

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

**March 16, 2021
9:00 AM**

Boardroom, Administration Center, Hastings, MN

View Live Broadcast

<https://www.co.dakota.mn.us/Government/BoardMeetings/CSCCommittee/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, March 16, 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. Verbal comments are limited to five minutes.

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

4. Consent Agenda

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| 4.1 | Approval Of Minutes | 3 |
| 4.2 | <i>Public Health</i> - Authorization To Apply For Minnesota Department Of Health Women, Infants, And Children Grant, Accept Grant Funds, And Execute Grant Agreement | 7 |
| 4.3 | <i>Public Health</i> - Authorization To Submit Grant Application To Minnesota Department Of Health For Women, Infants, And Children Peer Mentoring, Accept Grant Funds, Execute Grant Agreement, And Add 1.25 Full-Time Equivalent Grant-Funded Staff | 13 |
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| 4.5 | <i>Social Services</i> - Authorization To Amend 2021 Social Services Budget For Emergency Solutions Grant Coronavirus Funds | 23 |
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6. Community Services Directors Report

7. Adjournment

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For more information please call 651-554-5742.

Committee of the Whole agendas are available online at

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

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

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

Meeting Minutes

February 9, 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.

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 Mike Slavik, seconded by Commissioner Liz Workman, the agenda was unanimously approved.

4.1 Approval Of Minutes Of Meeting Held On January 12, 2021

4.2 Authorization To Amend Contract With The Link For Hotel Sheltering And Housing Search Services

WHEREAS, with the onset of the COVID-19 pandemic, Dakota County began transitioning congregate emergency shelter for people experiencing homelessness to a hotel shelter model, bringing total shelter capacity in 2020 to 44 units above the pre-COVID census; and

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WHEREAS, beginning December 1, 2020, Social Services has continued supporting 90 units of hotel shelter: 50 units with Matrix Housing Services, 30 units with Ally Supportive Services, LLC (Ally), and 10 units with The Link; and

WHEREAS, the Community Action Partnership of Scott, Carver, and Dakota Counties (CAP Agency), continued to support ten hotel shelter units for families through a state grant; and

WHEREAS, Dakota County's contracted street outreach provider reported that outreach contacts have increased by 83 percent between Quarter 1 and Quarter 3 2020 from 168 to 307 individuals served; and

WHEREAS, Social Services staff have been seeking ways to continue to support existing and new hotel shelter capacity to meet this growing need in 2021; and

WHEREAS, by Resolution No. 20-563 (November 17, 2020), the Dakota County Board of Commissioners authorized a contract with The Link for \$300,000 for the period of January 1, 2021 through December 31, 2021; and

WHEREAS, upon review and in consultation with The Link, it was determined the contract needed to start on December 1, 2020; hence, an additional \$25,000 was added to the contract for a total not to exceed contract amount of \$325,000 for the period of December 1, 2020 through December 31, 2021, with the County Attorney's Office review and approval as to form; and

WHEREAS, staff requests authorization to support an expansion of shelter from ten to fifteen hotel units with The Link for youth ages 18-24, and to add \$188,000 for a total not to exceed contract amount of \$513,000 for the period of December 1, 2020 through December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to amend the contract with The Link for hotel sheltering and housing search services to increase the number of hotel units from ten to fifteen and to add an additional \$188,000 for a total not to exceed contract amount of \$513,000 for the period of December 1, 2020 to December 31, 2021, 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 amount due.

Regular Agenda

5.1 Authorization To Amend Contract With Bluestone Physician Services, P.A. And Update On COVID-19 Testing And Vaccinations In Long-Term Care And Congregate Care Sites

Evan Henspeter, Social Services Director, presented on this item and stood for questions. The Board Committee asked for additional data on the percent of residents vaccinated in Long-term Care and Congregate Care settings.

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

WHEREAS, COVID-19 has disproportionately impacted Long-Term Care (LTC) and Congregate Care Settings in Minnesota and across the nation; and

WHEREAS, according to public health officials, the most effective method of containment in these settings is systemic testing and vaccination of all residents and staff, with appropriate isolation and co-horting for positive

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cases; and

WHEREAS, Dakota County Social Services staff, in partnership with Dakota County Public Health and the Minnesota Department of Health (MDH), reached out directly to several providers with expertise in this particular service area; and

WHEREAS, Bluestone Physician Services, P.A. (Bluestone), who is currently contracted with MDH, was selected due to their capacity to provide these services in the short, required timeframe; and

WHEREAS, by Resolution No. 20-308 (June 30, 2020), the Dakota County Board of Commissioners authorized a contract with Bluestone to conduct COVID-19 Community Systemic Testing (CST), laboratory analysis of the specimens and Personal Protective Equipment (PPE) training for the 160 LTC and 380 Congregate Care Settings located in Dakota County by utilizing Federal CARES Act funding in a not to exceed contract amount of \$1,000,000; and

WHEREAS, on December 1, 2020, the CARES Act funding ended but the need to test continued and with the pending approval of a COVID-19 vaccination, Dakota County initiated a new contract with Bluestone in a not to exceed contract amount of \$50,000 for the period of December 2, 2020 through December 31, 2021; and

WHEREAS, the contract was amended to increase the not to exceed contract amount to \$99,000 through existing Social Services Department funds until such time federal funds became available; and

WHEREAS, with federal funds being available now, staff recommends an amendment to the current contract with Bluestone to conduct COVID-19 CST, laboratory analysis of the specimens, PPE training and vaccinations for LTC and Congregate Care Settings located in Dakota County, on a fee-for-service basis, in a not to exceed contract amount of \$500,000 for the period of December 2, 2020 through December 31, 2021 with the option to extend 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 Bluestone Physician Services, P.A. to conduct COVID-19 Community Systemic Testing, laboratory analysis of the specimens and Personal Protective Equipment training and vaccinations for Long-Term Care and Congregate Care Settings located in Dakota County, on a fee-for-service basis, in a not to exceed contract amount of \$500,000, for the period of December 2, 2020 through December 31, 2021, with the option to extend through December 31, 2022, 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.

5.2 Update On DakotaLink Transportation Pilot And Direction On Next Steps

Evan Henspeter, Social Services Director, and Robyn Bernardy, Transportation Coordinator, Social Services presented on this item and stood for questions. After discussion, the Board Committee recommended that staff cancel the contract with Hastings Bus Company and set up the use of Lyft to provide rides from Hastings to a location or a transit station within Dakota County. Further, staff was asked to return in four to six months with new data.

Community Services Directors Report

Marti Fischbach, Division Director, reported on several items:

- More youth and adults are seeking shelter during this severe cold weather and hoteling is above capacity. Madeline Kastler, Deputy Director in Social Services stated that she is in close, regular contact with Ally Street Outreach. She provided the Board Committee with their phone number: 612-875-9683 and indicated that the phone number and email to seek emergency shelter has been posted on the County's social media. Additionally, Ally is doing outreach to known camps and providing gas cards as well as working with police to help people get shelter at this time. Commissioner Atkins asked for a brief written summary to be provided to the Board following the meeting.
- Public Health received notification of the Strong Foundations Family Home Visiting grant in January 2021 with a deadline of Feb 5. Staff have applied for the grant with supports evidence-based models with the overall goal to align and streamline the Family Health program. The grant would run from April 1, 2021 through December 1, 2022 with a possibility to renew. If awarded, staff will return to the Board for authorization to accept the grant funds.
- As part of the SHIP strategy to increase smoke-free housing in apartment buildings, Public Health staff and their consultant from ANSR (Association for Nonsmokers MN) will be contacting the city of West St. Paul staff to assess interest in working on effective strategies. This new phase of smoke-free housing work will complement more than a decade of work promoting voluntary policy adoption with property owners/managers. This work is in the exploratory phase so staff will first propose collaboration with interested city staff to collect relevant data via resident and property owner/manager surveys. A flyer will be sent to the Board after the meeting.
- MICAH (Metropolitan Interfaith Council on Affordable Housing) has hosted a Legislative Breakfast for many years to build relationships with elected officials and highlight the importance of affordable housing. This year the event will be held virtually through Zoom on Fri, Feb 19, with a panel including Commissioner Holberg, Tony Schertler and Lisa Melquist (OPA) as well as others. A flyer was sent to the Board on February 2 and will be sent after the meeting as a reminder.

Adjournment

On a motion by Commissioner Mike Slavik, seconded by Commissioner Liz Workman, the meeting was adjourned at 9:51 a.m.

Respectfully submitted,

Colleen Collette, Administrative Coordinator
Community Services Division

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE**Authorization To Apply For Minnesota Department Of Health Women, Infants, And Children Grant, Accept Grant Funds, And Execute Grant Agreement**

Meeting Date: 3/16/2021	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input checked="" type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Public Health	<input type="checkbox"/> New FTE(s) requested
Contact: Brueshoff, Bonnie	Board Goal: A great place to live
Contact Phone: (651) 554-6103	Public Engagement Level: N/A
Prepared by: Jacobson, Cindy	

PURPOSE/ACTION REQUESTED

Authorize application for the Minnesota Department of Health (MDH) Women, Infants, and Children (WIC) grant, acceptance of grant funds from MDH for WIC, and execution of grant agreement with MDH for WIC.

SUMMARY

Dakota County Board of Commissioners acts as the Community Health Board and has responsibility to prevent disease and disability and to promote and protect the health and safety of County residents. The Dakota County Board of Commissioners has approved the MDH WIC grant since the onset of the WIC program in Minnesota.

Since 1978, Dakota County has managed the federally funded Special Supplemental Nutrition Program for the WIC Program. The WIC Program is a voluntary program with the purpose to enhance good health care during critical periods of growth and development, prevent occurrence of health problems, and improve the health status of participants. The Program has a caseload of approximately 5300 women, infants, and children each month. The Dakota County WIC Program ensures that families with young children have access to nutrition information and education, counseling, referrals to resources available within the community and through county provided services, and food benefits used to obtain health food from grocery stores who are WIC approved vendors. The target population for the program is persons at risk for poorer health outcomes that impact brain and physical growth, and development and learning readiness.

The WIC grant cycle for administering a local WIC Program is five years. The current grant was to end December 31, 2020 but due to the pandemic, the grant cycle was extended for one more year. The next grant cycle begins January 1, 2022 and ends December 31, 2026. Funding for the program is based on the number of participants served each month; current rate of reimbursement is \$18.00 per participant. The Dakota County WIC grant funding supports a supervisor, two Coordinators, five Registered Dietitians (RDs), 4 part-time RDs, six Nutrition Specialists, and administrative staff. The WIC Budget for the past 5 years is outlined in Attachment A.

As a response to the COVID-19 pandemic, the United States Department of Agriculture (USDA) provided waivers for the WIC Program to provide all services remotely through 30 days after the expiration of the public health emergency. This extension of the Public Health Emergency Declaration for COVID-19 ensures that WIC flexibilities are now in place until at least mid-May. It is anticipated that the USDA will continue this waiver throughout the current and potentially future Public Health Emergency Declarations related to the pandemic. All WIC staff have worked remotely since March 2020 and on average the caseload has increased by 200 participants overall during the pandemic.

OUTCOMES

See Attachment B for Outcomes.

RECOMMENDATION

Staff recommends authorization to apply for the MDH WIC grant, accept the grant funds in the amount up to \$1,300,000/year effective January 1, 2022 through December 31, 2026, and execute the grant agreement.

EXPLANATION OF FISCAL/FTE IMPACTS

This grant has no associated County cost. The revenues and expenses resulting from this action are expected to be authorized by the Board in the 2022-2026 Public Health budget.

Supporting Documents:

Attachment A: Woman, Infants, and Children Program Budget

Attachment B: Outcomes

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

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

WHEREAS, the Dakota County Board of Commissioners has approved the Minnesota Department of Health Women, Infants, and Children (WIC) grant since the onset of the WIC program in Minnesota; and

WHEREAS, since 1978, Dakota County has managed the federally funded Special Supplemental Nutrition Program for the WIC Program, a voluntary program with the purpose to enhance good health care during critical periods of growth and development, prevent occurrence of health problems and improve the health status of participants; and

WHEREAS, the WIC Program has a caseload of approximately 5300 women, infants, and children each month, which ensures that families with young children have access to nutrition information and education, counseling, referrals to resources available within the community and through county provided services, and food benefits used to obtain health food from grocery stores who are WIC approved vendors; and

WHEREAS, the target population for the program is persons at risk for poorer health outcomes that impact brain and physical growth, and development and learning readiness; and

WHEREAS, the WIC grant cycle for administering a local WIC Program is for five years; however, the current grant was to end December 31, 2020, but due to the pandemic, the grant cycle was extended for one more year; and

WHEREAS, the next grant cycle begins January 1, 2022, and ends December 31, 2026, and funding for the program is based on the number of participants served each month with the current rate of reimbursement being \$18.00 per participant; and

WHEREAS, staff recommends that the Dakota County Board of Commissioners authorizes the Public Health department to apply for the MDH WIC grant up to \$1,300,000 per year for the period of January 1, 2022 through December 31, 2026; and

WHEREAS, Dakota County Public Health is considering using the funds to support a supervisor, two Coordinators, five Registered Dietitians (RDs), 4 part time RDs, six Nutrition Specialists, and administrative staff; and

WHEREAS, staff recommends that the Dakota County Board of Commissioners authorizes the Community Services Director to accept up to \$1,300,000 MDH WIC grant funds and execute the grant agreement, effective January 1, 2022 through December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Public Health Department to apply for the Minnesota Department of Health Women, Infants, and Children grant; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners authorizes the Community Services Director to accept up to \$1,300,000 Minnesota Department of Health Women, Infants, and Children grant funds, and execute the grant agreement, effective January 1, 2022 through December 31, 2026; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Division Director is hereby authorized to amend the grant to alter the grant term, accept additional grant funds, 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.

County Manager's Comments:

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

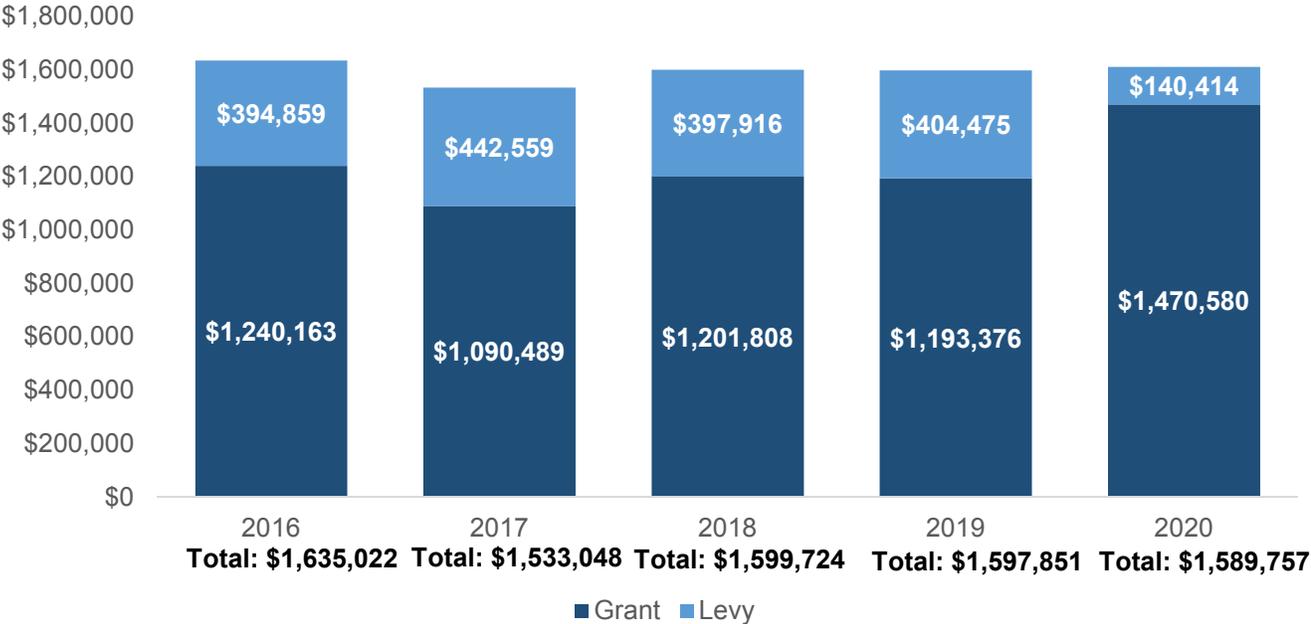
Reviewed by (if required):

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



County Manager

Budget Analysis: 2016 to 2020



Outcomes:

How much?

In 2019, the Dakota County Women, Infants, and Children (WIC) Program saw a total of 8957 unduplicated participants. Of these, 28% were pregnant or postpartum women, 30% were infants and 42% were children under the age of 5.

How well?

- **Positive effect on breastfeeding:** In 2019, among infants participating in the Dakota County WIC Program, 88.7% were initially breastfed. This exceeds the Healthy People 2020 objective of 81.9% or higher and is higher than the statewide initiation rate of 81.4%.
- **Positive effect on healthy birthweight:** From 2016-2018, 6% of women participating in WIC for three or more months had a low birthweight baby while 10.2% of women participating in WIC three months or less had a low birth weight infant.
- **Important referral source for many programs:** Since the beginning of Birth to Eight Program, 2,025 families have been referred to their school district. Of these families, more than 60% were previously unknown to the district or needed updated information.

Is Anyone Better Off?

WIC is a good investment: A series of reports published by the United States Department of Agriculture based on 1988 WIC and Medicaid data on over 100,000 births found that every dollar spent on prenatal WIC participation for low-income women resulted in savings in health care costs from \$1.77 to \$3.13 within the first 60 days after birth.

On January 27, 2021, MDH notified the Minnesota counties that they would need to complete applications for the WIC Grant.

By April 16, 2021, Dakota County plans to submit its application for the MDH WIC grant in an amount up to \$1,300,000/year for the period of January 1, 2022 through December 31, 2026. Public Health plans to utilize the funds as follows: salary for WIC staff, clinic and administrative supplies, training and interpreter fees.

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Authorization To Submit Grant Application To Minnesota Department Of Health For Women, Infants, and Children Peer Mentoring, Accept Grant Funds, Execute Grant Agreement, And Add 1.25 Full-Time Equivalent Grant-Funded Staff

Meeting Date: 3/16/2021	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Public Health	<input checked="" type="checkbox"/> New FTE(s) requested
Contact: Brueshoff, Bonnie	Board Goal: A great place to live
Contact Phone: (651) 554-6103	Public Engagement Level: N/A
Prepared by: Jacobson, Cindy	

PURPOSE/ACTION REQUESTED

Authorize submission of application to the Minnesota Department of Health (MDH) for the Women, Infants, and Children (WIC) Peer Mentoring grant, acceptance of grant funds, execution of grant agreement, and addition of 1.25 full-time equivalent (FTE) grant-funded employees in the Public Health department.

SUMMARY

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

Breastfeeding promotion and support are a priority for the Public Health department. Experts agree that breastfeeding is the best source of nutrition for most infants and breastfeeding can also reduce the risk for certain health conditions for both infants and mothers. The WIC Peer Breastfeeding Support Program was implemented in Minnesota in 2005 to support mothers who breastfeed. Currently 29 counties in Minnesota have a Peer Breastfeeding Program. Since 2015, Dakota County has been accredited as a Breastfeeding Friendly Health Department being recognized as a leader in breastfeeding promotion and support. As another important step to support breastfeeding, staff has outlined a plan to launch a program where the major focus is to have peer counselors work with other mothers to increase breastfeeding initiation and duration. To accomplish this, Dakota County is looking to hire five peer counselors who each work approximately 10 hours a week. The peer counselors will be recruited from the communities they serve, with the intent that they speak the same language and have similar life circumstances and experiences as their clients. Peer counselors are trained in the management of normal breastfeeding and in client-centered counseling skills in order to help each mother reach her personal breastfeeding goals. The Peer Breastfeeding Support grant funds would support the five peer counselors' time and would also offset a .35 FTE of one WIC Coordinator.

On January 27, 2021, MDH notified all Minnesota counties of its intent to release a Request for Proposal for application for its WIC Peer Mentoring Grant.

By April 16, 2021, Dakota County will submit its application for the MDH WIC Peer Mentoring grant in an amount up to \$130,000 annually with a total of up to \$650,000 over the five year grant cycle for the period of January 1, 2022 through December 31, 2026, which will include 1.25 FTE grant-funded employees in Public Health.

OUTCOMES

See Attachment A for outcomes.

RECOMMENDATION

Staff recommends authorization to apply for the MDH WIC Peer Mentoring grant, accept the grant funds in the amount up to \$130,000 annually with a total of up to \$650,000 over the five year grant cycle, effective for the period of January 1, 2022 through December 31, 2026, execute the grant agreement, and add 1.25 FTE grant-funded employees in Public Health.

EXPLANATION OF FISCAL/FTE IMPACTS

There is a \$0 net County cost anticipated as a result of this action. The 2022 County Manager's Recommended Budget will include the first year's grant amount of up to \$130,000 for the Public Health WIC program to cover expenses related to WIC Peer Mentoring, including the 1.25 FTE. The annual grant amount of up to \$130,000 will be included in the County Manager's Recommended Budget for the remaining years of the grant period, which is through 2026. These positions are contingent upon availability of grant funding. Unspent budget will be requested for carryover to the next budget year.

Supporting Documents:
Attachment A: Outcomes

Previous Board Action(s):

RESOLUTION

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

WHEREAS, breastfeeding promotion and support are a priority for the Women, Infants, and Children (WIC) Program with experts agreeing that it is the best source of nutrition for most infants, reducing the risk of certain health conditions for both infants and mothers; and

WHEREAS, the WIC Peer Breastfeeding Support Program was implemented in Minnesota in 2005 to support mothers who breastfeed and 29 counties having a Peer Breastfeeding Program currently; and

WHEREAS, Dakota County would like to launch a program where the major focus is to have peer counselors work with other mothers to increase breastfeeding initiation and duration; and

WHEREAS, Dakota County is looking to hire five peer counselors, who each work approximately 10 hours a week, recruited from the communities they serve, often speaking the same language and having similar life circumstances and experiences as their clients; and

WHEREAS, peer counselors are familiar with the resources available to WIC participants and the questions a new breastfeeding mother may ask, while instructed to recognize when to refer mothers to other resources when issues outside their scope of practice arise; and

WHEREAS, peer counselors are trained in the management of normal breastfeeding and in client-centered counseling skills, striving to help each mother reach her personal breastfeeding goals; and

WHEREAS, on January 27, 2021, the Minnesota Department of Health (MDH) notified all Minnesota counties of its intent to release a Request for Proposal (RFP) for application for its WIC Peer Mentoring Grant; and

WHEREAS, by April 16, 2021, Dakota County will submit its application for the MDH WIC Peer Mentoring grant, though the RFP process, up to \$130,000 annually with a total of up to \$650,000 over the five year grant cycle for the period of January 1, 2022 through December 31, 2026; and

WHEREAS, Dakota County Public Health plans to use the funds to hire five peer counselors working 10 hours per week and .35 FTE WIC Coordinator time; and

WHEREAS, staff recommends that the Dakota County Board of Commissioners authorizes the Public Health Department to apply for the MDH WIC Peer Mentoring grant through the RFP process; and

WHEREAS, staff recommends that the Dakota County Board of Commissioners authorizes the Community Services Director to accept up to \$130,000 annually with a total of up to \$650,000 over the five year grant cycle for MDH WIC Peer Mentoring grant funds, effective January 1, 2022 through December 31, 2026, and execute the grant agreement.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Public Health Department to submit an application to the Minnesota Department of Health for Women, Infants, and Children Peer Mentoring grant through its Request for Proposal process; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept up to \$130,000 annually with a total of up to \$650,000 over the five year grant cycle from the Minnesota Department of Health Women, Infants, and Children Peer Mentoring grant funds, effective January 1, 2022 through December 31, 2026, and execute the grant agreement; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to use the grant funds of up to \$130,000 annually with a total of up to \$650,000 over the five year grant cycle to cover expenses for 1.25 full-time equivalent employees in the Public Health Department; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Division Director is hereby authorized to amend the grant to alter the grant term, accept additional grant funds and continue grant-funded full-time equivalents (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.

<p>County Manager's Comments:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Recommend Action <input type="checkbox"/> Do Not Recommend Action <input type="checkbox"/> Reviewed---No Recommendation <input type="checkbox"/> Reviewed---Information Only <input type="checkbox"/> Submitted at Commissioner Request  <hr/> <p>County Manager</p>	<p>Reviewed by (if required):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> County Attorney's Office <input checked="" type="checkbox"/> Financial Services <input checked="" type="checkbox"/> Risk Management <input type="checkbox"/> Employee Relations <input type="checkbox"/> Information Technology <input type="checkbox"/> Facilities Management
--	--

OUTCOMES

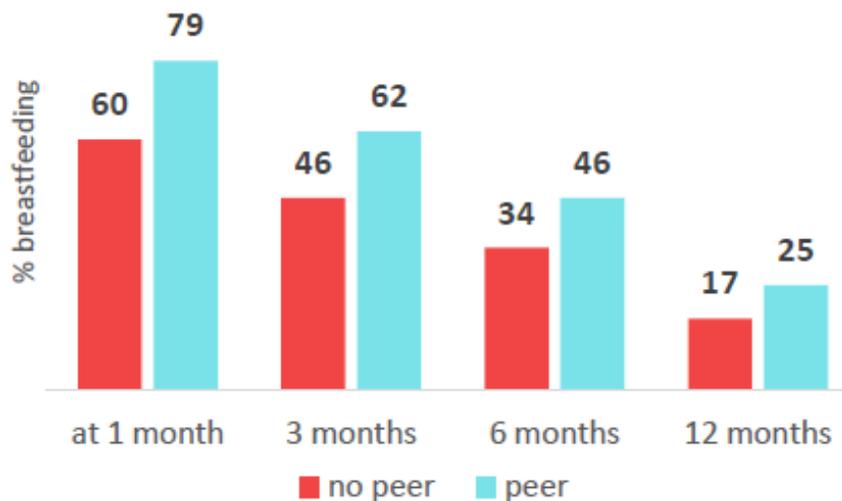
How Much?

Dakota County Women, Infants, and Children (WIC) Program serves approximately 1134 women monthly, 873 are pregnant or breastfeeding. The initiation rate of breastfeeding for Dakota County has met the Healthy People's Goal for the past 5 years. However, duration of breastfeeding declines over the length of the infant's first year. It's important to note that there has not been a significant amount of improvement since 2015.

How Well?

The Minnesota Department of Health WIC Program analyzed breastfeeding duration data from 2015. The data showed that mothers who had a peer, breastfed significantly longer than women who did not receive peer support.

Figure 1. 2015 Breastfeeding duration among peer and non-peer participants in WIC Peer Program Agencies



Mothers who had a peer, breastfed significantly longer than women who did not receive peer support (Figure 1).²

Is Anyone Better Off?

Breastfeeding improves the health of infants and mothers and results in cost savings for parents, insurers, employers, and society. Mothers who breastfeed have less risk of breast cancer, ovarian cancer, diabetes, and heart disease. Breastfed babies visit the physician less often, are less likely to be hospitalized, and need fewer prescriptions than formula-fed infants. Communities with low breastfeeding rates have higher rates of diseases that breastfeeding could prevent.

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Ratification Of Application For Strong Foundations Family Home Visiting Grant, And Authorization To Accept Grant Funds, Execute Grant Agreement, Add 1.0 Full-Time Equivalent Grant-Funded Employee, And Amend 2021 Public Health Budget

Meeting Date: 3/16/2021	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Public Health	<input checked="" type="checkbox"/> New FTE(s) requested
Contact: Brueshoff, Bonnie	Board Goal: A great place to live
Contact Phone: (651) 554-6103	Public Engagement Level: N/A
Prepared by: Adasiewicz, Gina	

PURPOSE/ACTION REQUESTED

Ratify application to the Minnesota Department of Health (MDH) for the Strong Foundations Family Home Visiting (FHV) Grant, and authorize acceptance of grant funds, execution of the grant agreement, addition of a 1.0 full-time equivalent (FTE) grant-funded employee in the Public Health Department, and amendment to the 2021 Public Health Adopted Budget.

SUMMARY

The mission of the FHV program is to prevent, promote and protect the health of mothers, infants, and children, with a focus on the whole family. Public Health has a long history of providing FHV to pregnant mothers and families in the County and is a proven prevention strategy with measurable outcomes that should be offered to every family who meets the criteria. The FHV program guides its work by adhering to two evidence-based models, reimbursed at \$140 per visit which was approved by state legislature in 2017: The Healthy Families America (HFA) model and the new Maternal Early Childhood Sustained Home Visiting (MECSH) model, which was adopted by MDH in 2019 and fully implemented in Dakota County on January 1, 2021.

To increase evidence based FHV models and expand FHV services throughout Minnesota, MDH released a Request for Proposal for the Strong Foundations Grant. Dakota County applied for the grant in early February 2021 and was awarded full funding in the amount of \$370,863. The grant was competitive and is effective April 1, 2021 through December 31, 2022. Additional funding will be available from MDH to extend this grant beyond 2022. The goal of this grant is to support and sustain MECSH, align both the HFA and MESCH models to address the growing complexity of the FHV program, and continue to show strong outcomes for families in Dakota County. To manage the grant and provide supervision of FHV staff, MDH agreed to fund a Family Health Operations Manager at a 1.0 FTE from April 2021 through June 2021 and then a .6 FTE from July 2021 through December 2022. The MDH will amend the current Maternal Infant Early Child Home Visiting (MIECHV) grant to fund the additional .4 FTE needed on July 1, 2021, to make the Operations Manager position whole. Staff plans to take this action to the County Board in April 2021 for authorization. A portion of the levy funded public health nurses (PHNs) doing the work related to this grant and program expenses will be offset by the Strong Foundations grant funding (Attachment A).

During COVID-19, all PHN visits have been completed virtually and reimbursed at the same level of in-person home visits. Future in-person home visits will resume based on guidance from the Centers for Disease Control and Prevention and MDH as restrictions are lifted. The Minnesota Department of Human Services will provide guidance on ongoing reimbursement for virtual visits once the pandemic is over.

OUTCOMES

See Attachment B for Family Health Outcomes.

RECOMMENDATION

Staff recommends ratification of the application for the MDH Strong Foundations Grant, and authorization to accept the grant funds, execute the grant agreement, add a 1.0 FTE grant-funded employee, and amend the 2021 Public Health Adopted Budget.

EXPLANATION OF FISCAL/FTE IMPACTS

This grant has no associated County cost. A portion of the levy funded PHNs doing the work related to this grant and program expenses will be offset by the Strong Foundations grant funding. The grant will fund a 1.0 FTE Operations Manager position from April 2021 through June 2021 and then fund .6 FTE from July 2021 through December 2022. Public Health anticipates other funding to cover the .4 of this FTE and will return to the Board for approval. The Operations Manager position is time-limited and contingent upon continued availability of grant funding.

Supporting Documents:

Attachment A: Operations Manager Rationale

Attachment B: Family Health Outcomes

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

WHEREAS, the mission of the Family Health program is to prevent, promote and protect the health of mothers, infants, and children, with a focus on the whole family, reaching across multiple ages, communities, settings, and partners; and

WHEREAS, Public Health has a long history of providing home visiting to pregnant mothers and parenting families in the County with Public Health nurses (PHNs) providing assessment and intervention, and working with other home visiting staff to target specific needs of families; and

WHEREAS, family home visiting is a proven prevention strategy with measurable outcomes that should be offered to every family who meets the criteria; and

WHEREAS, the family home visiting program guides it's work by adhering to two evidence-based models, which are The Healthy Families America (HFA) model and the new Maternal Early Childhood Sustained Home-Visiting (MECSH) model that was adopted by the Minnesota Department of Health (MDH) in 2019 and fully implemented in Dakota County on January 1, 2021; and

WHEREAS, to increase the availability of evidence-based home visiting models and to support and expand family home visiting services throughout Minnesota, MDH released a Request for Proposal for the Strong Foundations Grant of which Dakota County applied for in early February 2021 and was awarded full funding in the amount of \$370,863; and

WHEREAS, the Strong Foundations Grant was competitive and is effective April 1, 2021 through December 31, 2022, with additional funding made available from MDH to extend beyond 2022; and

WHEREAS, the goal of this grant is to support and sustain MECSH, align both the HFA and MESCH models to address the growing complexity of the family health program, and continue to show strong outcomes for families in Dakota County; and

WHEREAS, to manage the grant and provide supervision for family home visiting staff, MDH agreed to fund a 1.0 FTE Operations Manager from April 2021 through June 2021 and then a .6 FTE from July 2021 through December 2022; and

WHEREAS, MDH will amend the current Maternal Infant Early Child Home Visiting (MIECHV) grant to fund the additional .4 FTE needed on July 1, 2021, to make the Operations Manager position whole, and staff plans to return to the County Board in April 2021 for authorization; and

WHEREAS, a portion of the levy funded PHNs doing the work related to this grant will be offset by the Strong Foundations grant funding.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the application submitted to the Minnesota Department of Health for the Strong Foundations Grant; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept grant funds in the amount of \$370,863, effective April 1, 2021 through December 31, 2022; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to fund a 1.0 full-time equivalent (FTE) Operations Manager from April 1, 2021 through June 30, 2021, 1.0 FTE Operations Manager from April 2021 through June 2021 and a .6 FTE from July 2021 through December 2022;

BE IT FURTHER RESOLVED, That a portion of the levy funded public health nurses doing the work related to this grant and program expenses will be offset by grant funding; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Division Director is hereby authorized to amend the grant to alter the grant term, accept additional grant funds and continue grant funded full-time equivalents, consistent with County contracting policies, and inclusion of grant funds in future yearly recommended and adopted budgets, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, that the 2021 Public Health Adopted Budget is hereby amended as follows:

Expense	
Personnel Costs (1.0 FTE for 3 months)	\$ 32,435
Personnel Costs (0.6 FTE for 6 months)	\$ 38,922
Program Expenses	<u>\$ 12,854</u>
Total Expense	\$ 84,211

Revenue	
Strong Foundations Revenue	\$169,565
Use of Fund Balance	<u>(\$ 85,354)</u>
Total Revenue	\$ 84,211

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

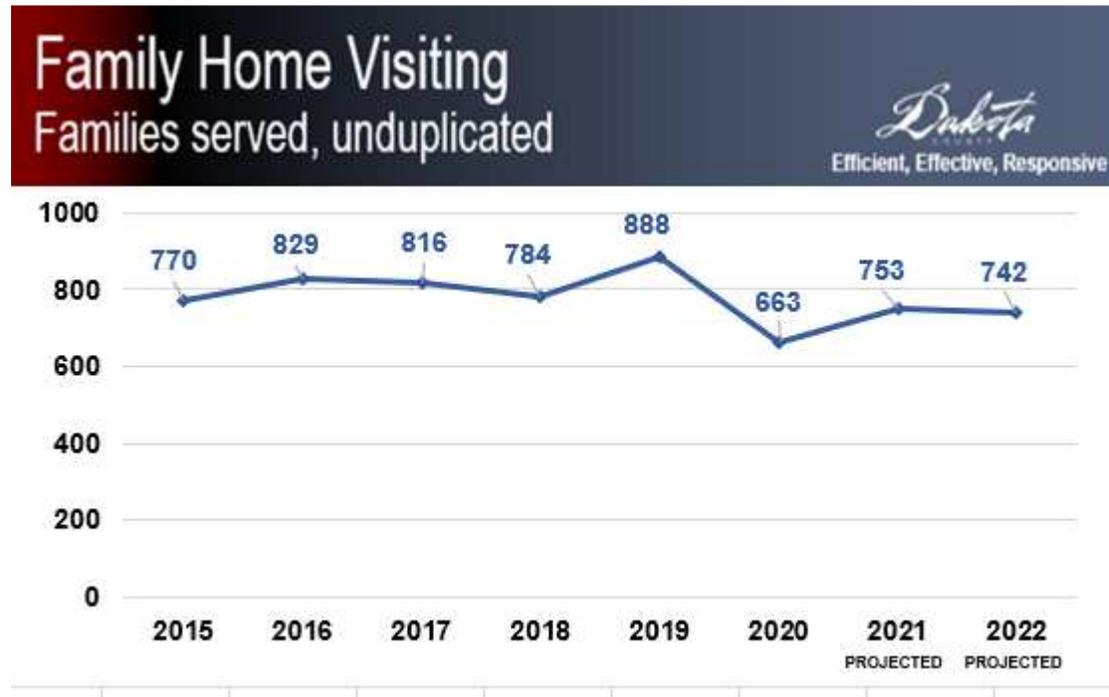
**Family Health Operations Manager
Rationale**

- Family Health is the largest section within Public Health with 40 FTE's who work in over eight different program areas.
- The Deputy Director oversees the family health section which includes coordinating 13 grants, over 13 contracts and an estimated budget of \$4.2 million, (35% of the Public Health budget).
- Multiple grant deliverables and reporting is complex, and the complicated blended funding across all the Family Health programs needs constant monitoring to ensure all revenues are maximized, invoices are submitted and budget is met.
- Currently there are three Family Health supervisors who are at capacity to meet the supervisory deliverables of the family home visiting.
- Family Health follows two evidence-based models that requires a specific staff/supervisor ratio in order to fully implement the model and meet accreditation standards. The added workload of the three family health supervisors takes away from their staff where they provide reflective, administrative supervision, which is a required component of the evidence-based home visiting programs.
- Hiring a Public Health Family Health Operations Manager, similar to Social Services and Employment and Economic Assistance, will align these departments and provide the similar support and the depth needed in the Public Health department.
- The Operations Manager would supervise four Family Health Supervisors and oversee three Coordinators and the Metro Alliance for Healthy Families (HFA) Manager to assure the work is well coordinated and integrated throughout the department, the division, and the County.
- The Operations Manager will work with the Deputy Director in developing, implementing, and updating family health policies and procedures to assure model fidelity. In addition, the Operations Manager will oversee the budget assuring maximum billing and fiscal efficiencies for program expenses and revenues.
- This position would add much needed capacity to guide family health strategic planning that is aligned with the Community Services division, Pathways to Prosperity, Integrated Service Delivery and Birth to Age Eight Initiatives.
- The Operations Manager will assist the Deputy in monitoring program outcomes and analyze data to direct program goals and objectives.

Outcomes

How much?

- Due to COVID-19, the number of families and home visits decreased in 2020, however projections show an increase in 2021 and 2022.



How well?

- In 2020, 87% of children were up to date with immunizations.
- 100% of children had their nine-month well child check- up done before one year of age.
- 97% of clients strongly agree or agree they were able to get assistance from a public health nurse when they needed support or referrals to community resources.

Is anyone better off?

- In 2020, 94% of babies delivered by mothers who were seen prenatally were born at a healthy weight, which exceeds the County target of 90%.

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE**Authorization To Amend 2021 Social Services Budget For Emergency Solutions Grant Coronavirus Funds**

Meeting Date: 3/16/2021	Fiscal/FTE Impact:
Item Type: Consent-Action	<input type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input checked="" type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Kastler, Madeline	

PURPOSE/ACTION REQUESTED

Authorization to amend the 2021 Social Services budget for the Emergency Solutions Grant Coronavirus Act Relief and Economic Security Funds.

SUMMARY

The Coronavirus Aid, Relief, and Economic Security (CARES) Act, enacted on March 27, 2020, appropriated \$4 billion in Emergency Solutions Grant Coronavirus (ESG-CV) funds to respond to the COVID-19 pandemic. These funds are administered by the U.S. Department of Housing and Urban Development (HUD) and must be used for activities that prevent, prepare for, and respond to the coronavirus pandemic. Because Dakota County is classified as an "urban county" (having a population over 200,000), Dakota County received a special allocation of ESG-CV funds in addition to the annual entitlement funds received by the County. The ESG-CV funds must adhere to the original program rules in addition to addressing the impacts caused by the COVID-19 pandemic. The Dakota County Community Development Agency (CDA) administers the entitlement ESG funds on behalf of Dakota County.

The ESG-CV funds must address the needs of individuals or families who are homeless or are at risk of homelessness because of the coronavirus and must support those eligible activities that mitigate the impacts of COVID-19. The proposed activities include emergency shelter, rental assistance to individuals and families at-risk of homelessness, stabilization services for these same groups, costs associated with the Homeless Management Information System, and grant administration.

By Resolution No. 20-597 (December 1, 2020), the 2019 Action Plan for federal funds was amended by the Dakota County Board of Commissioners. Dakota County has been allocated \$2,109,564. The grant agreement with HUD was signed on January 7, 2021. The ESG-CV funds must be fully expended by January 6, 2023.

Descriptions of the proposed activities with budgets for the ESG-CV funds are detailed in Attachment A. Dakota County Social Services will use part of the ESG-CV allocation to fund shelter activities through 2021 and into 2022. Hotel shelter will be funded through several different sources in 2021, as outlined in Attachment B.

RECOMMENDATION

Staff recommends authorization to amend the 2021 Social Services budget to include \$1,784,417 of ESG-CV funds for sheltering activities.

EXPLANATION OF FISCAL/FTE IMPACTS

There is a \$0 net County cost anticipated with this action.

Supporting Documents:

Attachment A: Emergency Solutions Grant Coronavirus Activities
 Attachment B: Hotel Shelter Funding Sources

Previous Board Action(s):

20-597; 12/1/2020

RESOLUTION

WHEREAS, the Coronavirus Aid, Relief, and Economic Security (CARES) Act, enacted on March 27, 2020, appropriated \$4 billion in Emergency Solutions Grant Coronavirus (ESG-CV) funds to respond to the COVID-19 pandemic; and

WHEREAS, these funds are administered by the U.S. Department of Housing and Urban Development (HUD) and must be used for activities that prevent, prepare for, and respond to the coronavirus pandemic; and

WHEREAS, because Dakota County is classified as an “urban county” (having a population over 200,000), Dakota County received a special allocation of ESG-CV funds in addition to the annual entitlement funds received by the County; and

WHEREAS, the ESG-CV funds must adhere to the original program rules in addition to addressing the impacts caused by the COVID-19 pandemic; and

WHEREAS, the Dakota County Community Development Agency (CDA) administers the entitlement ESG funds on behalf of Dakota County; and

WHEREAS, the ESG-CV funds must address the needs of individuals or families who are homeless or are at risk of homelessness because of the coronavirus and must support those eligible activities that mitigate the impacts of COVID-19; and

WHEREAS, the proposed activities include emergency shelter, rental assistance to individuals and families at-risk of homelessness, stabilization services for these same groups, costs associated with the Homeless Management Information System, and grant administration; and

WHEREAS, by Resolution No. 20-597 (December 1, 2020), the 2019 Action Plan for federal funds was amended by the Dakota County Board of Commissioners with Dakota County receiving \$2,109,564 of the ESG-CV funds; and

WHEREAS, the grant agreement with HUD for the ESG-CV funds was executed on January 7, 2021, and all ESG-CV funds must be fully expended by January 6, 2023; and

WHEREAS, Dakota County Social Services will be using part of the ESG-CV allocation to fund shelter activities through 2021 and into 2022.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby approves an amendment to the 2021 Social Services budget as follows:

REVENUE

Emergency Solutions Grant Coronavirus Funds	<u>\$1,784,417</u>
TOTAL REVENUE	\$1,784,417

EXPENSE

Emergency Solutions Grant Coronavirus Funds	<u>\$1,784,417</u>
TOTAL EXPENSE	\$1,784,417

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 ESG-CV Funds Proposed Activities

Potential Activity:	Emergency Shelter Operations
Purpose of Activity	To provide funding hotel vouchers for homeless individuals and families through December 31, 2021.
Eligible Activity:	Yes (<i>24CFR 576.102</i>) <ul style="list-style-type: none"> • Shelter operations can include hotel vouchers provided there is no appropriate emergency shelter available.
Total potential funding:	Approximately \$1,784,417 would be used for hotel stays from December 1, 2020 through December 31, 2021.
Points to Consider:	Due to the COVID-19 pandemic, it is not feasible for homeless persons to stay in temporary locations such as churches, which has been the standard approach to emergency shelter in Dakota County. The County currently has contracts with providers for 90 units of emergency shelter via hotels.
Reporting Measurements:	<ul style="list-style-type: none"> • Income, Race, Gender, FHH, others as required by HMIS • Must have a connection to COVID

Dakota County ESG-CV Funds Proposed Activities

Potential Activity:	Homelessness Prevention – Short- and Medium-Term Rental Assistance
Purpose of Activity	Provide rental assistance to individuals and families at-risk of becoming homeless.
Eligible Activity:	<p>Yes (<i>24CFR 576-106</i>)</p> <ul style="list-style-type: none"> • Short-term rental assistance – up to 3 months of rent • Medium-term rental assistance – 3-24 months of rent <p>NOTE: ESG assistance cannot exceed 24 months.</p>
Total potential funding:	Approximately \$50,000 depending on documented needs and funding availability.
Points to Consider:	<ul style="list-style-type: none"> • Clients must on Coordinated Entry list • Clients must have documented need that is directly tied to coronavirus pandemic
Reporting Measurements:	<ul style="list-style-type: none"> • Income, Race, Gender, FHH, others as required by HMIS • Must have a connection to COVID

Potential Activity:	Homelessness Prevention – Stabilization Services
Purpose of Activity	Provide stabilization services to individuals and families at-risk of becoming homeless
Eligible Activity:	<p>Yes (<i>24CFR 576.106</i>)</p> <ul style="list-style-type: none"> • Application fees, first/last month's rent, security deposits, utility payments, etc. for individuals and families at-risk of homelessness <p>NOTE: ESG assistance cannot exceed 24 months</p>
Total potential funding:	Approximately \$22,000 depending on documented needs and funding availability
Points to Consider:	<ul style="list-style-type: none"> • Clients must be on the Coordinated Entry list • Clients must have documented need that is directly tied to coronavirus pandemic
Reporting Measurements:	<ul style="list-style-type: none"> • Income, Race, Gender, FHH, others as required by HMIS • Must have a connection to COVID

Dakota County ESG-CV Funds Proposed Activities

Potential Activity:	Homeless Management Information System (HMIS)
Purpose of Activity	To cover the costs of contributing data to the HMIS, which is required by the ESG statute.
Eligible Activity:	Yes (24CFR 576.107)
Total potential funding:	\$42,191 (2% of grant funds)
Points to Consider:	None; HMIS is an eligible expense
Reporting Measurements:	Not applicable

Potential Activity:	Grant Administration
Purpose of Activity	To cover the Dakota County and Dakota County CDA's staff and operation costs related to the general grant administration.
Eligible Activity:	Yes, CARES Act allows up to 10% of grant funds to be used for administration costs.
Potential Subrecipients:	None
Total potential funding:	\$210,956 would be used for the County and CDA's costs for the life of the grant.
Points to Consider:	None; grant administration is an eligible expense
Reporting Measurements:	Not applicable

Hotel Shelter Funding Sources and Uses 2021

<u>Sources</u>	
DHS Shelter Allocation Grant	\$ 899,823
ESG-CV*	\$ 1,196,524
Emergency Solutions Grant	\$ 32,446
DHS Emergency Shelter Program	\$ 90,665
County Funds Including Carryover**	\$ 717,860
SOURCES TOTAL	\$ 2,937,318
<u>Uses</u>	
105 hotel rooms for 12 months	\$ 2,836,900
5 hotel rooms for 6 months	\$ 58,398
Cleaning services for 6 months	\$ 42,020
USES TOTAL	\$ 2,937,318
*The full ESG-CV grant amount will be used through May 2022	
**2021 annual shelter funds plus unspent 2020 housing dollars due to use of CARES funds	

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE**Authorization To Respond To Request For Assessment Of Need/Letter Of Support From Sutton Outpatient Services**

Meeting Date: 3/16/2021	Fiscal/FTE Impact:
Item Type: Consent-Action	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: Excellence in public service
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Schug, Emily	

PURPOSE/ACTION REQUESTED

Authorize staff to provide a letter to the Minnesota Department of Human Services (DHS) supporting the needs for an outpatient chemical dependency program in response to the request from Sutton Outpatient Services.

SUMMARY

Under Minnesota Rule 9530.6800, the need for additional or expanded chemical dependency treatment programs must be determined, in part, based on the recommendations 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 the DHS Commissioner that either supports or does not support the need for the applicant's program.

On February 3, 2021, Dakota County received a request (Attachment A) from Robert Sutton, Owner at Sutton Outpatient Services, requesting that Dakota County provide a written statement that supports the need for the program. The letter requests support for a location to provide an outpatient chemical dependency program in Dakota County.

In response to the request Dakota County staff reviewed the results of the County's local needs assessment, including the data showing the need for an outpatient chemical dependency program, in Dakota County, which supports a need for the type of programming that Sutton Outpatient Services is providing and will continue to provide at their location in Dakota County.

Dakota County is not taking any position about Sutton Outpatient Service'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 chemical dependency program in Dakota County as proposed by Sutton Outpatient Services.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment A: Letter from Sutton Outpatient Services

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 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 February 3, 2021, Dakota County received a request from Robert Sutton, Owner at Sutton Outpatient Services, 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 position about Sutton Outpatient Service's qualifications or ability to meet identified needs; and

WHEREAS, DHS will process Sutton Outpatient Service's request for a license to provide an outpatient chemical dependency program in their location in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby 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 chemical dependency program in Dakota County as proposed by Sutton Outpatient Services."

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



Sutton Outpatient Services
SOS



January 26, 2021

Dakota County Commissioner
Administration Center
1590 Highway 55
Hastings MN 55033-2343

To Whom it May Concern;

I am writing today to introduce myself as the sole proprietor of a minority owned business. I currently in the process of submitting an application to DHS for a license to operate an outpatient chemical dependency treatment center in West St. Paul, MN. We have recently received approval from the West St. Paul Planning Commission to operate an outpatient substance use treatment center at 1700 Livingston Avenue, suite 120 in West St. Paul. As required under Minnesota Administrative Rules 9530.6810, we are requesting the Dakota County Board of Commissioners to present the Commissioner with a recommendation supporting the need for an additional chemical dependency treatment program in West St. Paul, MN, Dakota County.

I have already submitted, and was approved for, a conditional use permit to the West St. Paul Planning Commission to operate a treatment center our current location. The resolution approving the permit is attached for your reference. I am currently offering education, on prevention and recovery services to at risk youth ages 18-25 based on an existing relationship with YouthLink. Although they are located in Minneapolis, transportation will be provided by YouthLink. I am also working to build a relationship with Dakota County Probation as well as their drug court and family court to provide chemical health treatment, education and assessments, as well as Driving with Care classes. It is my understanding that this business model is not yet represented in West St. Paul, and our services are greatly needed to help serve residents who are struggling with using mood altering substance and addiction leading to disorderly behavior, driving while intoxicated and civil disobedience within the city and in the surrounding communities. It has been shown since the start of the Covid 19 Pandemic individuals, family's employees and communities at large have been negatively affected by this crisis.

Alcoholism, illicit drug usage/abuse, untreated mental illness and/or declining mental health has become more prominent. While maladaptive method used by these members of our community to cope with these difficult times is causing more harm to their families, neighbors, and the community at large.



Sutton Outpatient Services
SOS

The research I conducted, including a conversation with Officer Jesse Mettner of the West St Paul Police Department, revealed that he and other officers are tasked with addressing the mental health crisis within the community. Officer Mettner also indicated that while the number of individuals driving while intoxicated remains steady, there is an increase in the number of individuals driving under the influence of drugs. This has resulted in homelessness, shoplifting, burglaries, and domestic abuse which will continue to increase without additional substance use treatment and educational services being offered to the City of West St Paul, the surrounding communities, and the Dakota County Department of Corrections.

I understand 50% of all Group Residential Housing (GRH) and government assistance programs in Dakota County are located in West St. Paul or the immediate area, including the Guild Program that houses Adult Assertive Community Treatment (ACT) that offers intensive, non-residential mental health services for persons with serious mental illness. I understand that program is plagued with substance abuse clients who may find it difficult to have their substance abuse issues addressed due to a lack of available services in their community, and limited options for transportation to programs outside of their community.

Sutton Outpatient Services will offer an array of services starting with our driving with care program. Our long-term goal is to develop a 245G Program that offers Chemical Dependency Treatment on an Outpatient basis and finally, offering Outpatient services with Lodging. The goal will be to offer all these services within the City of West St. Paul.

I am a Licensed Drug and Alcohol Counselor (LADC) and Clinical Supervisor with over 20 years of experience in the Twin Cities area. As a result, I have a wide range of referral sources including Ramsey, Dakota, and Hennepin Chemical Health Divisions and their corresponding Correctional Agents. I have also cultivated relationships with multiple assessors in various programs that I've worked with over the years. I plan to service approximately 16-25 clients per quarter, with a total of 64 -100 clients annually depending on their needs.

My intent and efforts will be to offer educational classes and chemical dependency counseling with the intent to include mental health services at this location in the future. I do provide community-based education on subjects including, but not limited to, recidivism, drug and alcohol education, and anger management in addition to Driving with Care. I would be happy to meet with you remotely to discuss these services, and how we can work together to assist this underserved population.

Attached is the DHS Licensing Application for Sutton Outpatient Services, LLC, along with the relevant attachments, and a copy of the resolution from the City of West St. Paul approving a conditional use



Sutton Outpatient Services
SOS

permit allowing Sutton Outpatient Services to operate at 1700 Livingston Avenue, Suite 120, West St. Paul, MN 55118.

Sincerely,

A handwritten signature in black ink that reads "Robert H. Sutton, LADC". The signature is written in a cursive style with a large, stylized initial 'R'.

Robert H. Sutton, LADC
Owner/CEO, Sutton Outpatient Services, LLC

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 21-014

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO
ALLOW A MEDICAL OFFICE IN A B3 – GENERAL BUSINESS
DISTRICT AT 1700 LIVINGSTON AVENUE, SUITE 120 –
SUTTON OUTPATIENT SERVICES**

WHEREAS, a conditional use permit application has been submitted to the City for the property currently legally described as:

CURRENT: N 266.38 FT OF N 1216.26 FT OF E 477 FT OF W 1/2 OF SW 1/4 EX W 12 FT EX S 133.19 FT OF E 280 FT THERE OF & EX S 68 FT OF W 197 FT THERE OF EX E 280 FT

WHEREAS, a public hearing concerning the conditional use permit was held before the West St. Paul Planning Commission on December 15, 2020;

WHEREAS, the West St. Paul Planning Commission has recommended that the City Council of West St. Paul approve the conditional use permit;

WHEREAS, a public hearing concerning the conditional use permit was held before the West St. Paul City Council on January 11, 2021;

WHEREAS, the West St. Paul City Staff recommended the City Council approve the conditional use permit application; and

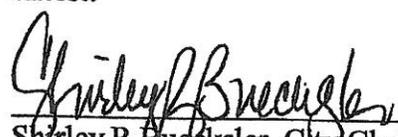
NOW, THEREFORE, BE IT RESOLVED by the West St. Paul City Council that the conditional use permit for 1700 Livingston Avenue, Suite 120, requested by Robert Sutton of Sutton Outpatient Services, is hereby approved subject to the following condition:

1. The applicant shall apply for and obtain all applicable building and sign permits with the City of West St. Paul.

Adopted by the City Council of the City of West St. Paul, Minnesota, this 11th day of January 2021.



 David J. Napier, Mayor

Attest:


 Shirley R. Bucksler, City Clerk

DAKOTA COUNTY COMMUNITY SERVICES COMMITTEE

Housing Business Plan Update

Meeting Date: 3/16/2021	Fiscal/FTE Impact:
Item Type: Regular-Information	<input checked="" type="checkbox"/> None <input type="checkbox"/> Other
Division: Community Services	<input type="checkbox"/> Current budget <input type="checkbox"/> Amendment requested
Department: Social Services	<input type="checkbox"/> New FTE(s) requested
Contact: Henspeter, Evan	Board Goal: A great place to live
Contact Phone: (651) 554-6344	Public Engagement Level: N/A
Prepared by: Kastler, Madeline	

PURPOSE/ACTION REQUESTED

Receive an update on the Housing Business Plan and seek direction on next steps in planning for shelter needs in Dakota County.

SUMMARY

The Dakota County Board of Commissioners formed a Shelter Leadership Work Group in May 2017 to explore shelter options for single adults in Dakota County. The Work Group was comprised of County Commissioners, the Dakota County Sheriff, leadership from Dakota County's Community Services Division and the Dakota County Community Development Agency (CDA), three local pastors, and a person who had experienced homelessness in Dakota County.

After reviewing available data and gathering feedback from the community, the group recommended a comprehensive approach to address the underlying driver of the need for shelter: lack of affordable, accessible homes. The group concluded that emergency shelter alone would not address the housing crisis and that shelter must be part of a complete continuum of supports to help people achieve housing stability.

The group identified three ingredients as needed to end a housing crisis: available units, support services, and rental assistance. These ingredients are the basis for Dakota County's Housing Business Plan, a four-year plan to create adequate housing and service resources to address the needs of people on the Coordinated Entry Priority List.

The Housing Business Plan 2018-2020 Progress Report and levy funding investments are attached (Attachments A and B).

Staff will provide an update on investments and outcomes in the first three years of the Housing Business Plan, from 2018-2020. Staff will also seek direction on next steps in planning for shelter needs in Dakota County.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

None.

Supporting Documents:

Attachment A: Housing Business Plan Progress Report

Attachment B: Levy Funding Investments

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



BACKGROUND

The Dakota County Board of Commissioners formed a Shelter Leadership Work Group in May 2017 to explore shelter options for single adults in Dakota County. The Work Group was comprised of County Commissioners, the Dakota County Sheriff, leadership from Dakota County's Community Services Division and the Dakota County Community Development Agency (CDA), three local pastors, and a person who had experienced homelessness in Dakota County.

After reviewing available data and gathering feedback from the community, the group recommended a comprehensive approach to address the underlying driver of the need for shelter: lack of affordable, accessible homes. The group concluded that emergency shelter alone would not address the housing crisis and that **shelter must be part of a complete continuum of supports to help people achieve housing stability.**

The group identified **three ingredients** as needed to end a housing crisis: **available units**, **support services**, and **rental assistance**.



These ingredients are the basis for Dakota County's Housing Business Plan – a four-year plan to create adequate housing and service resources to address the needs of people on the Coordinated Entry Priority List.

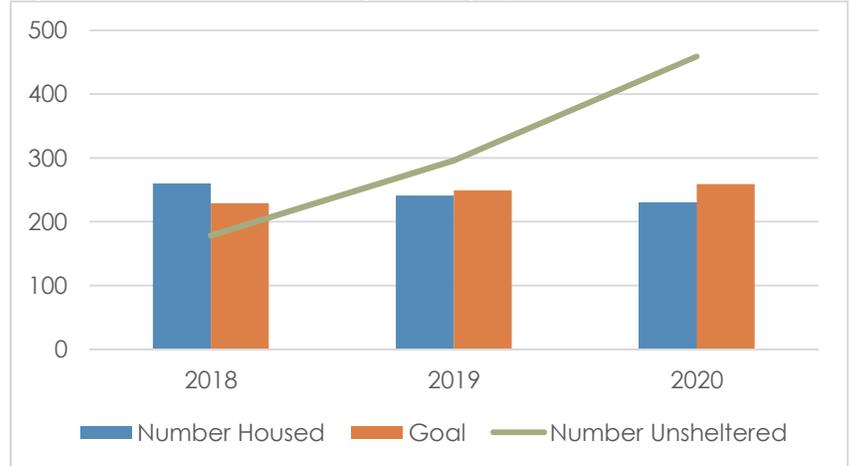
HOUSING BUSINESS PLAN

2018 – 2020 Progress Report

THE BIG PICTURE

The below chart shows the number of households housed per year from the Coordinated Entry list compared to the Housing Business Plan goal. The green line represents the number of unsheltered people reported in the last quarter of each year by Dakota County's street outreach provider.

Figure 1: Households Securing Housing by Year



As the chart demonstrates, Dakota County has largely met its housing goals over the first three years of the Housing Business Plan (651 households secured housing compared to cumulative goal of 737). Despite this, the number of people experiencing unsheltered homelessness has risen dramatically over the same time period.

The next page includes a detailed review of Housing Business Plan investments and outcomes from 2018 – 2020.

INVESTMENTS AND OUTCOMES

The below table describes investments planned for each year of the Housing Business Plan as well as the outcomes of each. These new annual investments are included in the base budget in subsequent years.

As illustrated by the below table, individual programs and activities are mostly going as planned. In a couple of instances, programs have worked differently than anticipated. For example, Community Services decided to reduce caseloads for Housing Search and Stability Services in 2018 in order to provide quality services, impacting the number of people served at any given time. More recently, the County has seen somewhat mixed results from the Levy-Funded Rental Assistance program. While the program has been very successful in helping people move out of shelter and maintain housing stability, fewer households have transitioned off the county voucher than expected. This has reduced the ability to “recycle” the county voucher for other households.

Table 1: Housing Business Plan, Investments and Outcomes

Year	Activity*	Annual HBP Investment	Expected Outcome	Actual Outcome**
2018	Housing Search and Stability Services	\$700,000	237 households served at any given time	 Avg. 171 households served at any given time
	Emergency Shelter	\$250,000	200 individuals sheltered each shelter season	 Avg. 212 individuals sheltered each season
	Lincoln Place	\$200,000 \$40,000	80% housed for 12+ months	 86% housed for 12+ months
	Landlord Engagement	\$50,000	Increase access to rental units by maintaining existing and building new landlord relationships.	 § 100+ set aside units § Eviction Court Clinic § Holiday Acres § Eviction Prevention, Landlord Access
	Hard-to-House Units (CDA)		10 units 100% stably housed	 § 12 households total § 10 households currently § 92% stably housed ○ 1 exited unsuccessfully ○ 1 exited to purchase home
2019	Levy-Funded Rental Assistance	\$240,000	20 vouchers for families to move out of shelter Households transition off county voucher	 18 households housed, 3 searching; Avg. 65 days to move into housing  2 households transitioned
2020	Cahill Place	\$630,000 services 40 Project Based Vouchers \$2M capital	40 families stably housed	 23 families stably housed § Units started being filled in October 2020
New Annual Investments – Cumulative		\$2,030,000		

*Activity key: **available units**, **support services**, and **rental assistance** (Note: some activities, like Lincoln Place and Cahill Place, impact all three ingredients for housing stability)

**Outcomes reported are through Q4 of 2020

LESSONS AND INSIGHTS

Below are some additional lessons and insights from the first three years of Dakota County's Housing Business Plan to inform future planning:

- Despite good performance on Housing Business Plan investments, **unsheltered homelessness has increased** in Dakota County and regionally.
- While individual programs and activities are working well, we must focus on **“system flow”** to ensure housing resources work well together in moving people from housing crisis to stability.
- Dakota County now has a robust homelessness response system with a high level of community awareness and support. However, responding to homelessness after the fact will not solve our housing crisis. We must also focus on **preventative and protective measures** such as eviction prevention, career pathways and upward economic mobility.
- The Housing Business Plan has relied on data from the Coordinated Entry priority list to measure success. However, this list has not been a consistent, reliable data source over the last three years. Due to extensive changes to the Coordinated Entry System, fewer households are eligible to be on the list and fewer housing programs are using this list for referrals. Because of these changes, **the Coordinated Entry list no longer fully reflects homelessness, nor the total number of people stably housed each year in Dakota County**. Going forward, Dakota County should identify more reliable, consistent, and complete data sources to track progress and measure success.
- **COVID-19** and related economic hardship have increased the trajectory of housing stability and will likely result in **record homelessness** nationally and locally.
- The Housing Business Plan envisioned a short-term need to invest in emergency shelter, based on projected reductions in homelessness from planned activities. Given overall growth in unsheltered homelessness in Dakota County, additional exploration of **permanent shelter solutions** may be needed.



MOVING FORWARD

As intended with the original design of the Housing Business Plan, 2021 will be a year of planning for the next phase of housing investments. **The impact of COVID-19 adds urgency to this planning.** For example, Dakota County is highly reliant on hotels for sheltering. Staff need input on options if/when hotels return to normal business and can no longer provide space for emergency shelter. Additionally, the eviction moratorium will likely end in 2021 and we anticipate a mass wave of resulting housing displacements that our homelessness response system is not equipped to manage.

The Dakota County Board of Commissioners requested that the Shelter Leadership Workgroup reconvene in early 2021 to review progress from the 2018-2020 Housing Business Plan and begin future planning. The group will again include Dakota County Commissioners, the Dakota County Sheriff, leadership from the Dakota County CDA and Dakota County Community Services, faith community representatives and persons who have experienced housing instability and/or homelessness. The workgroup will meet between January and April 2021 to plan for both immediate-term and longer-term housing and service needs.

Service	Annual County Investment 2017	Housing Business Plan Investment	Annual County Investment 2021
Shelter	\$202,500	\$250,000	\$452,500
Housing Search and Stability Services	\$312,000	\$700,000	\$1,012,000
Services at Permanent Supportive Housing Sites (Haralson, Lincoln Place and Cahill Place)	\$169,000	\$830,000	\$999,000
Rental Assistance (CDA Levy)	\$160,000	\$240,000	\$400,000
Landlord Engagement	\$50,000	\$50,000	\$100,000
TOTALS	\$893,500	\$2,070,000	\$2,963,500*

*This total does not include all housing activities, only those impacted by the Housing Business Plan Investments

*Grant funds from the State of Minnesota, the U.S. Department of Housing and Urban Development and various foundations support and complement these investments through street outreach, prevention services, RRH, shelter diversion, etc.

*Does not reflect COLA increases