



Dakota County

Community Services Committee of the Whole

Minutes

Tuesday, June 11, 2024

1:00 PM

Conference Room 3A, Administration
Center, Hastings

1. Call To Order And Roll Call

Present: Chairperson Halverson, Commissioner Droste, Commissioner Workman, Commissioner Holberg and Commissioner Hamann-Roland

Absent: Commissioner Slavik and Commissioner Atkins

Also in attendance were Tom Novak, Interim County Manager; Lucie O'Neill, Assistant County Attorney; Marti Fischbach, Community Services Division Director; Colleen Collette, Administrative Coordinator.

The meeting was called to order at 1:01 p.m. by the Chair, Commissioner Laurie Halverson.

The audio of this meeting is available upon request.

2. Audience

Chair, Commissioner Laurie Halverson, asked if there was anyone in the audience who wished to address the Community Services Committee on an item not on the agenda or an item on the consent agenda. No one came forward and no comments were submitted 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: William Droste

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

Ayes: 5

4. Consent Agenda

Motion: Liz Workman

Second: Mary Hamann-Roland

On a motion by Commissioner Workman, seconded by Commissioner Hamann-Roland, the consent agenda was unanimously approved as follows:

4.1 Approval Of Minutes Of Meeting Held On May 14, 2024

Motion: Liz Workman

Second: Mary Hamann-Roland

4.2 Authorization To Execute Contract With ByWater Business Solutions LLC For Print To Mail Services

Motion: Liz Workman

Second: Mary Hamann-Roland

WHEREAS, Dakota County Community Services prints and mails over 60,000 packets per year, using multiple printing devices that require ongoing, on call maintenance and parts servicing; and

WHEREAS, Dakota County Employment & Economic Assistance (E&EA) previously housed and utilized an inserter machine that collates, folds and stuffs envelopes for print to mail requests, which has since malfunctioned, requiring staff to manually process envelopes daily; and

WHEREAS, the mail pieces range from single page envelopes to large multi-packet packages with a wide range of postage fees; and

WHEREAS, a print to mail solution in Community Services is highly needed because a manual process is difficult to maintain and scale with current resources and increased print to mail needs; and

WHEREAS, ByWater Business Solutions LLC provides print to mail outsourcing services, which include 700 packets per day of standard sized envelopes; and

WHEREAS, contracting with ByWater Business Solutions LLC for print to mail services will save Dakota County Community Services over \$100,000 in staff time and material costs annually; and

WHEREAS, E&EA would like to pilot print to mail services with ByWater Business Solutions LLC by executing a contract from the date of contract execution through December 31, 2025, in an amount not to exceed \$450,000; and

WHEREAS, the period of contract execution through December 31, 2025, would be a pilot program that will temporarily alleviate the urgent need for this service while E&EA simultaneously issues a solicitation for this service.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners authorizes the Community Services Director to execute a contract with ByWater Business Solutions LLC for print to mail services for the period of contract execution through December 31, 2025, in an amount not to exceed \$450,000; and

BE IT FURTHER RESOLVED, That the contract will include language that allows for early termination with a thirty-day notice by either party; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, consistent with the amount budgeted, to alter

the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

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

This item was approved and recommended for action by the Board of Commissioners on 6/25/2024.

4.3 Authorization To Accept Substance Misuse And Suicide Prevention Coalition Grant Funds, Add 1.0 Grant-Funded Full-Time Equivalent, Execute Grant Agreement And Amend 2024 Public Health Budget

Motion: Liz Workman

Second: Mary Hamann-Roland

WHEREAS, Pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. ch. 145A, and is required to govern and administer those functions as fully as other Dakota County functions, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents; and

WHEREAS, the Minnesota Department of Health Injury and Violence Prevention Section released a Request for Proposal (RFP) to create or sustain community-based substance misuse and suicide prevention coalitions in Minnesota; and

WHEREAS, the multi-sector coalitions will serve the needs of Minnesotans at risk of substance misuse and suicide, with a specific focus on youth; and

WHEREAS, by Resolution No. 24-099 (February 27, 2024), the Dakota County Board of Commissioners authorized submitting an application for the Substance Misuse and Suicide Prevention Coalition grant ("Grant"); and

WHEREAS, this Grant would give the county the capacity to coordinate a multi-sector coalition that will develop a plan to address shared risk and protective factors for substance misuse and suicidal experiences; and

WHEREAS, it aligns with the objectives of multiple Public Health programs and initiatives, providing an opportunity for greater internal and community alignment; and

WHEREAS, the 2020-2024 Community Health Improvement Plan (CHIP) outlines Public Health's long-standing commitment to addressing adult mental health and youth suicide ideation in Dakota County; and

WHEREAS, the 2023 Community Health Assessment has continued to identify substance use and mental health as top priorities for the community; and

WHEREAS, the 2025-2028 CHIP plans to address substance use and mental health and integrate concepts from the recently launched MAPP 2.0 framework; and

WHEREAS, this strategic approach allows staff to delve into the root causes of these priority outcomes that have been identified by the community; and

WHEREAS, Public Health's response would include the utilization of Shared Risk and Protective Factor frameworks, enabling staff to mobilize action on these root causes and address multiple health outcomes in a systemic and equitable manner; and

WHEREAS, Dakota County Public Health, alongside various local community coalitions, will utilize this funding to create a sustainable infrastructure to maximize efforts in the areas of youth mental health and substance use and enhance community capacity through collective impact; and

WHEREAS, in addition to the outlined activities, the Grant requires a 1.0 full-time equivalent to lead the coordination of the coalition and comprehensive substance misuse and suicide prevention efforts within the defined community; and

WHEREAS, the estimated grant start date is June 1, 2024, and the projected end date is May 31, 2028; and

WHEREAS, staff received the requested award maximum of \$125,000 per year for the grant period of four years.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept Substance Misuse and Suicide Prevention Coalition grant funds in the amount of \$125,000 per year, effective June 1, 2024 through May 31, 2028; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute the grant agreement, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Director is hereby authorized to amend the grant to extend the grant term up to two years after initial expiration date, 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 Approved Budgets, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to add a 1.0 grant-funded full-time equivalent; and

BE IT FURTHER RESOLVED, That the 2024 Public Health Budget is hereby amended as follows:

Expense

Staff Expense	\$120,500
Program Expense	<u>\$ 4,500</u>
Total Expenses	\$125,000

Revenue

Program Revenue	<u>\$125,000</u>
Total Revenue	\$125,000

This item was approved and recommended for action by the Board of Commissioners on 6/25/2024.

4.4 Authorization To Execute Joint Powers Agreements With Dakota County School Districts For School Wellness Projects Funded Through Minnesota Department Of Health Statewide Health Improvement Partnership Grant

Motion: Liz Workman

Second: Mary Hamann-Roland

WHEREAS, pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. ch. 145A, and is required to govern and administer those functions as fully as other Dakota County functions, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents; and

WHEREAS, Dakota County Public Health has over a decade of experience working with school districts located in Dakota County on school-based prevention interventions and initiatives and this work is funded by the Minnesota Department of Health (MDH) Statewide Health Improvement Partnership (SHIP) grant; and

WHEREAS, SHIP funding supports community-driven solutions to expand opportunities for active living, healthy food access, commercial tobacco-free living, and mental wellbeing; and

WHEREAS, these initiatives provide Dakota County's School Districts the opportunity and resources to enhance prevention efforts, and provide cost-effective, evidence-based best practices in chronic disease reduction via

policy, systems, and environmental changes; and

WHEREAS, interventions are grounded in equity to ensure the initiative benefits all demographic groups with a priority focus on addressing barriers and ensuring safety for lower-income students, students of color and others facing significant disparities; and

WHEREAS, all ten school districts in Dakota County are provided an opportunity to apply and opt-in to non-competitive funding to support internal wellness efforts for students and staff with applications due in fall 2024; and

WHEREAS, districts will have until October 31, 2025, to use the funding upon approval of initiatives; and

WHEREAS, under Minn. Stat. §471.59, subd.1, two or more governmental units may enter into an agreement to cooperatively exercise any power common to the contracting Parties, and one of the participating governmental units may exercise one of its powers on behalf of the other governmental units.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to enter into joint powers agreements with School Districts throughout Dakota County for school wellness projects for the term upon execution of the joint powers agreements through October 31, 2025, with a total not to exceed for each district as follows, subject to approval by the County Attorney's office as to form:

Special District 6	\$ 7,289
Independent School District (ISD) 191	\$13,048
ISD 192	\$ 8,639
ISD 194	\$11,257
ISD 195	\$ 3,779
ISD 196	\$12,575
ISD 197	\$ 8,909
ISD 199	\$10,691
ISD 200	\$ 6,119
Intermediate School District 917	\$ 7,694

This item was approved and recommended for action by the Board of Commissioners on 6/25/2024.

- 4.5** Ratification Of Application For Promising Practices Home Visiting Grant With Minnesota Department Of Health, And Authorization To Accept Grant Funds, Execute Grant Agreement, Add 1.6 Grant-Funded Full-Time Equivalents, And Amend 2024 Public Health Budget

Motion: Liz Workman

Second: Mary Hamann-Roland

WHEREAS, pursuant to Minn. Stat. § 375A.04, the Dakota County Board of Commissioners is, and performs the duties and exercises the powers of, a community health board under Minn. Stat. ch. 145A, and is required to govern and administer those functions as fully as other Dakota County functions, including the responsibility to prevent disease and to promote and protect the public health of Dakota County residents; and

WHEREAS, in January of 2023, the Minnesota Department of Health (MDH) released a Request for Proposal (RFP) for the Promising Practices Home Visiting (PPHV) grant; and

WHEREAS, the PPHV program will provide support for organizations to deliver community-driven non-model home visiting services to priority populations; and

WHEREAS, the priority population of this funding will be families within the perinatal period from the East African community; and

WHEREAS, this grant program will be flexible and allow for adaptability in response to the needs of families enrolled in the program; and

WHEREAS, the PPHV grant will be used to assist the Family Home Visiting (FHV) program to improve and promote parental and child health, enhance positive parenting practices, prevent child abuse and neglect, reduce crime and intimate partner violence, promote child development, connect families to needed resources and supports, and increase family economic self-sufficiency; and

WHEREAS, on February 21, 2023, Public Health was notified and requested to respond to the MDH RFP; and

WHEREAS, the department applied for a two-year grant in the amount of up to \$250,000 per year; and

WHEREAS, Dakota County was notified they did not receive the grant award in April 2023; and

WHEREAS, in December 2023, Public Health was notified by MDH that they were awarded the funds as requested in the original grant application; and

WHEREAS, staff worked with MDH to update budget, workplan, and grant agreements, and was provided a new start grant period of July 1, 2024 through June 30, 2028; and

WHEREAS, funding will be determined annually for this four-year grant and is expected to remain stable; and

WHEREAS, the PPHV grant will fund a total of 1.6 new, grant-funded full-time equivalents (FTE)s: 0.8 FTE health educator and 0.8 FTE Public Health Nurse.

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 Promising Practices Home Visiting 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 up to \$250,000 per year, effective July 1, 2024 through June 30, 2028; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute the grant agreement, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That unless the grant program requirements change, the Community Services Director is hereby authorized to amend the grant to extend the grant term up to two years after initial expiration date, 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 Approved Budgets, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to add 1.6 grant-funded, full-time equivalent positions; and

BE IT FURTHER RESOLVED, That the 2024 Public Health Budget is hereby amended as follows:

Expense

1.6 full-time equivalents	\$190,009
Program services	<u>\$ 59,991</u>
Total Expense	\$250,000

Revenue

Program Revenue	<u>\$250,000</u>
Total Revenue	\$250,000

This item was approved and recommended for action by the Board of Commissioners on 6/25/2024.

4.6 Authorization To Execute Contract With JEC Miller, Inc. For Scheduled Respite In Child Foster Residence Setting

Motion: Liz Workman

Second: Mary Hamann-Roland

WHEREAS, JEC Miller, Inc. will be providing room, board, supervision, and support to youth ages 8-18 residing in the licensed Child Foster Residence Setting (CFRS); and

WHEREAS, the CFRS will serve youth with neurodevelopment disorders, mental health needs, and emotional or behavioral disorders; and

WHEREAS, for youth receiving respite, goals include:

- Provide relief and support to the caregiver
- Improve the child's functioning
- Decrease the use of long-term out-of-home placements and hospitalizations
- Increase safety and permanency
- Reduce family and parenting stress
- Provide access to activities and community that may not normally be present; and

WHEREAS, JEC Miller, Inc. will maintain a 245D license from the Minnesota Department of Human Services and provide services in compliance with Child Foster Care and CFRS as outlined in MN Rules and Statutes including but not limited to Minnesota Statutes Chapter 245D and 245A, and Minnesota Rules Chapter 2960; and

WHEREAS, solicitation for this service was completed in 2022; however, no providers responded; and

WHEREAS, the County then worked with JEC Miller, Inc. to develop this CFRS site and service model based on their expertise with the population and services; and

WHEREAS, staff is requesting authorization to execute a contract with JEC Miller, Inc. in an amount not to exceed \$500,000 from the date of execution through December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract for scheduled respite in a foster care setting with JEC Miller, Inc. in an amount not to exceed \$500,000 annually for the period from the date of contract execution through December 31, 2025, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, consistent with the amount budgeted, to alter the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the

County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That the contract shall contain a provision that allows the County to immediately terminate the contract in the event sufficient funds from 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 6/25/2024.

4.7 Authorization To Execute Intergovernmental Transfer Agreement With Minnesota Department Of Human Services For Shelter Services, Accept Funds, Execute A Contract For Shelter Services, And Amend 2024 Social Services Budget

Motion: Liz Workman

Second: Mary Hamann-Roland

WHEREAS, Dakota County submitted a request in 2021 to DHS to consider, under the authority of Minn. Stat. 2561.05, subd. 1a (b), a cost-neutral transfer from the Housing Support fund to Dakota County to provide emergency shelter beds for people with disabilities experiencing homelessness; and

WHEREAS, the acceptance of the request permanently removed twenty-two Housing Support beds previously authorized for Dakota Woodlands from the Housing Support census; and

WHEREAS, by Resolution No. 21-581 (December 14, 2021), the Dakota County Board of Commissioners authorized an amendment to the Intergovernmental Transfer Agreement with DHS to add additional dollars and execute a contract with Dakota Woodlands for emergency shelter services; and

WHEREAS, staff recommends authorization to execute the Intergovernmental Transfer Agreement with DHS for shelter services in the amount of \$940,513.78 for the period of July 1, 2024 through June 30, 2025, and accept future annual allocations from DHS through June 30, 2027; and

WHEREAS, staff also recommends executing a contract with Dakota Woodlands for emergency shelter services for a total not to exceed amount of \$375,275 for the period of July 1, 2024 through June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners authorizes the Community Services Director to execute the Intergovernmental Transfer Agreement with the Minnesota Department of Human Services for funds in the amount of \$940,513.78 for the period of July 1, 2024 through June 30, 2025; and

BE IT FURTHER RESOLVED, That the Dakota County Board of

Commissioners authorizes the Community Services Director to accept future annual allocations from the Department of Human Services through June 30, 2027, accept additional grant funds, consistent with County contracting policies, and inclusion of grant funds in future yearly Recommended and Approved Budgets, subject to approval by the County Attorney’s Office as to form; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with Dakota Woodlands for a not to exceed amount of \$375,275 for the period of July 1, 2024 through June 30, 2025; and

BE IT FURTHER RESOLVED, That the Community Services Director is hereby authorized to amend said contract, consistent with the amount budgeted, to alter the contract amount and the contract term up to one year after initial expiration date, consistent with County contracting policies, subject to approval by the County Attorney’s Office as to form; and

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

BE IT FURTHER RESOLVED, That the 2024 Social Services Budget is hereby amended as follows:

Expense	
Shelter Services	<u>\$470,257</u>
Total Expense	\$470,257
Revenue	
DHS Revenue	<u>\$470,257</u>
Total Revenue	\$470,257

This item was approved and recommended for action by the Board of Commissioners on 6/25/2024.

5. Regular Agenda

5.1 Authorization To Adopt Annual Work Plan For Board Appointed Opioid Response Advisory Committee

Motion: Liz Workman Second: Mary Hamann-Roland
Coral Ripplinger, Public Health Director, and Erin Carder, Public Health Deputy Director, presented on this item and stood for questions. The Committee requested that the Opioid Advisory Response Committee meeting be recorded .

WHEREAS, the Dakota County Opioid Response Committee (ORAC) was established as a Board appointed committee in October 2023; and

WHEREAS, the Dakota County ORAC supports the development of a comprehensive and effective countywide response to the opioid crisis; and

WHEREAS, the Dakota County ORAC provides recommendations to the County Board on the use of Opioid Settlement Funds for external projects and initiatives; and

WHEREAS, Dakota County policy 1015 requires that Board appointed committees must consult at least annually with the County Board Committees of the Whole to seek direction on the topics on which they will advise the County Board (annual work plan) to ensure that the committee's work complements the County mission and goals; and

WHEREAS, Dakota County policy 1015 requires periodic committee reports be scheduled on the appropriate County Board committee or board meeting agendas; and

WHEREAS, in 2023, Public Health surveyed community members and partners on opioid response strategies to address the current crisis; and

WHEREAS, the Dakota County ORAC has developed a one-year work plan that complements the County mission and goals and focuses on ORAC's mission of advising the County Board on the use of community designated opioid settlement funds; and

WHEREAS, upon Board approval of the 2024 work plan, ORAC will work towards accomplishing its goals as outlined in the work plan and keep the Board informed of its progress.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the adoption of the 2024 annual work plan for the Dakota County Opioid Response Advisory Committee.

This item was approved and recommended for action by the Board of Commissioners on 6/25/2024.

Ayes: 5

5.2 Update On Mental Health Crisis Services Continuum Expansion

Emily Schug, Social Services Interim Director, presented on this item and stood for questions. This item was on the agenda for informational purposes only. No staff direction was given by Committee members.

Information only; no action requested.

6. Community Services Director's Report

Marti Fischbach, Community Services Division Director, referred the Committee to the written report that was provided.

7. Future Agenda Items

Chair, Commissioner Laurie Halverson, asked the Committee if anyone had a topic they would like to hear more about at an upcoming Community Services Committee of the Whole meeting. No topics were brought forward.

8. Adjournment

8.1 Adjournment

Motion: Mary Hamann-Roland

Second: Liz Workman

On a motion by Commissioner Mary Hamann-Roland, seconded by Commissioner Liz Workman, the meeting was adjourned at 2:13 p.m.

Ayes: 5

Respectfully submitted,

Colleen Collette, Administrative Coordinator
Community Services Division