

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

Meeting Minutes

November 10, 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 11:59 a.m. by the Chair, Commissioner Mary Liz Holberg.

Video of 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

As of 8:00 a.m. on November 10, 2020, none were received.

Approval Of Agenda (Additions/Corrections/Deletions)

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

Consent Agenda

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

4.1 Approval Of Minutes

4.2 Authorization To Accept Pohlada Family Foundation Grant Funds, Execute Grant Agreement, Extend Two Grant-Funded Positions, And Amend Contract With Housing Link

WHEREAS, Dakota County Social Services recently received a one-year grant award in the amount of \$300,000 from the Pohlada Family Foundation for the period of November 1, 2020 to October 31, 2021; and

WHEREAS, the purpose of the grant is to prevent homelessness by supporting families who are precariously housed; and

WHEREAS, Dakota County has been awarded this grant previously, including a one-year grant in 2017 and a two-year grant in 2018; and

WHEREAS, by Resolution No. 17-633 (December 12, 2017), the Dakota County Board of Commissioners authorized the hiring of two Pohlad Family Foundation grant-funded full-time equivalents (FTE) in 2018 for the grant period ending in February 2019 and by Resolution No. 18-594 (November 27, 2018), extended the current period through February 20, 2021; and

WHEREAS, staff recommends that \$182,685 of the grant funds be used to extend these two grant-funded FTE employees through the grant period ending October 31, 2021; and

WHEREAS, these staff will continue to assist and stabilize precariously housed families to prevent homelessness with short-term, high-intensity services, financial assistance, connection to resources and housing search assistance; and

WHEREAS, staff recommends that \$103,000 of the grant funds be used in direct financial assistance to 40 families to prevent homelessness and that \$4,315 of the grant funds be used for staff supervision and administration; and

WHEREAS, staff recommends that \$10,000 of the grant funds be used to amend a contract with Housing Link to operate the Landlord Risk Mitigation Fund to provide financial security to landlords concerned about renting to tenants with rental barriers, such as poor credit, evictions, or criminal background, and will support landlord recruitment and retention, for the period of November 1, 2020 through October 31, 2021; and

WHEREAS, the Landlord Risk Mitigation Fund will utilize approximately \$30,000 in unused Risk Mitigation Funds from the 2018 Pohlad grant.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director accept the grant funds in the amount of \$300,000, and execute the grant agreement with the Pohlad Family Foundation for the period of November 1, 2020 through October 31, 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 extend two full-time equivalent employees in the Social Services Department contingent upon availability of grant funding; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend a contract with Housing Link to continue a corresponding Landlord Risk Mitigation Fund, and support landlord recruitment and tenancy supports, adding \$10,000 to the not-to-exceed amount and extending the end date to October 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 Director is hereby authorized to amend the grant to alter the grant term, accept additional grant funds, and continue grant funded full-time equivalents, consistent with County contracting policies, 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 the 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 approval by the

County Attorney’s Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately terminate the contract(s) 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 Amend Housing And Transportation Service Contracts To Extend Terms For One Year

WHEREAS, Dakota County Social Services provides both direct and contracted services across the housing and transportation services continuum; and

WHEREAS, in order to ensure high quality services, Dakota County uses a routine Request for Proposal (RFP) process; and

WHEREAS, the contracts included in this resolution are one year in duration as a result of annual or new contracts; and

WHEREAS, Request for Proposals will be issued again in 2021 for most housing and transportation services contracts, including all the services in this resolution.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute contracts for housing and transportation services for the period of January 1, 2021 through December 31, 2021, subject to approval by the County Attorney’s Office as to form, as follows:

Service	Agency	Amount
Emergency Hotel Sheltering	Matrix Housing Services	\$1,650,000
Emergency Hotel Sheltering	Ally Supportive Services	\$792,000
Emergency Hotel Sheltering	The Link	\$300,000
Housing Search and Stability with Subcontractors	Hearth Connection	\$996,960
Emergency Shelter Services	Dakota Woodlands, Inc	\$150,860
Volunteer Driver Transportation Services	GAPP Services, Inc	\$158,421
Volunteer Driver Transportation Services	Hastings Family Services	\$42,000
Volunteer Driver Transportation Services	Neighbors, Inc	\$24,000

; 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 the county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.

4.4 Authorization To Respond To Request For Assessment Of Need/Letter Of Support From Allina Health, Regina Hospital

WHEREAS, under Minnesota Rule 9530.6800, the need for additional or expanded chemical dependency treatment programs must be determined, in part, based, on the recommendation of the county board of

commissioners of the county in which the program will be located and the documentation submitted by the applicant at the time of application; and

WHEREAS, under Minnesota Rule 9530.6810, when an applicant for licensure for chemical dependency treatment services requests a written statement of support for a proposed chemical dependency treatment program, the county board of commissioners of the county in which the proposed program is to be located shall submit a statement to the Minnesota Department of Human Services (DHS) Commissioners that either supports or does not support the need for the applicant's program; and

WHEREAS, on September 29, 2020, Dakota County received a request from Helen Strike, President, Regina and River Falls Hospitals, requesting a written statement that supports the need for the program; and

WHEREAS, local needs assessment information suggests a need for the type of chemical dependency treatment services proposed; and

WHEREAS, Dakota County is not taking any positions about Allina Health, Regina Hospital's qualifications or ability to meet identified needs; and

WHEREAS, DHS will process Allina Health, Regina Hospital's request for a license to provide comprehensive mental health and addiction care services in their location in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners authorizes the Community Services Director to issue a letter to the Minnesota Department of Human Services stating the following: "Please consider this letter as Dakota County's support for comprehensive mental health and addiction care services in Dakota County as proposed by Allina Health, Regina Hospital."

Regular Agenda

5.1 Updates On Adult Probation And Juvenile Probation

Sarah Reetz, Deputy Director, and Jim Scovil, Deputy Director, both from Community Corrections, 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; however, staff was asked to provide a report on the numbers at the Juvenile Detention Center since the start of the COVID-19 pandemic.

5.2 Update And Authorization To Execute Contract With Lyft, Inc., For Transportation Services

Robyn Bernardy, Transportation Coordinator, and Megan Zeilinger, Program Coordinator, both from Social Services presented on this item and stood for questions.

On a motion by Commissioner Liz Workman, seconded by Commissioner Mike Slavik, the following resolution was unanimously recommended to the County Board:

WHEREAS, by Resolution No. 18-174 (March 27, 2018), the Dakota County Board of Commissioners ratified the submission of a grant application to the Minnesota Department of Human Services (DHS), and authorized the Community Services Director to accept grant funds and execute the grant contract in the amount of \$100,000 for the period of January 1, 2018 through December 31, 2019; and

WHEREAS, the DHS Innovations grant allowed Department of Social Services staff to build the infrastructure and fund rides for individuals with disabilities who want to use on-demand transportation options to get to work and/or

access their community; and

WHEREAS, access to reliable transportation is essential for residents to thrive and the County's transit options are limited for some because of limited availability and/or cost; and

WHEREAS, By Resolution No. 18-542 (October 23, 2018), the Dakota County Board of Commissioners authorized a contract with Lyft, Inc., for transportation services effective upon the date of execution through December 31, 2019, and the Community Services Director extended both the contract and the Innovations Grant through December 31, 2020, with County Attorney approval as to form; and

WHEREAS, County staff partnered with Lyft, Inc., to pilot the use of Lyft, Inc.'s, affordable and on-demand transportation model for individuals with disabilities to develop and test a new, innovative transportation option; and

WHEREAS, Lyft, Inc., worked with County staff to leverage their ridesharing platforms as well as manage the billing that will be required to access Medical Assistance (MA) waived services funding; and

WHEREAS, Lyft Inc.'s, transportation services are provided by authorized drivers using their own vehicles; and

WHEREAS, on April 24, 2020, staff issued a solicitation for on-demand transportation services, with four vendors providing responses, and a review committee comprised of County staff across the Social Services and Community Services Administration Departments recommended Lyft, Inc.; and

WHEREAS, staff recommends executing a contract with Lyft, Inc., for transportation services effective on January 1, 2021 through December 31, 2021, with automatic renewal thereafter for additional twelve month terms, unless terminated by either party with sixty days prior written notice.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Lyft, Inc., for transportation services effective on January 1, 2021 through December 31, 2021, with automatic renewal thereafter for additional twelve month terms, unless terminated by either party with sixty days prior written notice, subject to approval by the County Attorney's Office as to form; and

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

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately stop services rendered 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.

5.3 Update On Emergency Sheltering Activity And Need For People Experiencing Homelessness

Evan Henspeter, Director, and Madeline Kastler, Deputy Director, both from Social Services, presented on this item and stood for questions. The Commissioners recommended that the Shelter Planning group be reconvened so that staff can provide an update on the goals of the Housing Business plan, including an evaluation of what has been accomplished with each goal, and discussion can begin on next steps toward continuing to provide shelter for persons experiencing homelessness.

Community Services Directors Report

Marti Fischbach, Director of Community Services, updated the Board on several items:

- Visits to the Northern Service Center and Western Service Center have been steadily increasing since July. These are the number of individuals who stopped at the Greeter desks, so not solely Community Services inquiries. The numbers are: July - 1100, August - 1900, September – 3300, and October 4800.
- The Eviction Prevention Program just launched and there is fast interest: as of last Friday, November 6, \$340,000 had been requested, and as of today, it is up to \$660,000.
- Continuity of Operations Plan (COOP) updates:
 - 4-H clubs who need large spaces for meetings may now reserve Dakota County Park facilities, without charge, subject to availability and adherence to safety protocols. These facilities are also available for use by Extension Master Gardener and Nutrition Educators. The feasibility of using the Extension building in Farmington continues to be evaluated.
 - Community Corrections has opened the Juvenile Service Center lobby this week in Hastings for people leaving court and needing to fulfill probation processes in person.
 - The COOP team also approved Public Health's safety plans to conduct flu immunization clinics beginning this week at remote sites across the county. Potential sites include homeless shelters, food pantries, Dakota County libraries, faith-based sites, etc.

Adjournment

On a motion by Commissioner Mike Slavik, seconded by Commissioner Kathleen A. Gaylord, the meeting was adjourned at 1:02 p.m.

Respectfully submitted,

Colleen Collette, Administrative Coordinator
Community Services Division