

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

**Meeting Minutes**

**October 13, 2020**

**Boardroom, Administration Center and Videoconference**

**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; Tom Donely, Assistant County Attorney; Marti Fischbach, Community Services Division Director; Colleen Collette, Administrative Coordinator.

Due to the local state of emergency and social distancing, Commissioners participated in this meeting in a hybrid manner, via both virtual and in-person. The Board meeting was conducted under Minn. Stat. § 13D.021.

The meeting was called to order at 11:32 a.m. by the Chair, Commissioner Mary Liz Holberg.

Video this meeting is available on the Dakota County [website](#). The audio of this meeting is available upon request.

**Audience**

The Chair, Commissioner Mary Liz Holberg, noted that all public comments can be sent to [countyadmin@co.dakota.mn.us](mailto:countyadmin@co.dakota.mn.us)  
As of 8:00 a.m. on September 15, 2020, none were received.

**Approval Of Agenda (Additions/Corrections/Deletions)**

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

**Consent Agenda**

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

**4.1 Approval Of Minutes Of Meeting Held On September 15, 2020**

**4.2 Authorization To Execute Joint Powers Agreement With Minnesota Department Of Corrections For Supervision Of Inmates Released Early Due To COVID-19 And Amend 2020 Community Corrections Budget**

WHEREAS, the Minnesota Department of Corrections has been approved to use Coronavirus Aid, Relief, and Economic Security (CARES) Act funds for reimbursement of community supervision of inmates released early

from prison due to COVID-19; and

WHEREAS, Community Corrections will supervise inmates released early from prison due to COVID-19, and will seek reimbursement from the Minnesota Department of Corrections; and

WHEREAS, staff recommends authorization to execute a joint powers agreement with the Minnesota Department of Corrections for the supervision of inmates released early due to COVID-19 upon the date of execution through December 31, 2020, for reimbursement up to \$12,874, and amend the 2020 Community Corrections budget; and

WHEREAS, the County Board has determined that the Program costs are necessary and a reasonable response to the COVID-19 pandemic, therefore eligible for use of CARES Act funds.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a joint powers agreement with the Minnesota Department of Corrections for the supervision of inmates released early due to COVID-19, subject to approval by the County Attorney’s Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes an amendment to the 2020 Community Corrections budget as follows:

<b>Revenue</b>	
MN Dept of Corrections – Early Release	\$12,824
Use of Fund Balance	<u>(\$12,824)</u>
<b>Total Revenue</b>	<b>\$0</b>

; and

BE IT FURTHER RESOLVED, That this program will end immediately in the event that sufficient funds from county, state, or federal sources are no longer available to continue this program.

**4.3 Authorization To Execute Joint Powers Agreement With Minnesota Department Of Corrections To Provide Secure Programming For Juvenile Females**

WHEREAS, Dakota County Community Corrections previously held a joint powers agreement (JPA) with the Minnesota Department of Corrections (MN DOC) to house juvenile females committed to the Commissioner of Corrections at the Juvenile Services Center; and

WHEREAS, Dakota County Community Corrections staff has reviewed a recent case and accepted the referral for a juvenile female; and

WHEREAS, all future referrals will be reviewed and accepted by Dakota County Community Corrections staff on a case by case basis; and

WHEREAS, Dakota County Community Corrections is not obligated to accept every juvenile female referral from the MN DOC; and

WHEREAS, staff recommends authorization to execute a JPA with the MN DOC to provide secure programming upon the date of execution through August 31, 2021, or until obligations have been satisfactorily fulfilled, and to accept revenue not to exceed \$150,000 per each juvenile female accepted into the Juvenile Services Center secure programming.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Service Director to execute a joint powers agreement with the Minnesota Department of Corrections

to provide secure programming for juvenile females, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That this service will end immediately in the event that sufficient funds from county, state or federal sources are no longer available to continue this service.

#### **4.4 Authorization To Execute Cooperative Agreement By And Among The Metropolitan County Consortium, State Of Minnesota, For Nonemergency Medical Transportation And Related Services**

WHEREAS, in July 2004, the Department of Human Services (DHS) implemented the Minnesota Nonemergency Transportation (MNET) program to improve services and control costs; and

WHEREAS, under MNET, DHS contracted with Medical Transportation Management, Inc. (MTM), a medical transportation management company (broker), to determine the appropriate level of transportation service for eligible publicly funded health care program enrollees statewide and make access transportation services (ATS) arrangements for fee-for-service enrollees in the eleven-county metropolitan area; and

WHEREAS, in 2009, there was a cost shift from the State to the counties for nonemergency medical ATS, and 2009 Legislative action transferred the administration and coordination of ATS from the State to counties in the eleven county metropolitan area effective July 1, 2009; and

WHEREAS, by Resolution Nos. 10-350 (June 22, 2010), 13-555 (October 15, 2013), 15-528 (October 20, 2015), 16-596 (December 13, 2016), and 17-208 (April 18, 2017), the County Board authorized a Cooperative Agreement between Hennepin County and the other metropolitan counties choosing to participate in this arrangement that allowed Hennepin County to be reimbursed for the administrative services the broker provides for a period covering July 1, 2010 through December 31, 2020; and

WHEREAS, a new Cooperative Agreement is required in order for the participating counties to continue to reimburse Hennepin County for Dakota County's share of the administrative costs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a Cooperative Agreement by and among the Metropolitan County Consortium, State of Minnesota, for nonemergency medical transportation and related services for the period of January 1, 2021 through December 31, 2024, subject to approval by the County Attorney's Office as to form.

#### **4.5 Authorization To Execute Contract Amendment With Merry Maids Of Mendota Heights, Dba Merry Maids, For COVID-19 Response Related To Shelter Cleaning And Laundry Services**

WHEREAS, Merry Maids Of Mendota Heights, dba Merry Maids, has been providing cleaning services for emergency shelters in Dakota County since mid-March 2020 due to the COVID-19 public health pandemic; and

WHEREAS, services started at Matrix Emergency Shelter until the transition to a hotel shelter model and services were expanded to Dakota Woodlands and two Lewis House locations (Eagan and Hastings); and

WHEREAS, Dakota County paid individual invoices until it was clear that the service needed to continue for the remainder of the year; and

WHEREAS, a contract was originally established May 1, 2020, with a not to exceed amount of \$150,000; and

WHEREAS, an amendment was executed on July 1, 2020, to include laundry services for the Public Health Department; and

WHEREAS, emergency shelters are applying to the state for funding to pay for additional cleaning services and

this funding is competitive and available for 30 days at a time; and

WHEREAS, should state funding not be available, this contract allows Dakota County to continue cleaning and laundry services through December 1, 2020, using Coronavirus Aid, Relief, and Economic Security (CARES) Act funding and sets the not to exceed amount at \$150,000, however, due to possible availability of other funding, it is not certain that the full contract amount will be needed; and

WHEREAS, staff recommends executing a contract with Merry Maids for shelter cleaning and laundry services in an amount not to exceed \$150,000 for the period of March 1, 2020 to December 1, 2020; and

WHEREAS, the County Board has determined that emergency assistance costs in the form of shelter cleaning and laundry services is a necessary and a reasonable response to the COVID-19 pandemic, therefore eligible for use of CARES Act funds.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director, to execute a contract amendment with Merry Maids Of Mendota Heights, dba Merry Maids, to provide shelter cleaning and laundry services in an amount not to exceed \$150,000 from the period of March 1, 2020 to December 1, 2020, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That this program will end immediately in the event that sufficient funds from county, state, or federal sources are no longer available to continue this program.

## **Regular Agenda**

### **5.1 Authorization To Execute Joint Powers Agreements With School Districts For Birth To Age 8 Program Services**

Sierra Hill, Coordinator in Public Health, along with Dave Webb, Superintendent of Schools, South St. Paul Public Schools, presented on this item and stood for questions.

On a motion by Commissioner Kathleen A. Gaylord, seconded by Commissioner Thomas A. Egan, the following resolution was unanimously recommended to the County Board:

WHEREAS, in May 2017, the Minnesota State Legislature authorized \$200,000 in funds to Dakota County for the purpose of developing and implementing a Data Sharing System in support of the Birth to Age 8 Program for the period of October 1, 2017 through June 30, 2022; and

WHEREAS, by Resolution No. 17-647 (December 12, 2017), the County Board authorized the Community Services Director to accept the grant funds and execute the grant agreement with the Minnesota Department of Human Services, Economic Assistance and Employment Division-Office of Economic Opportunity, in support of Dakota County's Birth to Age 8 Program in the amount of \$200,000 for the period of October 1, 2017 through June 30, 2022; and

WHEREAS, staff recommends authorization to execute JPAs with Independent School Districts 191, 197, and 199, and Special School District 6 for the Birth to Age 8 program services, effective upon the date of execution through June 30, 2021, unless earlier terminated by law or according to the provisions of the JPAs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute joint powers agreements with Independent School Districts 191, 197, and 199, and Special School District 6 for the Birth to Age 8 program services, effective upon the date of execution through June 30, 2021, 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 joint

powers agreement to extend the contract term, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the joint powers agreements shall contain a provision that allows the County to immediately terminate the joint powers agreements 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.

### **5.2 Update On University Of Minnesota Extension 4-H Youth Development Programming In Dakota County**

The following University of Minnesota 4-H Youth Development Extension Educators presented on this item and stood for questions: Anja Johnson, Abby Wagner, Kirsten Pederson, Rachel Rezac. This item was on the agenda for informational purposes only. No staff direction was given by Committee members.

### **5.3 Overview Of COVID-19 Vaccination Clinic Preparation**

Christine Lees, Disease Prevention & Control Preparedness & Response Supervisor in Public Health, presented on this item and stood for questions. This item was on the agenda for informational purposes only. No staff direction was given by Committee members.

### **5.4 Authorization To Implement Emergency Assistance To Property Owners Of Rental Housing And Execute A Contract With A Vendor To Serve As Program Administrator**

Evan Henspeter, Director, and Madeline Kastler, Deputy Director, both from Social Services, presented on this item and stood for questions.

Action was not taken. The Committee directed staff to bring back the request with the affordability criteria removed. The Committee also directed staff to explore with the Administrator whether they can accommodate an adjustment in criteria for Dakota County. If not, the Committee directed staff to explore whether staff could administer payments for that small number of landlords (3%) that would fall outside the affordability requirement but otherwise be eligible. This request will be presented at the County Board meeting on October 20, 2020.

### **Community Services Directors Report**

Marti Fischbach, Community Services Division Director, reported that the deadline was October 12, 2020, for financial assistance to Non-Profit organizations, including Chambers of Commerce and Visitor and Convention Bureaus. Thirty-seven applications were received and 31 were eligible with two additional ones pending approval; four were not eligible. Commissioner Egan asked for details as to which Chambers and Visitor Bureaus applied and Commissioner Holberg requested that Marti provide a written report with that information. Ms. Fischbach also stated that with the two pending applications, the total funding will be close to \$300,000, which is significantly short of the \$2 million dollars requested.

Ms. Fischbach also announced the hiring of the new Employment and Economic Assistance (E&EA) Director, Nadir Abdi. He has extensive experience working with many of the E&EA programs, such as TANF, SNAP, and youth and adult workforce programs. He brings a passion for the people we serve, a strong community engagement commitment, and an innovative approach to improving services while making inclusion and diversity a priority. He is relocating from Ohio, so his start date is November 30, 2020.

### **Adjournment**

On a motion by Commissioner Mike Slavik, seconded by Commissioner Thomas A. Egan, the meeting was adjourned at 12:44 p.m.

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Respectfully submitted,

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Colleen Collette, Administrative Coordinator  
Community Services Division