



# Dakota County

## Community Services Committee of the Whole

### Minutes

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Tuesday, November 1, 2022

1:00 PM

Conference Room 3A, Administration  
Center, Hastings

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#### 1. Call To Order And Roll Call

**Present:** Commissioner Slavik, Commissioner Gaylord, Chairperson Halverson, Commissioner Atkins, Commissioner Workman, Commissioner Holberg and Commissioner Hamann-Roland

Also in attendance were Matt Smith, County Manager; Jen Wolf, Assistant County Attorney; Marti Fischbach, Community Services Division Director; Colleen Collette, Administrative Coordinator.

The meeting was called to order at 9:00 a.m. by the Chair, Commissioner Laurie Halverson.

The audio of this meeting is available upon request.

#### 2. Audience

Commissioner Laurie Halverson asked if there was anyone in the audience that wished to address the Committee. No one came forward and no one submitted comments to CountyAdmin@co.dakota.mn.us.

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

##### 3.1 Approval Of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Joe Atkins

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Atkins, the agenda was unanimously approved. The motion carried unanimously.

Ayes: 7

#### 4. Consent Agenda

Motion: Kathleen A. Gaylord

Second: Joe Atkins

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

##### 4.1 Approval Of Minutes Of Meeting Held On October 11, 2022

Motion: Kathleen A. Gaylord

Second: Joe Atkins

**4.2** Authorization To Execute A Contract, Contract Amendments And Execute Joint Powers Agreements For Community Corrections Services

Motion: Kathleen A. Gaylord

Second: Joe Atkins

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

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

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

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

WHEREAS, by Resolution No.19-868 (December 3, 2019), the Dakota County Board of Commissioners authorized execution of a JPA with Independent School District (ISD) 917 for education services at the Juvenile Service Center for the period January 1, 2020 through December 31, 2022; and

WHEREAS, by Resolution No. 20-618 (December 8, 2020), the Dakota County Board of Commissioners authorized execution of contracts with the following vendors and services: General Security Services Corporation (GSSC) for Sentence to Serve Work Crews Supervision with a not to exceed amount of \$609,000 for the period of January 1, 2021 to December 31, 2022, and Nystrom & Associates for Juvenile Wrap Around Services with a not to exceed amount of \$120,000 for the period of January 1, 2021 to December 31, 2022; and

WHEREAS, staff is requesting authorization to execute a new contract with GSSC in a not to exceed amount of \$609,000 for the period of January 1, 2023 through December 31, 2023; and

WHEREAS, a contract amendment is requested to the Nystrom and Associates contract extending the expiration date to December 31, 2023, increasing the not to exceed amount from \$120,000 to \$180,000; and

WHEREAS, a contract amendment is requested to extend the expiration date to December 31, 2023, for Life Development Resources for Adult Sex Offender Treatment Services, increasing the not to exceed amount from \$75,000 to \$128,000; and

WHEREAS, solicitations for these services is to be completed in 2023 as solicitations for services were not completed in 2021 or 2022 due to COVID 19; and

WHEREAS, staff recommends executing a JPA with ISD 917 for education services at the Juvenile Service Center for the period of January 1, 2023 through December 31, 2025; and

WHEREAS, staff recommends executing JPA's with the Cities of Apple Valley, Burnsville, Eagan, Farmington, Lakeville, and MnDOT for the purchase of STS services from Dakota County at a cost of \$481.00 per day for five or more workers per crew, and \$240.50 per day for work crews with less than five workers, for the period of January 1, 2023 through December 31, 2023; and

WHEREAS, funding for these contracts and revenue from STS-related joint powers agreements with public entities will be included in the 2023 County Manager's Recommended Budget.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute amendments to the contracts with the following vendors at the rates listed for Community Corrections services for the period of January 1, 2023 through December 31, 2023, subject to approval by the County Attorney's Office as to form:

**Agency: Life Development Resources**

1. Service: Adult Sex Offender Treatment Services
  - a. Group Therapy Rate: \$83.00 per session
  - b. Individual/Conjoint Sessions: \$172.00 per session
  - c. Intake (Diagnostic Interview): \$430.00 per session

**Agency: Nystrom & Associates**

1. Service: Wrap-Around Dual Diagnosis Facilitation Services
  - a. Rate: \$52.00 per hour

**Agency: General Security Services Corporation (GSSC)**

1. Service: Sentence to Service Work Crew Supervision
  - a. Rate: \$357.00 per work crew day

; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute joint powers agreements as presented with Independent School District 917 for education services at the Juvenile Service Center for the period of January 1, 2023 through December 31, 2025; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute joint powers agreements as presented with the Cities of Apple Valley, Burnsville, Eagan, Farmington, Lakeville and with the Minnesota Department of Transportation for the purchase of guaranteed Sentence to Service work crew days at a rate of

\$481.00 per day for five or more workers per crew, and \$240.50 per day for work crews with less than five workers, for the period of January 1, 2023 through December 31, 2023; and

BE IT FURTHER RESOLVED, That the contracts shall contain a provision that allows the County to immediately terminate the contracts in the event sufficient funds from 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 contracts, consistent with the amount budgeted, to alter the number and types of clients served, types of services provided, service rates, contract amount and the contract term, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form.

This item was approved and recommended for action by the Board of Commissioners on 11/15/2022.

**4.3** Authorization To Execute Twin Cities Public Health And Environmental Health Entities In Minnesota Mutual Aid Agreement

Motion: Kathleen A. Gaylord

Second: Joe Atkins

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

WHEREAS, Dakota County has participated in and benefits from the implementation of regional public health preparedness initiatives; and

WHEREAS, emergencies may occur in the future that will require local public health and environmental health entities to come to the aid and assistance of other local public health and environmental health entities; and

WHEREAS, by Resolution No. 06-265 (June 20, 2006), the County Board authorized the execution of the first Public Health Mutual Aid Agreement, initiated by Hennepin County and represented 11 local public health agencies in the metropolitan region; and

WHEREAS, the Twin Cities Public Health and Environmental Health Entities in Minnesota Mutual Aid Agreement (Mutual Aid Agreement) agreement has been in place by Resolution Nos. 07-542 (November 27, 2007), 11-588 (December 13, 2011), and 12-566 (November 20, 2012); and

WHEREAS, the current Mutual Aid Agreement in place was authorized by Resolution No. 17-574 (November 14, 2017), and expires on December 31, 2022; and

WHEREAS, staff recommends authorization to execute the Mutual Aid Agreement for the period of January 1, 2023 through December 31, 2027, between the Counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington, the Cities of Bloomington, Brooklyn Park, Edina, Maplewood, Minneapolis, Minnetonka, Saint Paul, Richfield, and Wayzata, and the University of Minnesota; and

WHEREAS, the Dakota County Attorney's Office, did not have any issues with the minor changes and approved the Mutual Aid Agreement, pending County Board authorization.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Board Chair to execute the Twin Cities Public Health and Environmental Health Entities in Minnesota Mutual Aid Agreement for the period of January 1, 2023 through December 31, 2027, subject to approval by the County Attorney's Office as to form.

This item was approved and recommended for action by the Board of Commissioners on 11/15/2022.

#### **4.4 Authorization To Execute Contract Amendments For Shelter Services**

Motion: Kathleen A. Gaylord

Second: Joe Atkins

WHEREAS, the Housing section in the Social Services Department provides both in-house and contracted services across the service continuum; and

WHEREAS, contracted services include street outreach, intake and assessment, emergency shelter, transitional housing, permanent supportive housing, and housing search and stability services; and

WHEREAS, throughout the COVID-19 pandemic, Dakota County increased emergency shelter capacity in hotels; and

WHEREAS, to ensure high quality services, Dakota County conducted a full Request for Proposal (RFP) process in summer 2021 for five housing services; and

WHEREAS, a review committee comprised of staff from across Social Services reviewed and scored proposals from six vendors and recommended authorization to execute contracts for hotel housing services with Ally Supportive Services, LLC, The Link, and Extended Stay America Management, LLC; and

WHEREAS, by Resolution Nos. 21-580 and 21-596 (December 14, 2021), the Dakota County Board of Commissioners authorized contracts for hotel shelter services with Ally Supportive Services, LLC, The Link, and Extended Stay America Management, LLC for the period of January 1, 2022 through June 30, 2022; and

WHEREAS, by Resolution No. 22-252 (June 21, 2022), the Dakota County Board of Commissioners authorized amendments for the same vendors to allow services to continue through December 31, 2022; and

WHEREAS, on March 15, 2022, the Dakota County Board of Commissioners heard an update on research and recommendations for a permanent emergency shelter facility; and

WHEREAS, in order to accommodate continued shelter planning and shelter services, staff recommends continuing with hotel shelter contracts for 2023 to ensure continuity of emergency shelter services while long-term planning continues, by which funding for this activity comes from federal, state and local funds.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute hotel shelter contracts for the dates specified below, and increase the not to exceed contract amounts as follows, subject to approval by the County Attorney's Office as to form:

**Service - Agency: Not to Exceed Amount, Dates**

- Hotel Shelter-Single Adults - Ally Supportive Services, LLC: \$281,400, January 1- April 15, 2023
- Hotel Shelter-Youth Ages 18-24 - The Link: \$565,602, January 1 - December 31, 2023
- Hotel Shelter-Single Adults - Extended Stay America Management, LLC: \$1,000,000, January 1 - December 31, 2023

; and

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

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

This item was approved and recommended for action by the Board of Commissioners on 11/15/2022.

**4.5 Authorization To Execute Contract With Center City Housing Corp. For Cahill Place Services**

Motion: Kathleen A. Gaylord

Second: Joe Atkins

WHEREAS, Cahill Place Apartments is a supportive housing apartment program in Inver Grove Heights; and

WHEREAS, the building has 40 two and three-bedroom units and is dedicated to families who have experienced homelessness and housing instability; and

WHEREAS, this project is a collaboration between Center City Housing Corp. (developer), the Dakota County Community Development Agency (CDA) (capital funding and project-based housing vouchers), and Dakota County (support service funding), among other partners and funders; and

WHEREAS, in February 2019, Dakota County Social Services issued a Request for Proposals for the onsite support services at Cahill Place; and

WHEREAS, two proposals were received, and a selection committee comprised of staff from the CDA and Social Services selected Center City Housing Corp. as the service provider; and

WHEREAS, by Resolution 20-195 (April 20, 2020), the Dakota County Board of Commissioners authorized execution of a contract with Center City Housing Corp. in an amount not to exceed \$650,000 annually; and

WHEREAS, staff recommends authorizing execution of a new contract for the term of January 1, 2023 through December 31, 2023, in a contract amount not to exceed \$650,000; and

WHEREAS, Center City Housing Corp. will provide the same and or similar services as they did in the prior contract.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Center City Housing Corp. for onsite supportive services at Cahill Place Apartments in Inver Grove Heights, for the period of January 1, 2023 through December 31, 2023, in a contract amount not to exceed \$650,000, subject to approval by the County Attorney's Office as to form; and

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

BE IT FURTHER RESOLVED, That the contracts shall contain a provision that

allows the County to immediately terminate the contracts in the event sufficient funds from the county, state, or federal sources are not appropriated at a level sufficient to allow payment of the amounts due.

This item was approved and recommended for action by the Board of Commissioners on 11/15/2022.

**4.6** Authorization To Execute Three Contracts With Guild, Inc., For Rental Assistance Administration And Case Management

Motion: Kathleen A. Gaylord

Second: Joe Atkins

WHEREAS, Dakota County issued a Request for Proposals (RFP) for a vendor to provide rental assistance administration services on behalf of Dakota County Social Services in 2018; and

WHEREAS, by Resolution No. 18-425 (August 21, 2018), the Dakota County Board of Commissioners authorized the Community Services Director to contract with Hearth Connection for rental assistance administration; and

WHEREAS, by Resolution Nos. 19-850 (November 26, 2019), and 20-238 (May 12, 2020), the Dakota County Board of Commissioners authorized the Community Services Director to execute renewal contracts with Hearth Connection to provide rental assistance; and

WHEREAS, Hearth Connection subcontracted with Guild to provide case management; and

WHEREAS, Rental Assistance resources included in the RFP are U.S. Department of Housing and Urban Development (HUD) Continuum of Care Rapid Re-Housing (CoC RRH) and HUD Emergency Solutions Grant Rapid Re-Housing (ESG RRH); and

WHEREAS, Dakota County is the grant recipient for the CoC RRH program and the administrator on behalf of the CDA for the ESG RRH program; and

WHEREAS, these relationships will remain in place with the selection of a Rental Assistance Administrator; and

WHEREAS, the HUD CoC RRH funds are secured annually through a competitive grant process that runs from June 1 through May 31 of each year and is anticipated to renew, serving 48 family households at a time; and

WHEREAS, total rental assistance, application fee, security deposit and administration funds currently available are \$329,500 for the grant year and must be spent within each grant period; and

WHEREAS, the HUD ESG RRH funds are secured annually through a formula allocation that runs from July 1 through June 30 of each year and is anticipated to renew, serving approximately 5 households (singles and families) at a time; and

WHEREAS, total rental assistance, application fee, security deposit and administrative funds currently available are \$50,000 for the grant year and must be spent within 18 months of the beginning of the grant period; and

WHEREAS, rental assistance administration includes: management of RRH rental assistance budgets and rent payments to landlords, management of program participant file and documentation requirements per program regulations, connection of participants to required case management services, and provision of all data entry; and

WHEREAS, to simplify administration, staff recommends that Dakota County contract directly with Guild to provide both rental assistance and case management services; and

WHEREAS, Dakota County will issue a solicitation for this service for 2024 contracts.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute contracts for rental assistance administration and case management with Guild Inc., as follows, subject to approval by the County Attorney's Office as to form:

**Service: Term, Amount**

- HUD Continuum of Care Rental Assistance Administration: date of execution through May 31, 2023, \$329,500
- HUD Emergency Solutions Grant Rental Assistance Administration: date of execution through June 30, 2023, \$50,000
- County-funded rental assistance: date of execution through December 31, 2023, \$610,000

; and

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

BE IT FURTHER RESOLVED, That the contracts shall contain a provision that allows the County to immediately terminate the contracts in the event sufficient

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

This item was approved and recommended for action by the Board of Commissioners on 11/15/2022.

## **5. Regular Agenda**

### **5.1 Financial Empowerment Services Update**

Sue Krey, Programs Operations Manager, and Julie Killian, Program Supervisor, both from Employment and Economic Assistance, presented on this item and stood for questions. This item was on the agenda for informational purposes only. No staff direction was given by the Committee.

Informational only; no action requested.

### **5.2 Refugee Health Board Update 2022**

Christine Lees, Supervisor, and Katelyn Johnstone, Administrative Manager, both from Public Health, presented on this item and stood for questions. This item was on the agenda for informational purposes only. No staff direction was given by the Committee.

Informational only; no action requested.

## **6. Community Services Directors Report**

Marti Fischbach, Division Director, referred the Committee to the written report that was provided to them. She highlighted the item regarding adding capacity to the Social Services Department's leadership team and then stood for questions.

## **7. Adjournment**

### **7.1 Adjournment**

Motion: Mike Slavik

Second: Mary Hamann-Roland

On a motion by Commissioner Mike Slavik, seconded by Commissioner Mary Hamann-Roland, the meeting was adjourned at 2:00 p.m.

Ayes: 7

Respectfully submitted,

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Colleen Collette, Administrative Coordinator  
Community Services Division