

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

**Meeting Minutes**

**January 12, 2021**

**Boardroom, Administration Center and Videoconference**

**Call To Order And Roll Call**

Commissioner Mike Slavik

Commissioner Kathleen A. Gaylord

Commissioner Joe Atkins

Commissioner Liz Workman

Commissioner Mary Liz Holberg

Commissioner Laurie Halverson

Commissioner Mary Hamann-Roland

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 9:00 a.m. by the Chair, Commissioner Joe Atkins.

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

**Audience**

The Chair, Commissioner Joe Atkins, noted that all public comments can be sent to [countyadmin@co.dakota.mn.us](mailto:countyadmin@co.dakota.mn.us)

As of 8:00 a.m. on January 12, 2021, none were received.

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

On a motion by Commissioner Mary Hamann-Roland, seconded by Commissioner Kathleen A. Gaylord, the agenda was unanimously approved.

**Consent Agenda**

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

**4.1 Approval Of Minutes Of Meeting Held On December 8, 2020**

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

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.

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

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

WHEREAS, in 2015, Dakota County'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.

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

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.

**4.5 Authorization To Respond To Request For Assessment Of Need/Letter Of Support From Nystrom & Associates, Ltd.**

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."

## **Regular Agenda**

### **5.1 Health And Human Services Modernization Update**

Stephanie Radtke, External Relations and Strategic Initiatives Director, Community Services Division, presented on this item and stood for questions. The item was on the agenda for informational purposes only. No staff direction was given by Committee members.

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

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

On a motion by Commissioner Mike Slavik, seconded by Commissioner Mary Hamann-Roland, the following resolution was unanimously recommended to the County Board:

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.

**Community Services Directors Report**

Marti Fischbach, Division Director, gave a brief update on the progress of vaccinations for COVID-19 in Dakota County. She reported that as of last Sunday, January 10, 8,000 residents have received at least one dose of the vaccine. There are 52 providers in Dakota County who are currently vaccinating those in Phase 1a - Sub-priority 1. That group includes Hospital staff working in in-patient COVID-19 areas, skilled nursing facilities and Emergency Medical Staff.

Ms. Fischbach reminded the Board that there are areas set up as a vaccination clinic at the Western Service Center, and if any would like a tour to contact her or Bonnie Brueshoff, Director of Public Health.

**Adjournment**

On a motion by Commissioner Mary Liz Holberg, seconded by Commissioner Mike Slavik, the meeting was adjourned at 9:33 a.m.

Respectfully submitted,

---

Colleen Collette, Administrative Coordinator  
Community Services Division