

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

**January 12, 2021
9:00 AM**

Boardroom, Administration Center, Hastings, MN

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, January 12, 2021.
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 in the audience wishing to address the Committee on an item not on the Agenda or an item on the Consent Agenda may send comments to CountyAdmin@co.dakota.mn.us and instructions will be given to participate during the meeting. Comments are limited to five minutes. **Public Comment can be sent to CountyAdmin@co.dakota.mn.us**

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4. Consent Agenda

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6. Community Services Directors Report

7. Adjournment

For more information please call 651-554-5742.

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

January 12, 2021

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

Meeting Minutes

**December 8, 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; Jen Wolf, 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 11:00 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 December 8, 2020, none were received.

Approval Of Agenda (Additions/Corrections/Deletions)

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

Consent Agenda

On a motion by Commissioner Joe Atkins, seconded by Commissioner Mike Slavik, the consent agenda was unanimously approved as follows:

4.1 Approval Of Minutes Of Meeting Held On November 10, 2020

4.2 Authorization To Amend Contract With Accord, Previously Ally People Solutions, For Office Support Services

WHEREAS, the Dakota County Community Services Division issued a Request for Proposal (RFP) on September 19, 2016, for the purchase of office support services to complement its workforce, and three proposals were

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received in response to the RFP; and

WHEREAS, after a thorough selection process with a multi-disciplinary County review team, staff recommended the contract be awarded to Ally People Solutions (APS); and

WHEREAS, by Resolution No. 16-592 (December 13, 2016), the Dakota County Board of Commissioners recommended a contract be executed with APS for office support services in an amount not to exceed \$400,000 for the period of January 1, 2017 through December 31, 2018; and

WHEREAS, by Resolution No. 18-591 (November 27, 2018), the Dakota County Board of Commissioners recommended a two-year contract for the period of January 1, 2019 through December 31, 2020, in an amount not to exceed \$400,000 for the contract time period, \$200,000 per contract year; and

WHEREAS, County staff were notified in March that APS is now Accord; and

WHEREAS, with the advent of COVID-19, services were suspended in protection of Accord and County staff, with services resuming in July 2020, yet still on a scaled back basis; and

WHEREAS, as of November 18, 2020, \$256,384.25 of the \$400,000 has been billed; and

WHEREAS, County staff plans to issue a solicitation for these services in 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract amendment with Accord for the period of January 1, 2021 through December 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 amend said contract, within the amount budgeted, to alter the types of services provided, 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 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.

4.3 Authorization To Execute Contract Amendments With Vendors For Interpretation And Translation Services

WHEREAS, Dakota County requires interpretation and translation services to meet the needs of residents who have Limited English Proficiency, or who are deaf or hard of hearing; and

WHEREAS, these services are also essential in helping Dakota County meet its priorities around Inclusion, Diversity and Equity; and

WHEREAS, a Request for Proposal (RFP) was issued on September 19, 2016, to solicit proposals for the purchase of interpretation and translation services for Dakota County; and

WHEREAS, twenty-five proposals were received in response to the RFP and a review team comprised of Dakota County staff reviewed the proposals; and

WHEREAS, by Resolution No. 16-593 (December 13, 2016), the Dakota County Board of Commissioners authorized contracts with 13 vendors for the period of January 1, 2017 through December 31, 2020; and

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WHEREAS, while the contracts are written to be accessed Countywide, the primary user of interpreter and related services is the Community Services Division; and

WHEREAS, several conversations that led to multiple efficiencies and improvements in service delivery have occurred over the past four years, as well as some vendors no longer providing services to Dakota County and others coming on as new vendors; and

WHEREAS, County staff planned to issue a solicitation in 2020 for these services; however, with the advent of COVID-19, a solicitation will be issued in 2021; and

WHEREAS, over the past eight months, our interpreter and translation vendors have risen to the occasion of meeting the needs of our County staff and our residents in working to provide services in many different forms other than in person services, which has been greatly appreciated; and

WHEREAS, the purpose of this request is to amend the contracts for one more year to allow continued service provision to Dakota County residents, and to give the Dakota County Interpreter Team the opportunity and time to do a re-fresh on the expectations and deliverables with these services in preparation for the 2021 solicitation; and

WHEREAS, staff recommends execution of contract amendments with Ad Astra Inc., Alliance Interpreting Services, LLC, ARCH Language Network, Inc., ASL Interpreting Services, Betmar Languages Inc., Fox Medical Case Management, Itasca Corporation, Keystone Interpreting Solutions, Inc., Kim Tong Translation Services Inc., Language Line Services, Inc., Middle English Interpreting, Inc., and The Minnesota Language Connection for the period of January 1, 2021 through December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute contract amendments for interpretation and translation services with Ad Astra Inc., Alliance Interpreting Services, LLC, ARCH Language Network, Inc., ASL Interpreting Services, Betmar Languages Inc., Fox Medical Case Management, , Itasca Corporation, Keystone Interpreting Solutions, Inc., Kim Tong Translation Services Inc., Language Line Services, Inc., Middle English Interpreting, Inc., and The Minnesota Language Connection for the period of January 1, 2021 through December 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 amend said contracts, within the amount budgeted, to alter the types and amount of services provided, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That these contracts 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.

4.4 Authorization To Execute Contracts And Joint Powers Agreements For Community Corrections Services

WHEREAS, Community Corrections supervises adults and juveniles placed on probation by the courts; and

WHEREAS, probation staff focuses on community safety and reducing recidivism in their supervision of these individuals; and

WHEREAS, supervision, services and court-ordered programs are provided through direct care delivery and purchased services and a variety of services are in place to meet the varied needs of these individuals; and

WHEREAS, Sentence to Service (STS) provides supervised work crews for non-violent adults receiving probation services as an alternative to being ordered to jail; and

WHEREAS, staff recommends executing contracts with the vendors for the services and at the rates listed in the Resolution for the period of January 1, 2021 through December 31, 2022; and

WHEREAS, staff recommends joint powers agreements with the Cities of Apple Valley, Burnsville, Eagan, Farmington, Inver Grove Heights, and Lakeville, Independent School District 197, and the Minnesota Department of Transportation, and memorandums of understanding between the Dakota County Community Corrections Department and the Dakota County Parks and Transportation Departments for the purchase of guaranteed STS work crew days at a rate of \$481 per day for the period of January 1, 2021 through December 31, 2021; and

WHEREAS, funding for these contracts and revenue from STS related joint powers agreements with cities, Independent School District 197, and the Minnesota Department of Transportation, and the memorandums of understanding with the Dakota County Parks and Transportation Departments is included in the 2021 County Manager's Recommended Budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute contracts with the following vendors at the rates listed for Community Corrections services for the period of January 1, 2021 through December 31, 2022, subject to approval by the County Attorney's Office as to form:

Agency	Services	Rate
General Security Services Corporation (GSSC)	<ul style="list-style-type: none">• Sentence to Service Work Crew Supervision	<ul style="list-style-type: none">• \$357 per work crew day

Midwest Monitoring and Surveillance, Inc.	<ul style="list-style-type: none"> • Electronic Monitoring Services 	<p>Adult Fees (These Fees include a \$2.50/day per client administrative fee)</p> <ul style="list-style-type: none"> • RF House Arrest (Landline): \$11.50 per day • RF House Arrest (Ethernet): \$12.50 per day • RF House Arrest (Cellular): <ul style="list-style-type: none"> ◦ Breath Alcohol (Cellular): \$14.00 per day ◦ Transdermal Alcohol (Landline): \$11.00 per day ◦ Transdermal Alcohol (Ethernet): \$12.25 per day ◦ Transdermal Alcohol (Cellular): \$13.25 per day ◦ Transdermal Alcohol (Cellular): \$14.25 per day ◦ GPS: \$14.25 per day ◦ Breath Alcohol (Cellular) + RF House Arrest (Landline): \$13.25 per day ◦ Breath Alcohol (Cellular) + RF House Arrest (Ethernet): \$14.25 per day ◦ Breath Alcohol (Cellular) + RF House Arrest (Cellular): \$15.25 per day ◦ Transdermal Alcohol + RF House Arrest (Landline): \$13.25 per day ◦ Transdermal Alcohol + RF House Arrest (Ethernet): \$14.25 per day ◦ Transdermal Alcohol + RF House Arrest (Cellular): \$15.25 per day ◦ Breath Alcohol + GPS: \$15.25 per day ◦ Equipment Deposit (outside MN/WI or flight risk): \$500 ◦ Service Calls: \$45.00 <p>Juvenile Fees</p> <ul style="list-style-type: none"> • GPS Tracking: \$ 6.00 per day • GPS Tracking + RF House Arrest: \$ 7.50 per day • RF House Arrest: \$ 4.00 per day • RF House Arrest with Ethernet: \$ 5.50 per day • Breath Alcohol (Cellular) + GPS: \$ 9.00 per day • Transdermal Alcohol (Ethernet) + GPS: \$11.25 per day • Transdermal Alcohol (Cellular) + GPS: \$12.25 per day • Out of office installation: \$30.00 • Service Calls: \$45.00
Nystrom and Associates, LTD	<ul style="list-style-type: none"> • Wrap-Around Dual Diagnosis Facilitation Services • Travel Time 	<ul style="list-style-type: none"> • \$52 per hour • Travel with client: Internal Revenue Service Mileage Rate + \$0.46 per mile to cover administrative costs • Travel without client: Internal revenue Service Mileage Rate
River Ridge, LLC	<ul style="list-style-type: none"> • One Day Driving While Intoxicated (DWI) Program Services 	<ul style="list-style-type: none"> • \$125 per program participant • \$10 rescheduling fee ((\\$25 charged to client))

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute joint powers agreements as presented with the Cities of Apple Valley, Burnsville, Eagan, Farmington, Inver Grove Heights, and Lakeville, Independent School District 197, and the Minnesota Department of Transportation, and memorandums of understanding between the Dakota County Community Corrections Department and the Dakota County Parks and Transportation Departments for the purchase of guaranteed Sentence to Service work crew days at a rate of \$481 per day for the period of January 1,

2021 through December 31, 2021, subject to 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 service-related contracts in the event funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend the service-related contracts, 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 the County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the service rates authorized for the period of January 1, 2022 through December 31, 2022, shall be increased by the inflation rate used in the Dakota County budget process as authorized by the Dakota County Board of Commissioners effective January 1, 2022, as applicable.

4.5 Authorization To Execute Contract With Avivo For Minnesota Family Investment Program Employment Services

WHEREAS, Dakota County implements Minnesota Family Investment Programs (MFIP) to eligible Dakota County residents; and

WHEREAS, a competitive Request for Proposal (RFP) for MFIP employment services was issued on August 29, 2016, and this service will be solicited again in 2021; and

WHEREAS, Dakota County's work participation rate was 31.3 percent, annualized for the period of August 2019 through July 2020; and

WHEREAS, by Resolution No. 19-869 (December 17, 2019), the Dakota County Board of Commissioners authorized execution of a contract with Avivo for the provision of MFIP Employment Services in an amount not to exceed \$983,244 for the period of January 1, 2020 through December 31, 2020; and

WHEREAS, the Dakota-Scott Workforce Development Board (WDB) Executive Committee has recommended executing a contract with Avivo, and on November 20, the WDB approved executing a contract with Avivo in an amount not to exceed \$983,244 for the period of January 1, 2021 through December 31, 2021; and

WHEREAS, staff recommends executing a contract with Avivo in an amount not to exceed \$983,244 for the period of January 1, 2021 through December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Avivo to provide employment and attaining case management services and job club services for Minnesota Family Investment Programs participants, in an amount not to exceed \$983,244 for the period of January 1, 2021 through December 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 amend said contract, consistent with the Minnesota Family Investment Programs Employment Services grants awarded by the Minnesota Department of Human Services and the Minnesota Department of Employment and Economic Development, to alter the number and types of clients served, types of services provided, contract amount, reporting requirements, and 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 this 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

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level sufficient to allow payment of the amounts due.

4.6 Authorization To Accept Minnesota Department Of Human Services Child And Teen Checkups Grant Funds And Execute Grant Agreement

WHEREAS, Dakota County has provided Child and Teen Checkup (C&TC) services for over 40 years and in 2021, Dakota County is projected to have 41,069 children eligible for C&TC services; and

WHEREAS, Minnesota Department of Human Services (DHS) C&TC grant is for the period of January 1, 2021 through December 31, 2023; and

WHEREAS, Dakota County's C&TC grant allocates 2021 in the amount of \$1,088,328 based on an allocation of \$26.50 per eligible child that supports 10.45 full-time equivalents (FTEs); and

WHEREAS, staff recommends the County Board authorizes acceptance of the County's C&TC award and funding in the amount of \$1,088,328 for the period of January 1, 2021 through December 31, 2021; and

WHEREAS, staff recommends the County Board authorizes execution of the three-year grant agreement for the period of January 1, 2021 through December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant award of \$1,088,328 for the period of January 1, 2021 through December 31, 2021; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a three-year grant agreement and accept future funding for the period of January 1, 2021 through December 31, 2023; 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 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.

4.7 Ratification Of Grant Application To Ucare Foundation, And Authorization To Accept Grant Award, Amend The 2020 Social Services Budget And Execute Contracts

WHEREAS, Dakota County received notice of an opportunity to apply for the UCare Foundation's Metro County Grant Program; and

WHEREAS, the UCare Foundation's grants focus on achieving health equity; and

WHEREAS, by Resolution No. 20-484 (October 6, 2020), the Dakota County Board of Commissioners authorized the Community Services Director to develop partnerships with trusted community organizations for targeted outreach and engagement with communities of color in an amount not to exceed \$177,000 for the period of October 6, 2020, or date of contract execution through December 1, 2020; and

WHEREAS, contracts were selected as a result of a Letter of Interest process in October 2020; and

WHEREAS, the UCare Foundation funding priorities align with work started with CARES Act funding that was time-limited and ended on December 1, 2020; and

WHEREAS, based on alignment with the UCare Foundation's priority areas and after consulting with the UCare

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Foundation's staff, Social Services staff submitted a proposal for \$100,000 to the UCare Foundation to continue a portion of activities started with CARES Act funding; and

WHEREAS, on December 1, 2020, the UCare Foundation notified Dakota County that the proposal was approved for the full amount requested, \$100,000, to be accepted by December 31, 2020 and expended by December 31, 2021; and

WHEREAS, outreach and engagement with communities of color in Dakota County is a continued need based on disproportionate impact of COVID-19 on Dakota County's Black and Latinx communities; and

WHEREAS, outreach and engagement activities will be critically important in 2021 as Dakota County continues to promote access to resources and services, including vaccination access; and

WHEREAS, grant funding from the UCare Foundation will fund purchase of services through contracts and related administrative costs to address this concern in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the grant application to the UCare Foundation; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant award for outreach and engagement with communities of color in Dakota County in the amount of \$100,000 for the period of January 1, 2021 through December 31, 2021, 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 Social Services budget as follows:

Expense

Contracts – Outreach to Communities of Color	\$90,000
Administrative Allowance	<u>\$10,000</u>
Total Expense	\$100,000

Revenue

UCare Foundation Grant	<u>\$100,000</u>
Total Revenue	\$100,000

;and

BE IT FURTHER RESOLVED, That the Community Services Division Director is hereby authorized to execute contracts with the same community agencies selected as a result of the Letter Of Interest process in October 2020 for targeted outreach and engagement with communities of color, within the amount budgeted, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form.

4.8 Authorization To Accept Minnesota Department Of Human Services Children's Mental Health Screenings Grant Funds And Execute Grant Agreement

WHEREAS, in 2003, the Minnesota Legislature added mental health screening requirements to Minnesota Statutes to include children's mental health screening for specific child welfare and juvenile justice populations; and

WHEREAS, the purpose of the children's mental health screening within the child welfare and juvenile justice populations is to integrate mental health into current practices and to promote earlier mental health identification and intervention; and

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WHEREAS, early identification of mental illness followed by the appropriate intervention and treatment may prevent years of disability and provide improved outcomes for children and their families; and

WHEREAS, children's mental health screenings facilitate referral of children for further testing and treatment using standardized effective mental health screening instruments; and

WHEREAS, the Children Mental Health Screening grant awarded by the Minnesota Department of Human Services is in the amount of \$234,054 based on an allocation of \$119,499 for Child Welfare and \$114,555 for Juvenile Justice; and

WHEREAS, staff recommends the County Board authorizes acceptance of the Children's Mental Health Screening grant in the amount of \$234,054 and execution of the grant agreement for the period of January 1, 2021 through December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant award of \$234,054 for the period of January 1, 2021 through December 31, 2021; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a grant agreement for the period of January 1, 2021 through December 31, 2021; 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 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.

4.9 Authorization To Execute Joint Powers Agreement With School Districts For Early Intervention Services

WHEREAS, Dakota County Social Services and Dakota County Public Health are partners with the Dakota County School Districts in providing interagency early intervention services to young children at risk for developmental delays; and

WHEREAS, Independent School Districts 191, 192, 194, 195, 196, 197, 199, 200, and Special School District 6 have indicated that each intends to continue purchasing the services provided by Dakota County Social Services and Dakota County Public Health for early identification of developmental delays and interagency coordination of interventions to serve these families; and

WHEREAS, Independent School Districts 191, 192, 194, 195, 196, 197, 199, 200, and Special School District 6 each have negotiated the framework of the scope and nature of services to be provided Countywide under a joint powers agreement (JPA) with Dakota County for the purpose of continuing interagency early intervention services; and

WHEREAS, the JPA will be offered to any and all Dakota County school districts based on the services and reimbursement provisions included in the JPA.

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 each participating school district in Dakota County, including Independent School Districts 191, 192, 194, 195, 196, 197, 199, 200, and Special School District 6, for health and human services related to interagency early intervention system services, effective upon the date of execution through June 30, 2021, or until completion by the parties of their respective obligations

under the joint powers agreement, whichever occurs first, unless earlier terminated by law or according to the provisions of the joint powers agreement, substantially as presented to the Community Services Committee of the Whole on December 8, 2020, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That although the specific amounts due from each district are determined based on final state allocations to the schools, a total of \$92,499.69 from the noted districts is anticipated.

4.10 Authorization To Respond To Request For Assessment Of Need/Letter Of Support From Adira Women's Wellness Center

WHEREAS, under Minnesota Rule 9530.6800, the need for additional or expanded chemical dependency treatment program 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) Commissioner that either supports or does not support the need for the applicant's program; and

WHEREAS, on November 6, 2020, Dakota County received a request from Erin Hedstrom, Adira Women's Wellness Center, 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 Adira Women's Wellness Center's qualifications or ability to meet identified needs; and

WHEREAS, DHS will process Adira Women's Wellness Center's request for a license to provide women's specific outpatient chemical health treatment program 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 a women's specific outpatient chemical health treatment program in Dakota County as proposed by Adira Women's Wellness Center."

Regular Agenda

5.1 Update On Dakota-Scott Workforce Development Board

Mark Jacobs, Deputy Director, Employment and Economic Assistance along with the following members from the Workforce Development Board (WDB) presented on this item and stood for questions: Pam Oeffler, Vice-Chair of the WDB – from The Smead Manufacturing Company; Steve Ditschler, WDB executive committee member – from ProAct; and Barb Dahl, WDB executive committee member – from Scott County. This item was on the agenda for informational purposes only. No staff direction was given by Committee members.

5.2 Update On December Changes For 2021 County Manager'S Recommended Community Services Budget

Paul Sikorski, Budget Manager, Budget Office, and Madeline Kastler, Deputy Director, Social Services presented on this item and stood for questions. This item was on the agenda for informational purposes only. No

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staff direction was given by Committee members.

Community Services Directors Report

Marti Fischbach, Division Director, informed the Board that the number of visitors to the Northern Service Center or the Western Service Center has declined now that the election is over. The total number of visitors in September was approximately 3300 and in November it was 2900 compared to 4700 in October at the height of election season.

Ms. Fischbach introduced the new Employment and Economic Assistance Director, Nadir Abdi. He has 15 years of experience working with employment services in Ohio and is committed to community engagement.

Last, Ms. Fischbach thanked Commissioners Egan and Gerlach for their years of service and commitment to Dakota County.

Adjournment

On a motion by Commissioner Kathleen A. Gaylord, seconded by Commissioner Thomas A. Egan, the meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Colleen Collette, Administrative Coordinator
Community Services Division

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Authorization To Execute Contract With YMCA Of The Greater Twin Cities For Drop-In Child Care Services

Meeting Date: 1/12/2021
 Item Type: Consent-Action
 Division: Community Services
 Department: Employment and Economic Assistance
 Contact: Fischbach, Marti
 Contact Phone: (651) 554-5618
 Prepared by: Miller, Tiffinie

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: Excellence in public service
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Authorize execution of a contract with the YMCA of the Greater Twin Cities (YMCA) for drop-in child care services.

SUMMARY

The Community Services Division has provided drop-in child care services at the Northern Service Center for many years to assist Dakota County customers accessing services. The drop-in child care center has been viewed as a valuable service and support for families with children from six weeks to 12 years old to allow them to participate in public assistance programs and other needs. The center serves a maximum for fourteen children, less if dictated by the needs of the children present. YMCA staff must observe approved policies and procedures in accepting and releasing children from care in a safe, developmentally appropriate manner that provides a positive experience for children while at the Center.

By Resolution No. 15-558 (November 17, 2015), the County Board authorized execution of a contract with the YMCA for the period of January 1, 2016 through December 31, 2016, for the provision of drop-in child care.

The Dakota County Community Services Division issued a Request for Proposal (RFP) on September 19, 2016, for the purchase of drop-in child care services. The RFP was posted on the Dakota County external home page and notice was posted on the Minnesota State Register. One proposal was received in response to the RFP. A team comprised of multidisciplinary County Staff reviewed the proposal and recommended the contract be awarded to the YMCA for drop-in child care services (Attachment A).

By Resolution No. 16-599 (November 29, 2016), the County Board authorized execution of a contract with the YMCA for the period of January 1, 2017 through December 31, 2017, for the provision of drop-in child care services in the amount of \$71,816. The contract was amended to provide coverage over the lunch hour increasing the contracted amount to \$78,567. Before the amendment, the child care center was closed over lunch hour.

By Resolution No. 17-573 (November 14, 2017), the County Board authorized execution of a contract with the YMCA for the period of January 1, 2018 through December 31, 2020, for the provision of the drop-in child care services, in a not to exceed amount of \$239,237.

OUTCOMES

The YMCA drop-in child care service has not been in operation due to COVID-19.

RECOMMENDATION

Staff recommends executing a contract with YMCA in a not to exceed amount of \$159,491 for the period of January 1, 2021 through December 31, 2022.

EXPLANATION OF FISCAL/FTE IMPACTS

Sufficient funding is included in the 2021 Employment and Economic Assistance Adopted Budget to fund this contract. This YMCA contract is funded by 50 percent County levy and 50 percent federal sources. The contract will 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 amount due.

Supporting Documents:

Attachment A: Solicitation Summary

Previous Board Action(s):

15-588; 11/17/15

16-599; 11/29/16

17-573; 11/14/17

RESOLUTION

WHEREAS, the Community Service Division has provided drop-in child care services at the Northern Service Center for many years to assist Dakota County customers accessing services; and

WHEREAS, by Resolution No. 15-588 (November 17, 2015), the County Board authorized execution of a contract with the YMCA of the Greater Twin Cities (YMCA) for the period of January 1, 2016 through December 31, 2016, for the provision of drop-in child care services; and

WHEREAS, the Dakota County Services Division issued a Request for Proposal (RFP) on September 19, 2016, and one proposal was received in response to the RFP; and

WHEREAS, a team comprised of multidisciplinary County staff reviewed the proposal and recommended the contract be awarded to the YMCA for drop-in child care services; and

WHEREAS, by Resolution No. 16-599 (November 29, 2016), the County Board authorized execution of a contract with the YMCA for the period of January 1, 2017 through December 31, 2017, for the provision of drop-in child care services; and

WHEREAS, by Resolution No. 17-573 (November 14, 2017), the County Board authorized execution of a contract with the YMCA for the period of January 1, 2018 through December 31, 2020, for the provision of drop-in child care services; and

WHEREAS, YMCA staff must observe approved policies and procedures in accepting and releasing children for care, explaining policies and procedures to parents or guardians regarding use of the services, and caring for children in a safe, developmentally appropriate manner that provides a positive experience for children while at the Center; and

WHEREAS, staff recommends executing a contract with the YMCA in a not to exceed amount of \$159,491 for the period of January 1, 2021 through December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with the YMCA of the Greater Twin Cities for drop-in child care services in a not to exceed amount of \$159,491 for the period of January 1, 2021 through December 31, 2022, to be reimbursed at a rate of \$6,645.46 per month, totaling the respective contract amount, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, within the amount budgeted, to alter the number and types clients served, type of services provided, contract amount, and 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 amount authorized for the period of January 1, 2021 through December 31, 2022, shall be increased by the inflation rate used in the Dakota County budget process as authorized by the Dakota County Board of Commissioners effective January 1 of each year as applicable.

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

Solicitation Summary: Drop-In Childcare Services**Number of Proposals Received:** 1**Date of Solicitation:** September 2016**Review Team Agencies:** Economic and Employment Assistance department**Services Description:**

Dakota County by and through its Economic and Employment Assistance issued a Request of Proposal (RFP) regarding Drop-In Childcare Services. The purpose of this solicitation was to seek an on-site unlicensed drop-in childcare service. Dakota County provides drop-in childcare services at the Dakota County Northern Service Center (NSC).

Primary Deliverables:

- Provide drop-in childcare services for families with children from 0-12 years of age, who access services at the Dakota County Northern Service Center (NSC) with in hours of operation.
- Serve families participating in public assistance programs; others being served at the Northern Service Center (NSC) have the ability to use the center if space is available.
- Serves a maximum of 14 children, less dictated by the needs of the children present.
- Provide 2 childcare staff at all times of operation, with at least one staff working in the program must have education and experience in childcare and development consistent with being teacher-qualified under Minnesota Rules 9503.0032 or assistance teacher-qualified under Minnesota Rules 9503.0033
- Ensure all staff working in drop-in childcare program meet expected requirements.

Solicitation Selection Criteria:

The review panel reviewed the proposal received for the following criteria:

- Ability to provide childcare services, including but not limited to programs consistent with the child's development and age appropriate activities, policies and procedures regarding the care of children.
- Understanding of applicable Minnesota Statutes and Rules governing the provision of Drop-in Childcare Services, including but not limited to Minnesota Rules 9503.0032 or assistant teacher-qualified under Minnesota Rules 9503.0033, and Minnesota Statute section 245A. 145.
- Ability and process for admitting children to be cared for in the childcare center, including the types of security measures in place to ensure the safety of all children under care.
- Ability to train staff and understanding of requirements of childcare services (i.e. First Aid, CPR, risk reduction, background checks, safety standards, etc)..

Evaluation Results:

The review panel was pleased with the response from The YMCA of the Greater Twin Cities. Their proposal adequately addressed the selection criteria.

Rationale of Recommended Vendor:

As only one response was received, the review panel had to determine if that potential provider had the skills necessary to partner with us on this service model. The project team believed that to be the case and is now moving forward with this vendor (The YMCA of the Greater Twin Cities).

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Authorization To Execute Lease Agreement Between Dakota County And Hastings Family Service For Office Space

Meeting Date: 1/12/2021
 Item Type: Consent-Action
 Division: Community Services
 Department: Employment and Economic Assistance
 Contact: Fischbach, Marti
 Contact Phone: (651) 554-5618
 Prepared by: Miller, Tiffinie

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: Excellence in public service
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Authorize execution of a lease agreement between Dakota County and Hastings Family Services for office space located at 301 2nd Street East, Hastings, MN 55033.

SUMMARY

By Resolution No. 18-485, (September 18, 2018), the Dakota County Board of Commissioners must approve all leases. Since 2013, Dakota County's Department of Employment and Economic Assistance (E&EA) provides public assistance enrollment and related services at Hastings Family Service. The service originated from the MNsure Partners Grant received from October 2013 through September 2014.

In 2015, Dakota County's E&EA modified their service model to increase client access by relocating existing staff resources, which in part involved expanding services to allow access to all public assistance programs to Hastings residents. The full-time Dakota County staff presence service model has provided expanded services for public assistance applications, enrollment and case management related services for all public assistance programs.

By Resolution No. 17- 632 (December 12, 2017), the Dakota County Board of Commissioners authorized the execution of a lease agreement with Hastings Family Service for office space located at 301 2nd Street East, Hastings, MN 55033, for the period of January 1, 2018 through December 31, 2020. The lease agreement involved approximately 100 square feet of space, included rental rates that remained unchanged during the duration of the lease, and was consistent with the County's interest in providing public assistance related services.

Dakota County Facilities Management, along with E&EA staff and Hastings Family Service, have agreed to and recommend continuing the lease with the terms outlined below for the period of January 1, 2021 through December 31, 2023.

January 1, 2021 through December 31, 2021	The rental rate is consistent with the County leases and market conditions. This will result in a payment of \$203 per month. For 12 calendar months, the total is \$2,436.
January 1, 2022 through December 31, 2022	The rental rate remains the same as the previous year should both parties agree to continue the automatically renewing lease arrangement. For 12 calendar months, the total is \$2,436.
January 1, 2023 through December 31, 2023	The renewal rate remains the same as the previous year should both parties agree to continue the automatically renewing lease arrangement. For 12 calendar months, the total is \$2,436.

RECOMMENDATION

Staff recommends authorization to execute a lease agreement with Hastings Family Service for office space to use approximately 100 square feet of space to provide expanded public assistance related services at the rental rates outlined in the Resolution for the period of January 1, 2021 through December 31, 2023.

EXPLANATION OF FISCAL/FTE IMPACTS

The lease expenses are included in the 2021 E&EA Adopted Budget. The rental rates will remain unchanged during the duration of the lease. The lease agreement will contain a provision that allows the County to immediately terminate the agreement in the event sufficient funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amount due.

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

18-485; 9/18/18

17-632; 12/12/17

RESOLUTION

WHEREAS, by Resolution No. 18-485 (September 18, 2018), the Dakota County Board must approve all leases; and

WHEREAS, in 2015, Dakota Count's Department of Employment and Economic Assistance (E&EA) modified their service model to increase client access by relocating existing staff resources, which in part involved expanding services to allow access to all public assistance programs to Hastings residents; and

WHEREAS, by Resolution No. 17-632 (December 12, 2017), the Dakota County Board of Commissioners authorized the execution of a lease agreement with Hastings Family Service for office space located at 301 2nd Street East, Hastings, MN 55033; and

WHEREAS, the lease agreement involved approximately 100 square feet of space, included rental rates that remained unchanged during the duration of the lease, and was consistent with the County's interest in providing public assistance related services; and

WHEREAS, Dakota County Facilities Management, along with E&EA staff and Hastings Family Service, have agreed to the new lease terms; and

WHEREAS, the rental rates will remain unchanged during the duration of the lease; and

WHEREAS, the County Board continues to find that the lease is consistent with the County's interest in providing public assistance related services.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to continue a lease agreement with Hastings Family Service for the office space located at 301 2nd Street East, Hastings, MN 55033, according to the following rental rates, subject to approval by the County Attorney's Office as to form:

January 1, 2021 through December 31, 2021	\$2,436 per term, or \$203 per month
January 1, 2022 through December 31, 2022	\$2,436 per term, or \$203 per month
January 1, 2023 through December 31, 2032	\$2,436 per term, or \$203 per month

; and

BE IT FURTHER RESOLVED, That the agreement shall contain a provision that allows the County to immediately terminate the agreement in the event sufficient funds from county, state, or federal sources are not appropriate at a level sufficient to allow payment of the amount 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

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Authorization To Execute Contract Amendment With Eagan Child And Family Clinic, dba Dakota Child And Family Clinic, For COVID-19 Testing

Meeting Date: 1/12/2021
 Item Type: Consent-Action
 Division: Community Services
 Department: Public Health
 Contact: Brueshoff, Bonnie
 Contact Phone: (651) 554-6103
 Prepared by: Carder, Erin

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: A great place to live
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Authorize execution of a contract amendment with Eagan Child and Family Clinic, dba Dakota Child and Family Clinic (DCFC), for COVID-19 testing.

SUMMARY

In June 2020, Dakota County Public Health (PH) began researching clinics who would be able and willing to provide COVID-19 testing. PH surveyed 48 clinics, received responses, including interest, ability, types of tests, processes and pricing, and selected the clinic to partner with to provide testing.

By Resolution No. 20-344 (July 14, 2020), the County Board authorized a contract with DCFC to conduct COVID-19 testing via a nasal swab in a not to exceed contract amount of \$150,000 for the period beginning upon execution of the contract through December 1, 2020.

By Resolution No. 20-453 (September 22, 2020), the County Board authorized an amendment to the DCFC contract to provide additional funds in the amount of \$30,000 to cover DCFC costs associated with providing the clinics in inclement weather, including rental of tents, generators, lights and heaters. The Emergency Management Preparedness Grant COVID-19 Supplemental Grant (EMPG-S) covered this additional cost.

In November 2020, PH entered into a second contract with DCFC to provide additional COVID-19 clinics in a not to exceed contract amount of \$100,000 for the period beginning upon execution of the contract through January 30, 2021.

PH and DCFC agree that additional testing clinics will need to take place beyond January 2021. Staff recommends a contract amendment to increase the contract by an additional \$100,000 for a total not to exceed contract amount of \$200,000 for the period beginning upon execution of the amendment through March 31, 2021.

OUTCOMES

See Attachment A for Outcomes for the period of August – November 2020.

RECOMMENDATION

Staff recommends authorization to execute a contract amendment for \$100,000 with DCFC, to conduct COVID-19 testing, in a not to exceed contract amount of \$200,000 for the period beginning upon execution of the contract amendment through March 31, 2021.

EXPLANATION OF FISCAL/FTE IMPACTS

The funding has no associated County cost as this is included in the 2020 and 2021 Public Health Budget. The contract contains 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 amount(s) due. Any unspent funds from 2020 will be carried over to the 2021 budget.

Supporting Documents:
Attachment A: Outcomes

Previous Board Action(s):
20-344; 7/14/20
20-453; 9/22/20

RESOLUTION

WHEREAS, in June 2020, Dakota County Public Health (PH) surveyed 48 medical clinics within Dakota County to determine criteria, capability, capacity and interest, and costs associated with COVID-19 testing; and

WHEREAS, by Resolution No. 20-344 (July 14, 2020), the County Board authorized executing a contract with DCFC to conduct COVID-19 testing via a nasal swab in a not to exceed contract amount of \$150,000 for the period beginning upon execution of the contract through December 1, 2020; and

WHEREAS, by Resolution No. 20-453 (September 22, 2020), the County Board authorized executing a contract amendment with DCFC to cover costs of the rental, delivery set-up, and take-down in the amount of \$30,000; and

WHEREAS, the County reimbursed DCFC for the rental costs, funded from the Emergency Management Preparedness Grant Covid-19 Supplemental Grant (EMPG-S); and

WHEREAS, the County Board has determined COVID-19 testing is a necessary and reasonable response to the COVID-19 pandemic, and therefore, executed a new contract with DCFC using PH budget in the amount of \$100,000 for the period beginning upon execution of the contract through January 30, 2021; and

WHEREAS, PH and DCFC agree that the need for additional clinics will need to take place; and

WHEREAS, staff recommends a contract amendment to increase the contract by an additional \$100,000 for a total not to exceed contract amount of \$200,000 for the period beginning upon execution of the amendment through March 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract amendment with Eagan Child and Family Clinic, dba Dakota Child and Family Clinic, to conduct COVID-19 testing via a nasal swab, in a not to exceed contract amount of \$200,000, for the period beginning upon execution of the contract through March 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 amend said contract(s), 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 in the event that funds from county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due; 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.

County Manager's Comments:

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

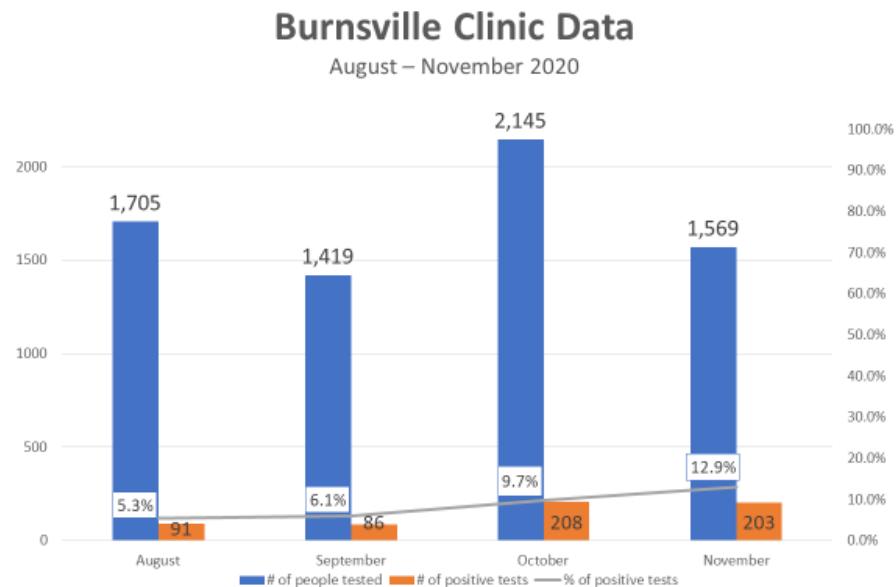
Reviewed by (if required):

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



County Manager

Outcomes



How much?

- From August 2020 – November 2020, 49 clinics were held with a total of 6,838 tests administered. The total number of positive tests during this period was 588 with an average test positivity rate of 8.6% with a noted increase each month.

How well did we do it?

- Dakota County staff and clinic staff worked together to provide excellent logistical support for this coordinated testing effort and clinic staff plan to continue this method in the next phase as this proved to be a safe and effective way to test. Lab results were timely and those tested received the results within 48-72 hours of testing.

Is anyone better off?

- Ninety-nine percent of those tested reported their testing experience as either “Good” or “Excellent” on a post-testing survey.

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE**Authorization To Respond To Request For Assessment Of Need/Letter Of Support From Nystrom & Associates, Ltd.**

Meeting Date: 1/12/2021
 Item Type: Consent-Action
 Division: Community Services
 Department: Social Services
 Contact: Henspeter, Evan
 Contact Phone: (651) 554-6344
 Prepared by: Schug, Emily

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: Excellence in public service
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Authorize staff to provide a letter to the Minnesota Department of Human Services (DHS) supporting the need for an outpatient 245G counseling program in response to the request from Nystrom & Associates, Ltd.

SUMMARY

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 to DHS for licensing.

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 DHS Commissioners that either supports or does not support the need for the applicant's program.

On December 8, 2020, Dakota County received a request from Kevin Evenson, Director of Substance Use Disorder Treatment Services at Nystrom & Associates, Ltd., requesting that Dakota County provide a written statement that supports the need for the program (Attachment A). The letter requests support for a location to provide an outpatient 245G counseling program in Dakota County.

In response to the request, Dakota County staff reviewed the results of the County's local needs assessment, including data showing the need for outpatient 245G counseling programs in Dakota County, which supports a need for the type of programming that Nystrom & Associates, Ltd., is providing and will continue to provide at their location in Dakota County.

Dakota County is not taking any position about Nystrom & Associates, Ltd.'s qualifications or ability to meet identified needs. The letter of need will be sent to DHS as DHS processes the license applications for chemical dependency services.

RECOMMENDATION

If authorized, staff will send a letter to DHS stating Dakota County supports the need for an outpatient 245G counseling program in Dakota County, as proposed by Nystrom & Associated, Ltd.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment A: Letter from Nystrom & Associates, Ltd.

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

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) Commissioner that either supports or does not support the need for the applicant's program; and

WHEREAS, on December 8, 2020, Dakota County received a request from Kevin Evenson, Director of Substance Use Disorder Treatment Services at Nystrom & Associates, Ltd., 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 Nystrom & Associates, Ltd.'s qualifications or ability to meet the identified needs; and

WHEREAS, DHS will process Nystrom & Associates, Ltd.'s request for a license to provide outpatient 245G counseling programs 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 an outpatient 245G counseling program in Dakota County as proposed by Nystrom & Associates, Ltd."

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

Nystrom & Associates, Ltd.

Brighton Professional Building
1900 Silver Lake Road, Suite 110
New Brighton, MN 55112
www.nystromcounseling.com
(651) 628-9566 Fax (651) 628-0411

December 8, 2020

Evan Henspeter
Dakota County Social Services Director
1590 Hwy 55, Hastings MN 55033
Evan.Henspeter@Co.Dakota.MN.US

Dear Evan Henspeter,

Nystrom & Associates, Ltd. is requesting a letter of need from Dakota County in adherence to Minnesota Rule 9530.6660. We would like to open an outpatient 245G counseling program at 17685 Juniper Path, Suite 301, Lakeville, MN 55044. We will be providing substance use disorder treatment services for adults and adolescents who have co-occurring disorders. The services we plan to deliver include Rule 25 assessments, treatment coordination, comprehensive assessments, group therapy, psychoeducational groups, individual counseling, peer recovery support, and outpatient milieu. Our program would also have a family component. We would be providing outpatient programming at the American Society of Addiction Medicine (ASAM) Levels 0.5, 1.0, and 2.1.

Our facility can provide additional resources for our clients such as nutrition services, mental health therapy, psychiatry, psychological testing, and numerous other services. Our substance use disorder clients with co-occurring disorders will get a holistic treatment plan addressing a majority of their needs in one location.

Lakeville, Minnesota is located in Dakota County and covers 38 square miles of land. The population of the city is 56,000 people. Dakota County covers 587 square miles and its population is 398,552 people. The Department of Human Services has stated Substance Use Disorders affect 10% of the nation's individuals and that puts over 39,000 individuals in Dakota County having a substance use disorder. The Department of Human Services (DHS) and Substance Abuse and Mental Health Services Administration (SAMHSA) has also stated only 10% of these individuals are getting the necessary services they need to move this disease into remission. That leaves 90% of these individuals untreated.

From information garnered from the internet, it appears that Lakeville has a couple of providers of SUD outpatient services operating in Lakeville including Life Development Resources, who has two licenses according to DHS licensing.

Our current programs are all operating at either capacity or near capacity. We would like to make our programs more accessible to those individuals in this area of the state. Our experience in treating individuals with substance use disorders and mental health issues is central to our mission and we have a proven track record in treating both disorders.

Nystrom & Associates, Ltd.

Brighton Professional Building
1900 Silver Lake Road, Suite 110
New Brighton, MN 55112
www.nystromcounseling.com
(651) 628-9566 Fax (651) 628-0411

Research shows that 50% of clients entering into a SUD program will not be successful in their first attempt at recovery. Individuals benefit from being in a program that offers an array of services. Sometimes exposure to the same knowledge, but from a different perspective, makes all the difference in the world. Individuals suffering from a substance use disorder usually have a small window for engagement in service before motivation deteriorates. I believe we can help those individuals get into service promptly to help them into a life in recovery. We would work collaboratively with local providers and the county in hopes of developing a full spectrum of services for those suffering from substance use disorders.

Statewide DAANES report run for 1/1/20 to 6/30/20 shows that 60% of the state's population entering services for a Substance Use Disorder needs additional services for mental illness. Our facility will include mental health counseling to address these needs in an integrated fashion. Adding these mental health services aligns with State SUD Reform moving from episodic attempts at treatment to a longitudinal approach between levels of service. Providers will be increasing and decreasing the client's level of service based on severity of symptoms, and will continue working with clients for the necessary period like a primary care physician does. Our organization will engage with clients over the long term to ensure they have the services they need to live productive lives in remission from this disease.

I would expect to receive the following number of referrals: from Rule 25 Assessors 25, Direct access 25, Courts 5, Child Protection Services 10, Jails 10, Churches 10, Employee Assistance Programs 15, Self-referrals 10, Residential Programs 50, Mental Health Professionals 25, Primary Care 20, Tribes 5, Probation 15, and Department of Public Safety 20. While this is more than likely not an all-inclusive list, I believe it is a pretty good estimate for the first year. Our facility will allow us to increase capacity and grow with increasing demand for services.

There is an epidemic afflicting our states residents, it is substance use disorders. According to the Center for Disease Control, deaths resulting from this epidemic are still rising and more treatment programs are needed to offer services to those in need.

I hope you will be able to approve our request for this letter of need. Should you require more information from me, please email me at the email address below or call me at 218-289-4703.

Thank you.

Sincerely,

Kevin J. Evenson, Director of Substance Use Disorder Treatment Services
1900 Silver Lake Road, Suite 110, New Brighten, MN 55112
KEvenson@nystromcounseling.com

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE**Health And Human Services Modernization Update**

Meeting Date: 1/12/2021
 Item Type: Regular-Information
 Division: Community Services
 Department: Community Services Administration
 Contact: Fischbach, Marti
 Contact Phone: (651) 554-5618
 Prepared by: Collette, Colleen

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: A great place to live
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Receive an update on Health and Human Services Modernization.

SUMMARY

The objective of this presentation is to provide the Dakota County Board of Commissioners with a brief overview and status on the state-wide Human Services Modernization program and Dakota County's engagement with this work.

Minnesota is one of a few states nationwide whose public human services programs are state supervised and county administered. This administrative environment, along with complex program requirements, have resulted in a highly siloed, administratively burdensome, and often duplicative human services delivery system. These overarching service delivery issues, along with aging technology systems and significant disparities in outcomes, have led to the effort to modernize human services.

Initially, the emphasis was on replacing highly antiquated state legacy systems that provide eligibility and case management support. While system replacement is still a high priority, the focus has evolved within the last several years to also include how new technology and processes support more person-centered and community-based practice models. This updated focus for Modernization recognizes that practice models, as well as technology supports, are essential to improving outcomes.

The Department of Human Services, counties, tribes, and other stakeholders drafted a strategic plan in 2018 to reflect the more holistic Modernization objectives (Attachment A). The presentation will cover:

- Highlights of the Modernization Strategic Plan
- Key objectives
- Progress and challenges
- Dakota County engagement

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment A: Modernization Strategic Plan

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

Modernization Strategic Plan — 2019-2024

A collaborative effort between counties, Tribal Nations, DHS, and MNIT@DHS to change the way we deliver human services through integrated service delivery, supported by technology.

The Modernization Strategic Plan Context

A collaborative plan

The Modernization Strategic Plan is a joint effort by counties, Tribal Nations, DHS, and MNIT@DHS (“the collaborative”). All of these groups are working to change the way we deliver human services through integration. The collaborative will use business and technology resources to support improved results and reduce disparities.

It should be noted that the DHS Office of Indian Policy is actively working to build relationships with Tribal Nations around Modernization. The involvement and level of shared ownership in this strategic plan will be determined in partnership with Tribal Nations over time. Because Tribal Nations are a critical partner in the human services system in Minnesota, they are included in this document.

Plan overview

This document provides background information about the key points that drive Modernization. It summarizes how equity is built into Modernization, and it lays out the expected results at a high level.

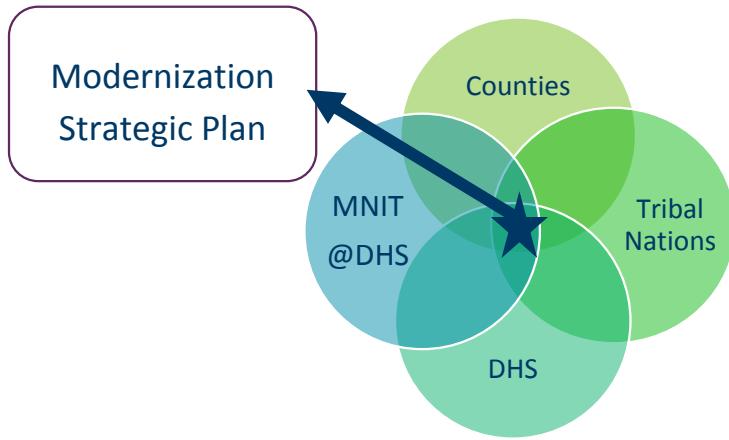
The following strategic plan outlines the collaborative’s (counties, Tribal Nations, DHS, MNIT@DHS) three key initiatives engage, redesign, and align — with matching goals and strategies. This plan includes the vision for the overall Modernization work, as well as integrated services business model (ISBM) and other modernization efforts like addressing aging technology systems.

Ownership and alignment

There are many planning efforts underway across the human services system that may intersect with the Modernization Strategic Plan. The Modernization Strategic Plan is unique in that it is owned by the collaborative and is overseen by the Enterprise Architecture Board (EAB). The EAB intends the strategic plan to be a living document that’s continually inspired by community and partner feedback. The partnership will use the Modernization Strategic Plan as a north star to guide decision-making and align Modernization at all levels.

The diagram below bridges the concepts of ownership and alignment:

- It shows the shared ownership of the Modernization Strategic Plan between counties, Tribal Nations, DHS, and MNIT.
- Each of these entities may have their own strategic plan (or plans, as is true in DHS) that may intersect with and support the work of the Modernization Strategic Plan.



The Modernization Strategic Plan was designed to complement and align with the DHS Agency Strategic Plan. Both plans are critical and serve distinctly different purposes:

- The DHS Agency Strategic Plan is focused on transforming DHS as an organization to benefit the people we serve.
- The Modernization Strategic Plan is focused on the collaborative's power to create an integrated human services delivery system supported by technology.

These two plans will move forward together in coordination and alignment, alongside other efforts from the collaborative that may further modernization efforts.

Key Drivers for Modernization

Minnesota is shifting rapidly in many areas such as demographics, social structures, technology, and economics, which directly impacts our state's health and wellbeing. These broad changes are driving the human services system in Minnesota to enhance the effectiveness and value of our work for the people we serve. By collaborating differently across agencies, human services system partners and communities, we can creatively generate new solutions to old problems. Modernization seeks to transform the human services system from siloed programs and antiquated technology focused on outputs to a person-centered business model, leveraging integrated services and technology to support community-wide change and improve equitable and sustainable outcomes.

Modernization strives to enhance the human services system in Minnesota in a range of capacities:

- Ensures that business and technology redesign is guided by involving individuals and families in need of services.
- Supports a future where all Minnesotans receive person-centered, community-based services that are designed to improve equitable results.
- Streamlines service access and creates connections with community resources that capture the full range of Minnesotans' needs and experiences.
- Creates a person-centered user experience for individuals and families receiving services.

- Puts individuals, families, and authorized individuals in the driver's seat to decide how their information is shared while protecting data privacy.
- Fosters teamwork and shared ownership between DHS, local human services agencies, Tribal Nations, and other human services system partners to create an improved and unified human services system to better serve Minnesotans.
- Provides a bridge for collaboration between all the organizations and partners involved in the human services system.
- Improves the ability to work across organizations, people, and programs to achieve an overall shared vision for service delivery transformation that includes the diverse and unique needs of the people we serve.
- Builds a flexible and innovative statewide human services system that aligns service delivery at the state, county and Tribal Nation levels.
- Provides greater ability to use data to improve case management, coordinate service delivery, conduct performance evaluation, and communicate clearly across the human services system locally and statewide.
- Enhances the ability to ensure that public funds are spent effectively by using modern technology to deliver public assistance programs.
- Necessitated by the human services system's reliance on aging and fragmented technology systems.

Modernization Outcomes

In August 2018, EAB clarified the expected results for groups impacted by modernization as described below.

The people we serve

- Have more choice and greater control over their services.
- Only need to tell their story once and can expect coordination across the system.
- Have greater access to self-service options when it's appropriate and if they want it.
- Experience a simplified human services system that proactively addresses individual and family needs outlined in the Social Determinants of Health and Well-Being.

People who work in the human services system

- Understand and support that modernization isn't just about updating technology – it's about changing program design and service delivery to improve individual and community results.
- Have the best tools and support to meet the needs of the individuals they serve.
- Use modernization and a person-centered equity lens to change the way we talk about and do our work.
- See how their work fits into an aligned human services system that balances centralized accountability with regional flexibility.

Communities across Minnesota

- Experience greater health and wellbeing.
- See reduced disparities in results.

- Notice a more efficient use of human services resources, where the needs of individuals are met more proactively using a person-centered approach.

Modernization through an Equity Lens

The Case for Equity

Individuals and communities within our larger society need the opportunity to own their present and future. Integrated services are a crucial part in helping Minnesotans thrive. That means equity is both a means to the success of quality service delivery and an end that benefits us all. The DHS Policy on Equity promotes intentional evaluation of our system's policies, practices, and procedures. Even if they have the appearance of fairness, policies, practice, and procedures may create unintended outcomes that leave some out and continue disparities. Minnesota's demographics are changing rapidly and broadly, resulting in a rich diversity of races, ethnicities, languages, and abilities. Advancing equity this way requires that we understand historical context and make an active investment in transforming social structures and practices over time. This ensures every Minnesotan has the opportunities and support they need to reach their full potential.

Using an Equity Lens

Equitable modernization efforts change inequitable structures and transform the underlying power dynamics, narratives, and histories that built and enabled these structures to thrive. Considering an equity lens is essential to avoid efforts that re-establish or replace one systemic inequity with another. Using an equity lens helps people understand how race, ethnicity, gender, sexuality, culture, class, religion, spirituality, wealth, abilities, and inequities affect and shape our systems.

Equitable modernization is a process that happens constantly and:

1. Maps out the forces and linkages that connect structures, culture, institutions, and individuals.
2. Promotes and influences patterns.
3. Connects patterns to learning and applications that foster a healthy system.

The Framework is:

- **Rooted in a collaborative person-centered approach:** efforts line up with a clear vision for change that recognizes the unique, individual needs of everyone in the system. The effort should repair, restore, and cultivate relationships and connections of those we serve.
- **Establishes authentic community engagement:** efforts redistribute and rebalance power. Communities are a part of decision-making rather than simply informed about decisions made. This includes providing communities with the training and information they need to make decisions that serve them.
- **Shifts the role of power from reinforcing systems of injustice to transforming them:** approach is grounded in an understanding of how established systems and structures perpetuate inequity. Examine who and what has power and how we build, redistribute and share power to transform and prevent inequities from resurfacing.
- **Addresses both the internal and human condition and the human services system to advance efforts:** approach establishes a collaboration that will advance equitable results.

The Modernization Strategic Plan

A collaborative effort between counties, Tribal Nations, DHS, and MNIT@DHS to change the way we deliver human services through integrated service delivery, supported by technology.

Vision Statement

All Minnesotans, from the people who access services to the workers who assist them, will have access to a full range of integrated, person-centered human services that are supported by comprehensive, sustainable technology.

Key Initiatives

Engage

Leverage the collaborative's expertise and work with human services system partners, along with communities experiencing disparities, to build an inclusive, accessible human services delivery system.

Redesign

Center the human services system on the people we serve through business and technology transformation.

Align

Move forward together to align people, structures, and resources around the strategic vision for modernization.

Key Initiative: Engage

Leverage the collaborative's expertise and work with human services system partners, along with communities experiencing disparities, to build an inclusive, accessible human services delivery system.

Goal 1: Authentically engage with the people we serve and human services system partners to incorporate their input at every stage of planning, development, and implementation.

Strategies

- a) Use human-centered design principles to authentically engage with communities experiencing disparities, working toward including the people we serve at every stage of planning, implementation, and decision-making.
- b) Collaborate with human services system partners to incorporate their needs and understand the potential impacts of changes related to integrated service delivery.

Goal 2: Ensure equitable and person-centered service delivery transformation across Minnesota by fostering an engaged and innovative collaborative between DHS, counties, MNIT, and Tribal Nations.

Strategies

- a) Build capacity and buy-in for the collaborative, from leaders to front-line staff, to apply the equity lens for Modernization in human services transformation efforts.
- b) Strategically redesign traditional roles, and responsibilities in the current collaborative to support innovative, flexible, and equitable approaches to integrated service delivery.

Key Initiative: Redesign

Center the human services system on the people we serve through business and technology transformation.

Goal 1: Re-envision the human services system, guided by the social determinants of health and wellbeing, so that people served can choose and receive help in the manner that best meets their individual needs.

Strategies

- a) Implement and dedicate resources, both financial and personnel, to the Integrated Services Business Model (ISBM).
- b) Ensure processes necessary to deliver services (such as payments, prior authorizations, etc.) to Minnesota residents are in place and support the collaborative's vision of person-centered service delivery through an equity lens.

Goal 2: Leverage data and technology as a strategic asset to enhance integrated service delivery.

Strategies

- a) Enhance integrated service delivery with a focus on interoperability and reusability (i.e. service-oriented architecture).
- b) Design and resource an incubation space for the collaborative and human services system partners to develop, pilot, evaluate, and scale innovative ideas.

Key Initiative: Align

Move forward together to align people, structures, and resources around the strategic vision for modernization.

Goal 1: Align resourcing to achieve the strategic vision of modernization.

Strategies

- a) Re-envision the resourcing model(s) and prioritization process for modernization business and technology projects, guided by the Modernization Strategic Plan.
- b) Align decision-making to support emerging and existing technologies and applications.

Goal 2: Support organizational change, communications, and evaluation efforts to enhance the process of human services system modernization.

Strategies

- a) Develop a cultural and organizational change management practice and communications plans to prepare the collaborative, human services system partners, and the people we serve for changes related to modernization.
- b) Evaluate modernization efforts and act on learnings to support continuous improvement and determine the impact of changes on the human services system, communities experiencing inequities, and for the people we serve.

Equity Lens Tools

As the human services system moves forward with this transformation, the following frameworks work together to make up the equity lens that guides our work. Actively applying these combined frameworks as an equity lens will be a catalyst for the partnership to achieve the vision of integrated services.

Equity analysis and community engagement¹

- Communities experiencing inequities will be engaged through the planning, program development, budgeting, program evaluation and decision-making process.
- An equity analysis will be conducted for both business and technology change efforts to determine the impact on the people we serve.

The Social Determinants of Health and Wellbeing

- A framework focused on identifying and addressing the full range of root causes of inequities. This includes understanding the connectivity between root causes, and the need for an upstream, prevention-oriented service system that addresses racial and other inequities.
- Use to measure progress on individual and community-level outcomes over time, evaluate service system opportunities, and enhance collective impact.

Person-centered, whole-family approach

- System redesign will use person-centered design principles and be driven by front-line staff and consumer preferences, experiences, and values.
- Individuals can make informed choices, meet their needs, and achieve their goals. Service, policy and system redesign efforts will leverage multi-generational, whole-family, integrated service delivery approaches which are critical to advancing and accelerating social and economic mobility.

The Human Services Value Curve

- Through modernization efforts, the human services system in Minnesota will move toward a generative business model, with a focus on building healthy communities by co-creating community solutions for multi-dimensional family and socioeconomic challenges and opportunities.
- As investments in system redesign and modernization are prioritized, they can be evaluated against the Human Services Value Curve and how they move the system toward a generative business model.

¹ References DHS' Policy on Equity

Draft Measurement Framework

The partnership drafted success measures for each goal included in the Modernization Strategic Plan. These draft success measures are listed below, and will be further developed as part of a comprehensive evaluation plan and measurement framework (see Align, Goal 2 Strategy B).

Engage:

Goal 1 – Success measures

- Authentically engage diverse communities and human services system partners in X% of counties or projects in transformation work.
- X% of service system partners feel they have a shared purpose on the Social Determinant of Health and Wellbeing outcomes framework.

Goal 2 – Success measures

- X% of partners understand and apply an equity lens to their work in human services transformation efforts.
- X% of staff engaged in governance feel their involvement makes a meaningful difference in transforming human services.
- X% of partner engagement satisfaction on projects of interest.

Redesign

Goal 1 – Success measures

- Submit a program simplification policy and budget proposal based on identified opportunities through implementation of the ISBM and social determinants of health and wellbeing.
- Develop and pilot a proof of concept of a simplified statewide screening, referral and eligibility tool using the social determinants of health and wellbeing.

Goal 2 – Success measures

- Develop and pilot a proof of concept for a statewide data interoperability and sharing approach. The proof of concept should include at least three prototypes of innovative service system data uses that support an integrated services business model.
- X% of business and technology projects demonstrate an increase in accountability, efficiency and/or flexibility.

Align

Goal 1 – Success measures

- X% of technology and business resources invested directly support integrated service delivery for the state and counties.
- X% of technology and business projects leverage agile human centered design approaches

Goal 2- Success measures

- Measures TBD

Modernization Strategic Plan key terms and definitions

Some terms used in the Modernization Strategic Plan have varied meanings and different implications to different people or sectors. Within the context of Modernization, these definitions are what those terms mean.

Term	Definition
Accessible (accessibility)	<p>Can be reached, used, seen or understood by everyone.</p> <p>DHS is responsible for ensuring compliance with local, state and federal nondiscrimination laws and regulations in employment and human services delivery. DHS must ensure public access to information about programs to related public and private entities that monitor or are involved with the department's operations. Federal and state statutes, regulations, and rules require that state and county entities notify the public that their written materials are available in accessible formats to individuals with disabilities.</p> <p>(ISBM Definition)</p>
Authentic community engagement	<p>Consistent and persistent engagement with an entire community for the purpose of establishing a foundation of partnership, trust and empowerment. (LISC, 2016)</p>
Business architecture	<p>A discipline that coordinates enterprise efforts to create organizational alignment, provide a framework for strategic decision-making, and align business initiatives to strategic objectives</p>
Communities	<p>Groups of people who have common characteristics. Communities can be defined by location, race, ethnicity, age, occupation, a shared interest, or other common bonds. (Boston Public Health Commission, Community Engagement Plan 2016-2019)</p>
Communities experiencing inequities	<p>Consist of the communities made up the following populations:</p> <ul style="list-style-type: none"> • <i>People of Color</i>: individuals of non-<u>Caucasian</u> heritage who identify as non-white. <i>Houghton Mifflin Company (2005). The American Heritage Guide to Contemporary Usage and Style</i>. Houghton Mifflin Harcourt. p. 356. • <i>American Indians</i>: Decedents of the native people of North America who identify as American Indian • <i>Persons with Disabilities</i>: Any person who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such impairment; or is regarded as having such an impairment. <p>(DHS Policy on Equity)</p>

Term	Definition
Community engagement	The process of co-creating solutions in partnership with people, who through their own experiences, know the barriers to opportunity best. It is grounded in building relationships based on mutual respect and that acknowledge each person's added value to the developing solutions (Voices for Racial Justice, used in DHS Policy on Equity).
Continuous improvement	An ongoing effort to improve products, services, or processes. (ISBM definition)
Data interoperability	Data interoperability addresses the ability of systems and services that create, exchange and consume data to have clear, shared expectations for the contents, context and meaning of that data.
DHS (The Minnesota Department of Human Services)	<p>The Minnesota Department of Human Services (DHS) helps to provide essential services to Minnesota's most vulnerable residents. Working with many others, including counties, tribal nations, and nonprofits, DHS helps ensure that Minnesota seniors, people with disabilities, children and others meet their basic needs and have the opportunity to reach their full potential. While the vast majority of human services in Minnesota are provided by partners, DHS (at the direction of the governor and Legislature) sets policies and directs the payments for many of the services delivered. As the largest Minnesota state agency, DHS administers about one-third of the state budget.</p> <p>The largest financial responsibility of DHS is to provide health care coverage for low-income Minnesotans. DHS is also responsible for securing economic assistance for struggling families, providing food support, overseeing child protection and child welfare services, enforcing child support, and providing services for people with mental illness, chemical dependency, or physical or developmental disabilities.</p> <p>Through licensing services, DHS ensures that certain minimum standards of care are met in private and public settings for children and vulnerable adults. DHS also provides direct service through regional offices for people who are deaf or hard of hearing; through DHS Direct Care and Treatment, which provides direct care to people with disabilities; and through the Minnesota Sex Offender Program.</p> <p>(ISBM Definition)</p>

Term	Definition
Disparities/disparity	<p>A difference in health that is closely linked with social, economic, or environmental disadvantage. Health disparities impact groups that systematically experience greater obstacles including communities of color, American Indians, and persons with disabilities.</p> <p>(DHS Policy on Equity)</p>
Engagement	<p>The process of collaboration and inclusion in which entities build ongoing relationships for the purpose of applying a collective vision to solve complex problems.</p> <p>(DHS Policy on Equity)</p>
Equity	<p>Equity is achieved when every person in a community has the opportunity to reach their full health potential and no one is "disadvantaged from achieving this potential because of social position or other socially determined circumstances."</p> <p>(DHS Policy on Equity)</p>
Equity Analysis	<p>An analysis of the impact of proposals, policies, and programs on various populations, with a particular focus on impact on communities experiencing inequities. The analysis shall address the following questions, contained in the Governor's 2018-2019 Change Item Template. Specific questions analyzed may be modified based on direction from the Governor's office and DHS's understanding of analyzing equity impact.</p> <ul style="list-style-type: none"> • What groups are impacted by the proposed policy or budget item? (Racial and Ethnic groups, Lesbian, Gay, Bisexual and Transgender groups, Persons with Disabilities and Veterans) What is the nature of the impact? Have representatives from these groups been consulted and collaborated with in order to determine how to address these impacts; • Is the proposed item submitted to reduce or eliminate any disparities for Racial and Ethnic groups, Lesbian, Gay, Bisexual and Transgender groups, Persons with Disabilities and Veterans? Please explain how implementation of the proposed item(s) will reduce or eliminate these disparities; • Are there potential positive or negative impacts on the identified groups? Explain those impacts. If negative, please adjust the proposal to achieve a more equitable outcome. • Can the policy or budget idea be sustainably successful? Discuss the on-going funding, implementation strategies/opportunities, and performance measures/accountability mechanisms. <p>(DHS Policy on Equity)</p>

Term	Definition
Equity Lens	An equity lens tool is used to identify and remove barriers and reinforce best practices in the planning, development, implementation and evaluation of our human service systems.
Evaluation	A systematic method for collecting, analyzing, and using data to examine the effectiveness and efficiency of systems, organizations, and programs as well as to contribute to continuous program improvement.
Governance	Governance is the processes and systems put in place to provide direction, define decision making and align work to strategic goals. It is the collaborative's formal shared decision-making structure to align business modernization efforts and all IT work to strategic goals. This network of groups make decisions within the scope of their charters and oversees business and technology projects. The governance structure is responsible for resource planning and management, including project prioritization and funding decisions. DHS administrations, MNIT@DHS, and counties currently appoint representatives to serve on governance groups.
Human services	<p>An interdisciplinary field with the objective of meeting human needs through an applied knowledge base, focusing on prevention as well as remediation of problems, and maintaining a commitment to improving the overall quality of life of service populations. This involves the study of social technologies (practice methods, models, and theories), service technologies (programs, organizations, and systems), and scientific innovations that are designed to ameliorate problems and enhance the quality of life of individuals, families, and communities to improve the delivery of service with better coordination, accessibility, and accountability.</p> <p><i>See "DHS" definition for more information.</i></p>
Human services system	The human services system includes the full ecosystem of state and local government agencies, service providers, community organizations and other organizations that provide human services to individuals and families.
Human services system partners	Groups such as providers and community organizations that will be directly impacted by integrated service delivery and technology modernization efforts. These groups have a vested interest in Modernization, but are not directly responsible for carrying out the work of Modernization.

Term	Definition
Human services value curve	<p>A key framework developed by Harvard's Technology and Entrepreneurship Center's Leadership for a Networked World is the Human Services Value Curve. This model, along with related tools APHSA has developed, is designed to provide a roadmap for improving human services outcomes, value, and legitimacy through the lens of four different business models: regulative, collaborative, integrative, and generative.</p> <p>Human Services Value Curve toolkit from APHSA</p>
Human-centered design	<p>A broad design framework that involves human perspective in all steps of problem-solving process-- observing problem in context, brainstorming, conceptualizing, developing, and implementing solutions that are usable and useful. This process considers dignity, access, and ability, incorporating culturally sound, appropriate solutions to problems in a variety of fields. Designers need understanding of their users, goals and environments; empathy is key. Human-centered design has substantial economic and social benefits for users, employers and suppliers, as highly usable systems and products are more successful both technically and commercially</p>
Inequities	<p>Differences in outcomes that are systematic, avoidable and unjust. (DHS Policy on Equity)</p>
Integrated, or integration	<p>Services are coordinated and work together efficiently and effectively to help reach agreed-upon goals. From a technology standpoint, systems are able to successfully communicate and share information seamlessly.</p> <p>The Center for Medicaid Services refers to integration as harmonization of plans, processes, information, resource decisions, actions, results, and analyses to support key organization-wide goals. Effective integration goes beyond alignment and is achieved when the individual components of a performance management system operate as a fully interconnected unit.</p>
Integrated Services Business Model (ISBM)	<p>The ISBM is the agreed-upon framework for the integrated delivery of human services in Minnesota in the future. The ISBM was created an extensive input from counties of varying sizes as well as representatives from some of Minnesota's tribal nations, the Minnesota Association of County Social Services Administrators (MACSSA), leadership from across the Minnesota Department of Human Services (DHS), DHS Agency Divisions, Information Technology (IT) governance teams, and Community Relations stakeholder groups, as well as county agencies in other states that are leading nationally in integrating human services.</p>

Term	Definition
MNIT (Minnesota IT Services)@DHS	Minnesota IT Services (MNIT) is the information technology agency for Minnesota's executive branch. MNIT@DHS partners directly with DHS on IT efforts as an arm of MNIT.
Modernization	A collaborative effort between counties, Tribal Nations, DHS, and MNIT@DHS to change the way we deliver human services through integrated service delivery, supported by technology.
Modernization roadmap	A 2018 group developed this document at the direction of the Enterprise Architecture Board describing foundational business efforts that must occur for modernization to be successful. The group also identified several "supporting technologies" that are critical to modernizing human services IT.
Multigenerational	A model in which the family is viewed as an emotional system in which patterns of interacting and coping, as well as unresolved issues, can be passed down from one generation to the next and can cause stress to the family members onto whom they are projected. A multigenerational approach focuses on addressing the needs of the whole family. The multigenerational model integrates child-focused services, parent and caregiver services, and adult-focused services. This model is also commonly referred to as the two-generation approach or whole family approach.
The human services collaborative or "the collaborative"	"The collaborative" refers to the formal collaboration between DHS, counties, Tribal Nations, and MNIT@DHS working to transform human services delivery through service redesign, while leveraging business and technology to support improved outcomes and reduced disparities. This group is directly responsible for conducting Modernization efforts.
Person-centered	<p>Person-centeredness is an important concept to modern health and human services approaches. It involves listening to people about what is important to them in order to help them live, learn, work, and fully participate in their communities on their terms. The goal is for people to lead lives that are meaningful to them.</p> <p>In the specific context of Modernization, person-centered is defined as:</p> <ul style="list-style-type: none"> • is inspired and/or driven by an individual's experience, values, and input; • respects an individual's need to access services in the way they want to; • empowers individuals to make informed choices, meet their needs and achieve their goals; and • supports equitable results for people, families and communities.

Term	Definition
Program simplification	An enterprise-level, person-centered, and integrated tactical approach to achieving improved service goals for human services program applicants and recipients by simplifying and aligning like policies and statutes.
Redesign	<p>Innovation and service delivery redesign is less about improving individual components of existing business processes and more about improving the entire business process (or service delivery system) using altogether new thinking. For example, contracting out service delivery from the current work force to a nonprofit, another government entity or a private company is redesign; as is consolidating two or more government entities. A good way to think about innovation and redesign is as a spectrum that spans from simple productivity improvements to complex system reform—or, in other words, from incremental to fundamental change. Productivity improvements are projects that examine processes within the established business or service delivery model. System Reform (or innovation and redesign) is at the end of the continuum, because it represents a new, fundamental, and big-impact change to a given problem.</p> <p>(Navigating the New Normal, University of Minnesota-Humphrey School of Public Affairs, p.8-9)</p>
Service-oriented architecture	A service is an IT function that is well-defined, self-contained, and does not depend on the context or state of other IT services. A service-oriented architecture is essentially a collection of IT services. These services communicate with each other. The communication can involve either simple data passing or it could involve two or more services coordinating some activity. Some means of connecting services to each other is needed.
Social determinants of health	Includes structural determinants and conditions in which people are born, grow, live, work and age. ⁶ They include factors like socioeconomic status, education, the physical environment, employment, and social support networks, as well as access to health care. (KFF, The Role of Social Determinants)
State-supervised, county-administered	An administrative structure in which counties and local jurisdictions employ the staff and provide the services while the state monitors compliance. The state is responsible for legislative and policy development as well as compliance with federal requirements. Minnesota is one of nine states in the U.S. that has this administrative structure.

Term	Definition
System modernization (information technology (IT) system modernization)	<p>DHS — in close cooperation with counties, tribal nations and other key partners — will create a streamlined, person-centered delivery system by integrating several existing systems and re-thinking and improving social service delivery in Minnesota. IT system modernization touches all DHS human services programs. This is a comprehensive effort to streamline and modernize service delivery for all Minnesotans, focused on the following outcomes: modernize health care and human services delivery by creating a single eligibility portal for individuals in need of access to services; replace aging technology and establishing an integrated, people-centered service delivery system, including steps for eligibility, assessment, enrollment, and case management in partnership with local agencies; modernize payment and provider management for all health care and long-term care services; support a modern, people-centered care environment that includes integrated electronic health records.</p>

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Ratify Acceptance Of Award Terms For Federal Emergency Rental Assistance Program Funds

Meeting Date: 1/12/2021
 Item Type: Regular-Action
 Division: Community Services
 Department: Social Services
 Contact: Henspeter, Evan
 Contact Phone: (651) 554-6344
 Prepared by: Kastler, Madeline

Fiscal/FTE Impact:
 None Other
 Current budget Amendment requested
 New FTE(s) requested
 Board Goal: A great place to live
 Public Engagement Level: N/A

PURPOSE/ACTION REQUESTED

Ratify acceptance of the award terms for the federal emergency rental assistance program funds.

SUMMARY

As part of the recently signed federal Consolidated Appropriations Act, 2021, the Emergency Rental Assistance program makes available \$25 billion to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic. The funds are provided directly to States, U.S. Territories, local governments, and Indian tribes. Grantees use the funds to provide assistance to eligible households through existing or newly created rental assistance programs.

Emergency Rental Assistance payments will be made directly to local governments with more than 200,000 residents. Details on exact payment amounts will be forthcoming. Not less than 90 percent of awarded funds must be used for direct financial assistance, including rent, rental arrears, utilities and home energy costs, utilities and home energy costs arrears, and other expenses related to housing. Remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed, and administrative costs. Funds generally expire on December 31, 2021.

Per recently published guidance from the U.S. Department of the Treasury, an “eligible household” is defined as a renter household in which at least one or more individuals meets the following criteria: Qualifies for unemployment or has experienced a reduction in household income, incurred significant costs, or experienced a financial hardship due to COVID-19; demonstrates a risk of experiencing homelessness or housing instability; and has a household income at or below 80 percent of the area median. Eligible households that include an individual who has been unemployed for the 90 days prior to application for assistance and households with income at or below 50 percent of the area median are to be prioritized for assistance.

A signed form accepting the award terms (Attachment A) is due to the federal government on January 12, 2021. By Resolution No 20-139 (March 20, 2020), the County Manager is authorized to sign such an agreement to be ratified by the Dakota County Board of Commissioners at a later date.

Staff will return to the County Board with detailed plans for use of these funds as soon as further guidance and detail (such as the funding amount) become available from the U.S. Department of the Treasury. Staff will consider how these newly available funds and timelines intersect with previously authorized funding for similar programming (Resolution No. 20-658; December 15, 2020).

RECOMMENDATION

Staff recommends that the Board of Commissioners ratifies acceptance of the award terms for the federal emergency rental assistance program.

EXPLANATION OF FISCAL/FTE IMPACTS

There is no fiscal impact associated with this request. Amendment will be requested when funding amount has been determined.

Supporting Documents:

Attachment A: Award Terms

Previous Board Action(s):

20-139; 3/20/20

20-658; 12/15/20

RESOLUTION

WHEREAS, as part of the recently signed federal Consolidated Appropriations Act, 2021, the Emergency Rental Assistance program makes available \$25 billion to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic and the funds are provided directly to States, U.S. Territories, local governments, and Indian tribes; and

WHEREAS, grantees use the funds to provide assistance to eligible households through existing or newly created rental assistance programs and Emergency Rental Assistance payments will be made directly to local governments with more than 200,000 residents, with details on exact payment amounts forthcoming; and

WHEREAS, not less than 90 percent of awarded funds must be used for direct financial assistance and remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed, and administrative costs, and funds generally expire on December 31, 2021; and

WHEREAS, per recently published guidance from the U.S. Department of the Treasury, an "eligible household" is defined as a renter household in which at least one or more individuals meets the following criteria: Qualifies for unemployment or has experienced a reduction in household income, incurred significant costs, or experienced a financial hardship due to COVID-19; demonstrates a risk of experiencing homelessness or housing instability; and has a household income at or below 80 percent of the area median; and

WHEREAS, eligible households that include an individual who has been unemployed for the 90 days prior to application for assistance and households with income at or below 50 percent of the area median are to be prioritized for assistance; and

WHEREAS, a signed form accepting the award terms is due to the federal government on January 12, 2021 and by Resolution No 20-139 (March 20, 2020), the County Manager is authorized to sign such an agreement to be ratified by the Dakota County Board of Commissioners at a later date; and

WHEREAS, staff will return to the County Board with detailed plans for use of these funds as soon as further guidance and detail (such as the funding amount) become available from the U.S. Department of the Treasury, at which time staff will consider how these newly available funds and timelines intersect with previously authorized funding for similar programming (Resolution No. 20-658; December 15, 2020).

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies acceptance of the award terms for the federal emergency rental assistance program that has been approved 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

OMB Approved No.: 1505-0266
Expiration Date: 7/31/21

U.S. DEPARTMENT OF THE TREASURY
EMERGENCY RENTAL ASSISTANCE

Recipient name and address: <i>[Recipient to provide]</i>	DUNS Number: <i>[Recipient to provide]</i> Taxpayer Identification Number: <i>[Recipient to provide]</i>
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Section 501(a) of Division N of the Consolidated Appropriations Act, 2021, Pub. L. No. 116-260 (Dec. 27, 2020) authorizes the Department of the Treasury (“Treasury”) to make payments to certain recipients to be used to provide emergency rental assistance.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Authorized Representative:

Title: *[To be signed by chief executive officer if recipient is a local government.]*

Date signed:

**U.S. DEPARTMENT OF THE TREASURY
EMERGENCY RENTAL ASSISTANCE**

1. **Use of Funds.** Recipient understands and agrees that the funds disbursed under this award may only be used for the purposes set forth in Section 501 of Division N of the Consolidated Appropriations Act, 2021, Pub. L. No. 116-260 (Dec. 27, 2020) (referred to herein as “Section 501”).
 - a. Recipient agrees to repay excess funds to Treasury in the amount as may be determined by Treasury pursuant to Section 501(d). Such repayment shall be made in the manner and by the date, which shall be no sooner than September 30, 2021, as may be set by Treasury.
 - b. The reallocation of funds provided by Section 501(d) shall be determined by Treasury and shall be subject to the availability of funds at such time.
2. **Repayment and reallocation of funds.**
 - a. Recipient acknowledges that, pursuant to Section 501(e), funds provided under this award shall remain available only through December 31, 2021, unless, in the case of a reallocation made by Treasury pursuant to section 501(d), Recipient requests and receives from Treasury an extension of up to 90 days.
 - b. Any such requests for extension shall be provided in the form and shall include such information as Treasury may require.
 - c. Amounts not expended by Recipient in accordance with Section 501 shall be repaid to Treasury in the manner specified by Treasury.
3. **Availability of funds.**
 - a. Recipient acknowledges that, pursuant to Section 501(e), funds provided under this award shall remain available only through December 31, 2021, unless, in the case of a reallocation made by Treasury pursuant to section 501(d), Recipient requests and receives from Treasury an extension of up to 90 days.
 - b. Any such requests for extension shall be provided in the form and shall include such information as Treasury may require.
 - c. Amounts not expended by Recipient in accordance with Section 501 shall be repaid to Treasury in the manner specified by Treasury.
4. **Administrative costs.**
 - a. Administrative expenses of Recipient may be treated as direct costs, but Recipient may not cover indirect costs using the funds provided in this award, and Recipient may not apply its negotiated indirect cost rate to this award.
 - b. The sum of the amount of the award expended on housing stability services described in Section 501(c)(3) and the amount of the award expended on administrative expenses described in Section 501(c)(5) may not exceed 10 percent of the total award.
5. **Reporting.**
 - a. Recipient agrees to comply with any reporting obligations established by Treasury, including the Treasury Office of Inspector General, as relates to this award, including but not limited to: (i) reporting of information to be used by Treasury to comply with its public reporting obligations under section 501(g) and (ii) any reporting to Treasury and the Pandemic Response Accountability Committee that may be required pursuant to section 15011(b)(2) of Division B of the Coronavirus Aid, Relief, and Economic Security Act (Pub. L. No. 116-136), as amended by Section 801 of Division O of the Consolidated Appropriations Act, 2021 (Pub. L. No. 116-260). Recipient acknowledges that any such information required to be reported pursuant to this section may be publicly disclosed.
 - b. Recipient agrees to establish data privacy and security requirements as required by Section 501(g)(4).

6. Maintenance of and Access to Records

- a. Recipient shall maintain records and financial documents sufficient to support compliance with Section 501(c) regarding the eligible uses of funds.
- b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
- c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury.

7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.

8. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of Section 501 and Treasury interpretive guidance regarding such requirements. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25 and pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180 (including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19).
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.

- c. Statutes and regulations prohibiting discrimination applicable to this award, include, without limitation, the following:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the grounds of race, color, or national origin under programs or activities receiving federal financial assistance;
 - ii. The Fair Housing Act, Title VIII-IX of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicap under any program or activity receiving or benefitting from federal assistance;
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. The Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
9. **False Statements.** Recipient understands that false statements or claims made in connection with this award may result in fines, imprisonment, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
10. **Publications.** Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
11. **Debts Owed the Federal Government.**
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are not repaid by Recipient as may be required by Treasury pursuant to Section 501(d) shall constitute a debt to the federal government.
 - b. Any debts determined to be owed the federal government must be paid promptly by Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made. Interest, penalties, and administrative charges shall be charged on delinquent debts in accordance with 31 U.S.C. § 3717 and 31 C.F.R. § 901.9. Treasury will refer any debt that is more than 180 days delinquent to Treasury's Bureau of the Fiscal Service for debt collection services.
 - c. Penalties on any debts shall accrue at a rate of not more than 6 percent per year or such other higher rate as authorized by law. Administrative charges, that is, the costs of processing and handling a delinquent debt, shall be determined by Treasury.

d. Funds for payment of a debt must not come from other federally sponsored programs.

12. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way constitute an agency relationship between the United States and Recipient.

13. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee as a reprisal for disclosing information to any of the list of persons or entities provided below that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
 - b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; and/or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
 - c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.
- 14. Increasing Seat Belt Use in the United States.** Pursuant to Executive Order 13043, 62 FR 19217 (April 8, 1997), Recipient should and should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.
- 15. Reducing Text Messaging While Driving.** Pursuant to Executive Order 13513, Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

