

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

Emergency Hotel Sheltering and Services RFP**RFP Release Date:** 10/28/19**Question and Answer:** 11/4/19**Proposals Due:** 11/12/19**Advertised/Posted:** DC Works, Emailed housing mail list**Services Description:** To provide temporary emergency shelter and services to adults with a disability using hotels. There are \$200,000 in funds available for **the period of 11/26/2019 through 4/30/2020.****Primary Deliverables:**

To provide temporary emergency shelter and services to adults with a disability using hotels.

Public Engagement:**Schedule:** Start contract 12/1/2019, goes through 4/30/2020**Solicitation Selection Criteria:**Services:

- Organization's name, address, phone number, and name and e-mail of contract person
- Describe why your organization is applying for the these services. Please include information about your agency qualifications and experience that supports the scope of work, including:
 - Brief background on ability and experience providing shelter services to adults ages 18+ with disabilities who are experiencing homelessness
 - Brief background on ability and experience providing support services to same population.
 - Experience in compliance with local, state and federal housing and service programs
 - Experience with and willingness to use the Homelessness Management Information System (HMIS)
 - Organizational and housing services philosophies
 - Ability to meet diverse needs of clients (culture, service needs, etc)
 - Process to respond to complaints or issues related to culture, race, treatment or service
 - Description of service proposal for emergency shelter and services using hotels, including:
 - § Description of outreach and/or referral process
 - § Description of eligibility criteria, e.g. homeless requirement
 - § Description of shelter and support services
 - § Proposed number of people served
 - Description of how you will coordinate with existing emergency shelter resources, e.g. Matrix shelter.
 - Proposed budget, to include costs for hotel, transportation, food and staffing costs.

- Staff capacity, or ability to secure staff, to provide services on December 1, 2019, or within the timeframe negotiated with the County.

Proposals Received: The Salvation Army, Matrix Housing Services, Ally Supportive Services

Solicitation Review Team Makeup: Four Dakota County Social Services employees; Madeline Kastler, Kristin Bates, Steve Thronson, Rebecca Bowers

Date of Review: 11/14/2019

Evaluation Results: The Salvation Army: 334, Matrix Housing Services: 317, Ally Supportive Services: 272

Ranking of vendors:

1. The Salvation Army
2. Matrix Housing Services
3. Ally Supportive Services

Rationale of Selected Vendor: The Salvation Army presented a well thought out and complete proposal that adequately addressed the needs and issues we presented. They come into this contract with experience providing these services in other states as well as other parts of Minnesota. The work they have done in Dakota County previously as well as their experience gives us confidence that they will exceed in the expectations that we have laid out for them.

Contract Recommendations: Staff recommends full funding of the services contract.

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Authorization To Execute 2020 Federal Transit Administration Annual List Of Certifications And Assurances

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Consent-Action	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Kastler, Madeline	

PURPOSE/ACTION REQUESTED

Authorize execution of 2020 Federal Transit Administration (FTA) Annual List of Certifications and Assurances.

SUMMARY

By Resolution No. 19-614 (July 23, 2019), the Dakota County Board of Commissioners authorized the County Manager to execute a Section 5310 Elderly and Disabled Assistance grant with the Minnesota Department of Transportation to improve access to transportation service and public transportation alternatives to seniors, persons with disabilities and individuals who are system involved and transportation dependent. Before the FTA may award federal assistance for public transportation in the form of a federal grant, cooperative agreement, loan, line of credit, or loan guarantee, certain pre-award Certifications and Assurances are required.

By Resolution No. 19-530 (May 21, 2019), the Dakota County Board of Commissioners authorized the Community Services Director to execute the 2019 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements in connection with federally funded projects and grants. The Certifications and Assurances are required annually, encompassing a wide range of funding programs overseen by the FTA.

All categories have been reviewed by staff in the Dakota County Attorney's Office and the Community Services Division Contracts Unit. Staff has determined that Dakota County complies with the applicable terms set forth in the 2020 FTA Certifications and Assurances as highlighted in Attachment A. Attachment B, 2020 FTA Summary of Changes, reflects the changes between the 2019 FTA Certifications and Assurances and the 2020 FTA Certifications and Assurances.

RECOMMENDATION

Staff recommends authorization to execute the 2020 FTA Annual List of Certifications and Assurances.

EXPLANATION OF FISCAL/FTE IMPACTS

There is a \$0 net County cost as a result of this action. Reviewing and signing off on these Certifications and Assurances is a recurring requirement in order for Dakota County to receive 5310 grant funds.

Supporting Documents:

Attachment A: 2020 Federal Transit Administration Annual List of Certifications and Assurances
Attachment B: 2020 FTA Summary of Changes

Previous Board Action(s):

19-614; 7/23/19
19-530; 5/21/19

RESOLUTION

WHEREAS, by Resolution 19-614 (July 23, 2019), the Dakota County Board of Commissioners authorized the County Manager to execute a Section 5310 Elderly and Disabled Assistance grant with the Minnesota Department of Transportation to improve access to transportation service and public transportation alternatives to seniors, persons with disabilities, and individuals who are system involved and transportation dependent; and

WHEREAS, before the Federal Transit Administration (FTA) may award federal assistance for public transportation in the form of a federal grant, cooperative agreement, loan, line of credit, or loan guarantee, certain pre-award Certifications and Assurances are required; and

WHEREAS, by Resolution No. 19-530 (May 21, 2019), the Dakota County Board of Commissioners authorized the Community Services Director to execute the 2019 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements in connection with federally funded projects and grants; and

WHEREAS, these Certifications and Assurances are required annually and encompass a wide range of funding programs overseen by the FTA; and

WHEREAS, all categories have been reviewed by staff in the Dakota County Attorney's Office and the Community Services Division Contracts Unit; and

WHEREAS, it has been determined as a result of that review that Dakota County complies with the applicable terms set forth in the Certifications and Assurances; and

WHEREAS, staff recommends authorization to execute the 2020 FTA Annual List of Certifications and Assurances.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute the 2020 Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements in connection with federally funded projects and grants, upon the advice of the Community Services Director and the County Attorney, subject to approval by the County Attorney's Office as to form.

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

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision. Refer to FTA's accompanying Instructions document for more information.

Text in italics is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 C.F.R. Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 C.F.R. Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 C.F.R. Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 C.F.R. Part 24.

- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded

- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 C.F.R. Part 200, Subpart F, “Audit Requirements”, as adopted and implemented by U.S. DOT at 2 C.F.R. Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a sub-recipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget’s standard form 424D “Assurances—Construction Programs” and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement.

The Uniform Administrative Requirements, 2 C.F.R. 200.324, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 C.F.R. Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 C.F.R. Part 200, particularly 2 C.F.R. §§ 200.317–200.326 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 C.F.R. Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 C.F.R. § 180.300. Additionally, each applicant must disclose any information required by 2 C.F.R. § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

The applicant certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), beginning on and after August 13, 2020, it will not use assistance awarded by FTA to procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain “covered telecommunications equipment or services” (as that term is defined in Section 889 of the Act) if such equipment or services will be used as a substantial or essential component of any system or as critical technology as part of any system.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

Beginning on July 20, 2020, this certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA’s state safety oversight programs, and each State that is required to draft and certify a public transportation agency safety plan on behalf of a small public transportation provider pursuant to 49 C.F.R. § 673.11(d). This certification is required by 49 C.F.R. § 673.13.

This certification does not apply to any applicant that receives financial assistance from FTA exclusively under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs.

An applicant may make this certification only after fulfilling its safety planning requirements under 49 C.F.R. Part 673. If an applicant is making its fiscal year 2020 certifications prior to completing its requirements under 49 C.F.R. Part 673, it will make all other applicable certifications except this certification; the applicant may add this certification after it has fulfilled its requirements under 49 C.F.R. Part 673. FTA’s regional offices and headquarters Office of Transit Safety and Oversight will provide support for incorporating this certification in 2020.

On and after July 20, 2020, FTA will not process an application from an applicant required to make this certification unless the applicant has made this certification.

If the applicant is an operator, the applicant certifies that it has established a public transportation agency safety plan meeting the requirements of 49 C.F.R. Part 673.

If the applicant is a State, the applicant certifies that:

- (a) It has drafted a public transportation agency safety plan for each small public transportation provider within the State, unless the small public transportation provider provided notification to the State that it was opting-out of the State-drafted plan and drafting its own public transportation agency safety plan; and
- (b) Each small public transportation provider within the state has a public transportation agency safety plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 C.F.R. § 673.5) and Board of Directors or Equivalent Authority (as that term is defined at 49 C.F.R. § 673.5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2020, Pub. L. 116-93, div. C, title VII, §§ 744–745. U.S. DOT Order 4200.6 defines a “corporation” as “any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association”, and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following

certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 C.F.R. § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 C.F.R. Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and

submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 C.F.R. § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 C.F.R. Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 C.F.R. § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 C.F.R. § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
- (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).

- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 C.F.R. § 605.11, the applicant agrees as follows:
- (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 C.F.R. Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.

7.1. Rolling Stock Buy America Reviews.

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 C.F.R. § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 C.F.R. Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 C.F.R. Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 C.F.R. § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 C.F.R. Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;
- (c) Will maintain equipment and facilities in accordance with the applicant’s transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);

- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
 - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and

- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant, regardless of whether it is in an urbanized or rural area, will apply for an award under subsection (c) (low or no emission vehicle grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(c)(3).

Making this certification will incorporate by reference the applicable certifications in Category 7 or Category 8.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 7, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 7 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 7, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and

- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, this certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4).

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 C.F.R. Part 625.

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 7 for the Urbanized Area Formula Grants Program, Category 9 for the Fixed Guideway Capital Investment Grants program, and Category 12 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 7, 9, and 12 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 C.F.R. § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 C.F.R. Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 C.F.R. §§ 659.43, 672.31, and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 C.F.R. part 659, “Rail Fixed Guideway Systems; State Safety Oversight”;
- (b) Compliant with the requirements of 49 C.F.R. part 672, “Public Transportation Safety Certification Training Program”; and
- (c) Compliant with the requirements of 49 C.F.R. part 674, “State Safety Oversight”.

CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 C.F.R. Part 37, it must make the following certification. This certification is required by 49 C.F.R. § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the

Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 19. CONSTRUCTION HIRING PREFERENCES.

If the applicant will ask FTA to approve the use of geographic, economic, or any other hiring preference not otherwise authorized by law on any contract or construction project to be assisted with an award from FTA, it must make the following certification. This certification is required by the Further Consolidated Appropriations Act, 2020, Pub. L. 116-94, div. H, title I, § 191.

The applicant certifies the following:

- (a) That except with respect to apprentices or trainees, a pool of readily available but unemployed individuals possessing the knowledge, skill, and ability to perform the work that the contract requires resides in the jurisdiction;
- (b) That the grant recipient will include appropriate provisions in its bid document ensuring that the contractor does not displace any of its existing employees in order to satisfy such hiring preference; and
- (c) That any increase in the cost of labor, training, or delays resulting from the use of such hiring preference does not delay or displace any transportation project in the applicable Statewide Transportation Improvement Program or Transportation Improvement Program.

CATEGORY 20. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v), a new subsection added by the National Defense Authorization Act for Fiscal Year 2020, Pub. L. 116-92, § 7613 (Dec. 20, 2019). For information about standards or practices that may apply to a rail fixed guideway

Certifications and Assurances

public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

FEDERAL FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: _____

The Applicant certifies to the applicable provisions of categories 01–20. _____

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature _____ Date: _____

Name _____ Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): _____

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature _____ Date: _____

Name _____ Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Certifications & Assurances

Fiscal Year 2020

For Federal fiscal year 2020, FTA made the following changes to the annual Certifications and Assurances. This document is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

New cybersecurity certification for rail transit operators

The National Defense Authorization Act for fiscal Year 2020, Pub. L. 116-92, § 7613 (Dec. 20, 2019), added a new subsection (v) to 49 U.S.C. § 5323. Section 5323(v) requires each operator of a rail fixed guideway system, as a condition of receiving financial assistance, to certify that it has “established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks” that includes consideration for third-party testing and use of approaches, standards, and best practices developed by the National Institute of Standards and Technology (NIST) and the U.S. Department of Homeland Security (DHS).

For information regarding NIST and DHS standards and practices, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

New public transportation agency safety plan certification

FTA’s public transportation agency safety plans (PTASP) rule, 49 C.F.R. Part 673, provides rail operators and States that are required to draft and certify a public transportation agency safety plan on behalf of a small public transportation provider until July 20, 2020, to certify that they have established safety plans that comply with the rule. The rule also requires affected transit providers and States to certify annually that they are in compliance with the rule, beginning in 2021. In 2020, an affected applicant may make the PTASP certification at any time after, but not before, it has completed its requirements under the PTASP rule. After July 20, 2020, FTA will not process an application from an entity that is required to make the PTASP certification and has not done so.

If an applicant is making its fiscal year 2020 certifications prior to completing PTASP requirements, it may make all other applicable certifications except the PTASP certification, and may add the PTASP certification after completing its PTASP requirements. FTA’s regional offices and headquarters Office of Transit Safety and Oversight will provide support for incorporating this certification in 2020.

New certification regarding restricted telecommunications and video surveillance equipment and services

The John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232, § 889 (Aug. 13, 2018), prohibits FTA from obligating or expending grant funds to acquire “covered telecommunications equipment or services” after August 13, 2020. The covered equipment and services are those provided by certain companies based in the People’s Republic of China. For fiscal year 2020, FTA is requiring applicants to certify that they will not use Federal funds to acquire the restricted equipment or services after the effective date.

Additional changes

- Added a reminder at the top of the Certifications that FTA will not enforce a certification if it does not apply to a particular grant recipient or project. In fiscal year 2019, some grant recipients expressed concern that they would be held to standards they are not subject to.
- Revised the instructions accompanying Certification 3, Tax Liability and Felony Convictions. In fiscal year 2019, FTA’s instructions for this certification were unclear, leading some applicants to question whether they had to make the certification.
- Revised the language of the Certification 5, Transit Asset Management Plan, to reflect that the deadline to create a transit asset management plan has passed, and all applicants now must be in compliance with 49 C.F.R. Part 625.
- Updated references and citations as appropriate.

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE**Authorization To Execute Contracts With Hearth Connection For Rental Assistance Administration**

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input checked="" type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Kastler, Madeline	

PURPOSE/ACTION REQUESTED

Authorize execution of contracts with Hearth Connection for rental assistance administration.

SUMMARY

Dakota County issued a Request for Proposals (RFP) for rental assistance administration services on July 2, 2018, with proposals due on July 26, 2018, to secure a vendor to provide rental assistance administration program services on behalf of Dakota County Social Services. One proposal was received. A committee consisting of staff from Dakota County Social Services and the Dakota County Community Development Agency (CDA) reviewed the proposal on July 30, 2018, using a pre-determined scoring tool, and recommended Hearth Connection. See Attachment A, Solicitation Summary. By Resolution No. 18-425 (August 21, 2018), the Board authorized the Community Services Director to contract with Hearth Connection for rental assistance administration. By Resolution No. 19-850 (November 26, 2019), the Dakota County Board of Commissioners authorized the Community Services Director to execute a renewal contract with Hearth Connection to provide rental assistance.

Rental Assistance resources included in the RFP are U.S. Department of Housing and Urban Development (HUD) Continuum of Care Rapid Re-Housing (CoC RRH) and HUD Emergency Solutions Grant Rapid Re-Housing (ESG RRH). Dakota County is the grant recipient for the CoC RRH program and the administrator on behalf of the CDA for the ESG RRH program. These relationships will remain in place with the selection of a Rental Assistance Administrator.

The HUD CoC RRH funds are secured annually through a competitive grant process. The grant year runs from June 1 through May 31 of each year and is anticipated to renew. This grant serves 48 family households at a time. Total rental assistance, application fee, security deposit and administration funds currently available are \$649,338 for the grant year. Funds must be spent within each grant period.

The HUD ESG RRH funds are secured annually through a formula allocation. The grant year runs from July 1 through June 30 of each year and is anticipated to renew. This grant serves approximately 20 households (singles and families) at a time. Total rental assistance, application fee, security deposit and administrative funds available are \$165,000 for the grant year. Funds must be spent within 18 months of the beginning of the grant period.

Rental assistance administration includes: management of RRH rental assistance budgets and rent payments to landlords, management of program participant file and documentation requirements per program regulations, connection of participants to required case management services, and provision of all data entry.

OUTCOMES

See Attachment B

RECOMMENDATION

Staff recommends authorization to execute a contract with Hearth Connection for HUD CoC rental assistance administration services in a not-to-exceed amount of \$649,338 for the period of June 1, 2020 to May 31, 2021, and authorization to execute a contract with Hearth Connection for HUD ESG rental assistance administration services in a not-to-exceed amount of \$165,000 for the period of July 1, 2020 to June 30, 2021.

EXPLANATION OF FISCAL/FTE IMPACTS

There is a \$0 net County cost anticipated as a result of this action. Funding for this contract is included in the 2020 Social Services Adopted Budget. The contract will contain a provision that allows the County to terminate the contract immediately 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.

Supporting Documents:
 Attachment A: Solicitation Summary
 Attachment B: Outcomes

Previous Board Action(s):
 18-425; 8/21/18
 19-850; 11/26/19

RESOLUTION

WHEREAS, Dakota County issued a Request for Proposals (RFP) for rental assistance administration services on July 2, 2018, to secure a vendor to provide rental assistance administration program services on behalf of Dakota County Social Services, Housing Section, and Hearth Connection was selected as the provider for this service; and

WHEREAS, by Resolution No. 18-425 (August 21, 2018), the Board authorized the Community Services Director to contract with Hearth Connection for rental assistance administration and by Resolution No. 19-850 (November 26, 2019), the Dakota County Board of Commissioners authorized the Community Services Director to execute a renewal contract with Hearth Connection to provide rental assistance; and

WHEREAS, rental assistance resources included in the RFP are U.S. Department of Housing and Urban Development (HUD) Continuum of Care Rapid Re-Housing (CoC RRH) and HUD Emergency Solutions Grant Rapid Re-Housing (ESG RRH); and

WHEREAS, the HUD CoC RRH funds are secured annually through a competitive grant process and the grant year runs from June 1 through May 31 of each year and is anticipated to renew, and total rental assistance, application fee, security deposit and administration funds currently available are \$649,338 for the grant year; and

WHEREAS, the HUD ESG RRH funds are secured annually through a formula allocation and the grant year runs from July 1 through June 30 of each year and is anticipated to renew, and total rental assistance, application fee, security deposit and administrative funds available are \$165,000 for the grant year; and

WHEREAS, rental assistance administration includes: management of RRH rental assistance budgets and rent payments to landlords, management of program participant file and documentation requirements per program regulations, connection of participants to required case management services, and provision of all data entry.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Hearth Connection for HUD CoC rental assistance administration services in a not-to-exceed amount of \$649,338 for the period of June 1, 2020 through May 31, 2021; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Hearth Connection for HUD ESG rental assistance administration services in a not-to-exceed amount of \$165,000 for the period of July 1, 2020 through June 30, 2021; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contracts, within the amount budgeted, to alter the number and types of clients served, types of services provided, service expectations and rates, and the contract term, consistent with County contracting policies, subject to the approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the 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.

<p>County Manager's Comments:</p> <p><input checked="" type="checkbox"/> Recommend Action</p> <p><input type="checkbox"/> Do Not Recommend Action</p> <p><input type="checkbox"/> Reviewed---No Recommendation</p> <p><input type="checkbox"/> Reviewed---Information Only</p> <p><input type="checkbox"/> Submitted at Commissioner Request</p>  <p>_____ County Manager</p>	<p>Reviewed by (if required):</p> <p><input checked="" type="checkbox"/> County Attorney's Office</p> <p><input checked="" type="checkbox"/> Financial Services</p> <p><input checked="" type="checkbox"/> Risk Management</p> <p><input type="checkbox"/> Employee Relations</p> <p><input type="checkbox"/> Information Technology</p> <p><input type="checkbox"/> Facilities Management</p>
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Solicitation Summary**Number of Proposals Received:** One**Review Team Agencies:** Dakota County Social Services Staff, Dakota County Community Development Agency**Services Description:**

To secure a vendor to provide Rental Assistance Administration Services on behalf of Dakota County Social Services, Housing Section. Rental Assistance resources include (but are not limited to) U.S. Department of Housing and Urban Development (HUD), Continuum of Care Rapid Re-Housing (CoC RRH), and HUD Emergency Solutions Grant Rapid Re-Housing (ESG RRH). Other funds may be included at a later date. Dakota County is the grant recipient for the CoC RRH program, and the administrator on behalf of the Dakota County Community Development Agency (CDA) for the ESG RRH program. These relationships will remain in place with the selection of a Rental Assistance Administrator.

Primary Deliverables:

- Management of RRH rental assistance budgets
- Management of rent payments to landlords
- Liaison with landlords and case managers
- Requests for and management of referrals from Suburban Metro Area Continuum of Care Coordinated Entry
- Management of program participant file and documentation requirements, per program regulations
- Connection of participants to required case management (Housing Search and Housing Stability) services
- Provision of all data entry as required into the Homelessness Management Information System (HMIS)

Solicitation Selection Criteria:**Eligibility and Priority**

1. Vendor has demonstrated experience managing federal rental assistance programs)
2. Continuum of Care grant experience
3. Access to support services

Planning and Implementation Approach

1. Description of how agency provides rental assistance services currently.
2. Description of how agency proposes to provide rental assistance services with the funds available through this RFP, noting specifically the approach with RRH programs.
3. Description of internal training of rental assistance staff. Explanation of how organization ensures continuity in grant administration and handles staff turnover to prevent gaps in performance of administrative responsibilities.
4. Listing of all other rental assistance programs that agency administers, including the length of time agency has administered each program and the number of households served in each program.

5. Description of how agency will coordinate with support services to ensure program requirements are met.
6. Description of how agency monitors internal performance of rental assistance programs to ensure quality.
7. Description of successes and challenges agency have experienced in existing rental assistance programs
8. Description of how organization promotes choice for rental assistance participants.
9. Description of how organization works with people that have a variety of backgrounds, experiences and cultures.
10. Description of capacity to transition rental assistance administration to agency by September 1, 2018.

Budget

1. Is the rental assistance budget for CoC RRH sufficient to serve 48 households at a given time?
2. Are all CoC RRH budget items appropriate and allowable (including admin budget)?
3. Is the rental assistance budget for ESG RRH sufficient to serve 48 households at a given time?
4. Are all ESG RRH budget items appropriate and allowable (including admin budget)?

Evaluation Results: Unanimously recommend Hearth Connection

Rationale of Recommended Vendor:

- Experienced Provider
- Proven ability to provide these services in the Twin Cities Metro
- Amazing application highlighting their experience, expertise, and ability to meet the desired deliverables

OUTCOMES

U.S. Department of Housing and Urban Development Continuum of Care Rapid Re-Housing Program (HUD CoC)

Year-to-Date Outcomes June 1, 2019-April 24, 2020

How Much?	YTD Outcomes	Goal
<i>Number of households served</i>	<i>67 families</i>	<i>48 families</i>
How Well?		
<i>Earned income</i>	<i>16% increased earned income</i>	<i>40%</i>
<i>Total income</i>	<i>52% increased total income</i>	<i>60%</i>
Better Off?		
	<i>73% exit to permanent housing destination</i>	<i>80%</i>

U.S. Department of Housing and Urban Development Emergency Solutions Grant Rapid Re-Housing Program (HUD ESG)

Year-to-Date Outcomes July 1, 2019-April 24, 2020

How Much?	YTD Outcomes	Goal
<i>Number of households served</i>	<i>30 households: 14 singles 16 families</i>	<i>20 households</i>
How Well?		
<i>Earned income</i>	<i>22% have earned income</i>	<i>40%</i>
<i>Total income</i>	<i>77% have total income</i>	<i>60%</i>
Better Off?		
	<i>86% exit to permanent housing destination</i>	<i>80%</i>

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Proclamation Of May As Mental Health Month

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Consent-Action	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Schug, Emily	

PURPOSE/ACTION REQUESTED

Proclaim May as Mental Health Month in Dakota County.

SUMMARY

May is National Mental Health Month. In Dakota County and across the state, mental health emerges as a high priority as a community health need. Dakota County's most recent (2018) Community Health Assessment prioritized adult and adolescent mental health as a top concern. According to the national organization, Mental Health America, one in five American adults will have a diagnosable mental illness in a given year, and 50 percent of Americans will meet the criteria for a diagnosable mental illness sometime in their life. One half of those with chronic mental illness will develop a mental illness by the age of fourteen.

Mental health is an important determinant of overall health and well-being, and individuals, families and communities can create mental health well-being through developing community and cultural resources, skills and meaningful relationships. This is especially important now and, in the days and months ahead as our residents experience the life-changing impacts of the COVID-19 crisis.

There are actions that people can take to promote positive mental health, including accessing effective programs and services. Mental health consistently emerges as a high priority in community health needs assessments. Mental health services that are delivered as part of an integrated service delivery model that addresses health and social services needs will reduce adverse health outcomes, facilitate quality care, and result in long-term costs savings. Dakota County has a network of mental health services and initiatives that provide mental health services and promote mental health awareness and education. As part of COVID-19 planning efforts, Dakota County has developed a specific behavioral health response plan that is focused on coordinated public messaging (social media, postcards, fliers, presentations); making available easy-to-access information and resources on the County's public website; expanding the COVID-19 Hotline marketing and staffing to address mental health; maintaining the County's contracted mental health services; and, scaling up to address unmet needs.

Mental health promotion activities and materials already planned for May 2020 will be incorporated into the COVID-19 behavioral health response. Dakota County staff, in partnership with other local government agencies and community partners, are committed, each day and during this COVID-19 period, to building public awareness and addressing stigma as important steps in supporting people to access support and treatment.

Members of Dakota County's Local Advisory Committees (LACs) for Mental Health typically present their annual reports at the May Community Services Committee of the Whole meeting. Dakota County's LACs play a legislatively-mandated role in identifying unmet needs and gaps in the local mental health system. The LACs are comprised of system stakeholders, including people with lived experience with mental illness and their family members. Due to the COVID-19 crisis, our LACs will submit their reports to County staff who will incorporate their feedback into annual planning processes.

RECOMMENDATION

Staff recommends that the Dakota County Board of Commissioners proclaim May as Mental Health Month in Dakota County, and supports efforts to promote mental health awareness, evidence-based training, education, and access to services and supports to serve the mental health needs of the citizens of Dakota County, including implementation of a community-based behavioral health response to COVID-19 as part of the County's Emergency Operations plan.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Previous Board Action(s):
19-533, 05/21/19

RESOLUTION

WHEREAS, May is National Mental Health Month; and

WHEREAS, mental health and well-being are important for people across Dakota County; and

WHEREAS, mental health is an important determinant of overall health and well-being; and

WHEREAS, there are practical tools that all people can use to improve their mental health and increase resiliency; and

WHEREAS, mental health consistently emerges as a top priority in community health needs assessments; and

WHEREAS, prevention is an effective strategy to reduce the burden of mental health conditions; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, Dakota County has a network of mental health services and initiatives that provide mental health services and promote mental health awareness and education; and

WHEREAS, Dakota County staff, in partnership with other key organizations, is committed to building public awareness and addressing stigma as important steps in supporting people to access treatment and support; and

WHEREAS, promoting mental health and awareness of resources and support is especially important during the COVID-19 period; and

WHEREAS, staff recommends the Dakota County Board of Commissioners proclaim May as Mental Health Month.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby proclaims May 2020 as Mental Health Month in Dakota County, and supports efforts to promote mental health awareness, training, education, and access to information, services, and supports to serve the mental health needs of the citizens of Dakota County.

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 COMMUNITY SERVICES COMMITTEE

Update On Monitoring Of Coronavirus Outbreak And Emergency Operations Center Activities

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Regular-Information	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Public Health	<input type="checkbox"/> New FTE(s) requested
Contact: Brueshoff, Bonnie	Board Goal: A great place to live
Contact Phone: (651) 554-6103	Public Engagement Level: N/A
Prepared by: Brueshoff, Bonnie	

PURPOSE/ACTION REQUESTED

Receive an update on the Public Health Department's response to the novel coronavirus (COVID-19) and the Emergency Operations Center (EOC) activities.

SUMMARY

Staff from the County's Public Health Department and Social Services Department will provide an update at the meeting.

Dakota County is working with local, state and federal health officials in response to the 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. Since March 24, 2020, the Public Health Department has activated a COVID-19 hotline for County residents to call with questions and concerns.

Healthcare 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 Emergency Operations Plan (EOP) and staff assigned to the Emergency Operations Center (EOC) are meeting virtually on a regular basis. The primary mission of the EOC has been to support Dakota County Public Health's operations, coordinating requests for personal protective equipment from local first responders, establishing a donation effort to collect personal protective equipment, and developing the capacity to answer ongoing questions from the community for resources. 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. A more recent focus in the EOC has been on Behavioral Health with increased efforts in outreach to County partners and community members to share available resources and supports for residents.

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 COMMUNITY SERVICES COMMITTEE

Update On Community Services Division Plan To Offer Limited In-Person Appointments For Services

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Regular-Information	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Community Services Administration	<input type="checkbox"/> New FTE(s) requested
Contact: Radtke, Stephanie	Board Goal: A great place to live
Contact Phone: (651) 554-5837	Public Engagement Level: N/A
Prepared by: Collette, Colleen	

PURPOSE/ACTION REQUESTED

Receive an update on the plan to offer limited in-person appointments for services within county buildings.

SUMMARY

The 2020 COVID-19 pandemic, and the resulting need for social distancing and isolation, have created unprecedented impacts on Community Services operations. Staff and people receiving services have had to rapidly and flexibly adjust to prioritized and reduced services, remote work, and virtual practice models - while prioritizing public safety and protecting the most vulnerable.

Community Services staff will provide an informational update on the plan to provide limited in-person services at the Northern Service Center and the Western Service Center pursuant to the Governor's Executive Order dated April 30, 2020. The plan calls for appointment only services for specific programs and limited walk-in services for crisis situations. Provision of these services will require limited space configuration modifications to protect client and staff safety and ensure social distancing. At this point, the plan calls for only a small number of additional staff to be working at the Northern and Western Service Centers, primarily from the Community Corrections and Social Services departments.

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 COMMUNITY SERVICES COMMITTEE

Report On Housing Business Plan And Anticipated Needs Due To COVID-19

Meeting Date: 5/12/2020	Fiscal/FTE Impact:
Item Type: Regular-Information	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Kastler, Madeline	

PURPOSE/ACTION REQUESTED

Receive updates on the Housing Business Plan and investments made in housing services in the past two years and provide preliminary information about the potential impact of COVID-19 on housing needs.

SUMMARY

The Dakota County Board of Commissioners formed a Shelter Leadership Work Group (Work Group) in May 2017. The Work Group concluded that investing in a permanent shelter in Dakota County would not ultimately solve the underlying issue driving the need for shelter: lack of available, affordable, accessible homes.

The conclusions of the Work Group led to the development of a four-year Housing Business Plan. The goal of the Housing Business Plan is to create adequate housing and service resources to address the need shown throughout our housing system. The Dakota County Board of Commissioners invested \$1.2 million in 2018 to implement this plan, funding shelter, housing search and stability services, permanent supportive housing for youth and landlord engagement activities.

On June 11, 2019, staff reported back on the results of the first year of funding for the Housing Business Plan. At that meeting, staff discussed an emerging focus on "System Flow", to ensure the best use of current investments in our homelessness response system. To support this approach, the Community Development Agency (CDA) launched a Levy Funded Rental Assistance program to create movement out of the family shelter into stable housing. Further, in 2020, both the CDA and Dakota County have made significant investments into Cahill Place, a new 40-unit apartment building in Inver Grove Heights for families with a history of housing instability or homelessness.

Additionally, with the outbreak of COVID-19, staff and partners have adapted emergency shelter strategies to align with guidance from the Centers for Disease Control, Department of Housing and Urban Development and Minnesota Department of Health. As a next step, staff from Social Services and the Office of Performance and Analysis are compiling data to project future need for eviction prevention and homelessness services resulting from the economic fallout of COVID-19.

Staff will update the Board of Commissioners on the results from the second year of implementation of the Housing Business Plan and will discuss the anticipated impact of COVID-19 on our eviction prevention and homelessness response system.

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