



Dakota County

Community Services Committee of the Whole

Minutes

Tuesday, September 13, 2022

9:00 AM

**Conference Room L139, Western
Service Center, Apple Valley**

1. Call To Order And Roll Call

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 9:02 a.m. by the Chair, Commissioner Laurie Halverson. Commissioner Gaylord arrived at 9:07 a.m.

The audio of this meeting is available upon request.

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

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: Mike Slavik

Commissioner Gaylord arrived after the vote. However, the item passed unanimously by those present.

On a motion by Commissioner Hamann-Roland, seconded by Commissioner Slavik, the agenda was unanimously approved. The motion carried by the following vote:

Ayes: 6

Commissioner Slavik, Chairperson Halverson, Commissioner Atkins, Commissioner Workman, Commissioner Holberg and Commissioner Hamann-Roland

Excused: 1

Commissioner Gaylord

4. Consent Agenda

Commissioner Gaylord arrived after the vote. However, the item passed unanimously by those present.

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

Ayes: 6

Commissioner Slavik, Chairperson Halverson, Commissioner Atkins,
Commissioner Workman, Commissioner Holberg and Commissioner
Hamann-Roland

Excused: 1

Commissioner Gaylord

4.1 Approval Of Minutes Of Meeting Held On August 16, 2022

Motion: Mike Slavik

Second: Mary Hamann-Roland

4.2 Authorization To Execute Contracts For Interpretation And Translation Services

Motion: Mike Slavik

Second: Mary Hamann-Roland

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

WHEREAS, a Request for Proposal (RFP) was issued on May 31, 2022, to solicit proposals for the purchase of interpretation and translation services; and

WHEREAS, twenty-five proposals were received, and the selection team thoroughly reviewed all proposals to determine which proposals best met the selection criteria; and

WHEREAS, seventeen (17) vendors have been recommended to receive contracts for interpretation and translation services, eight (8) of these vendors are currently under contract with Dakota County for these services; and

WHEREAS, criteria included capacity and proven experience providing general, corrections, probation, and medical interpretation; and

WHEREAS, vendors are required to hire qualified interpreters who have been screened for cultural competency and tested for language proficiency, enforce a Code of Ethics and Competency Standards, conduct criminal background checks for all interpreters prior to their receiving an assignment in Dakota County, and be Health Insurance Portability and Accountability (HIPAA) compliant; and

WHEREAS, staff recommends execution of contracts with Andean Consulting Solutions International, LLC DBA ACSI Translations; Accurate Translation

Bureau DBA Accutrans; Ad Astra Inc; All in One Translation Agency, LLC; ASL Interpreting Services, Inc. (ASLIS); Stuart B Consultants DBA Birnbaum Interpreters; Effectiff, LLC; Fox Translation Services; Idea Language Services, LLC; INGCO International; Itasca Corporation; Kim Tong Translation Services, Inc.; Language Line Services, Inc.; Middle English Interpreting; The Minnesota Language Connection; Propio LS, LLC; and Telelanguage for the period of January 1, 2023 through December 31, 2027.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute contracts for interpretation and translation services to meet the needs of residents who have Limited English Proficiency, or who are deaf or hard of hearing with Andean Consulting Solutions International, LLC DBA ACSI Translations; Accurate Translation Bureau DBA Accutrans; Ad Astra Inc; All in One Translation Agency, LLC; ASL Interpreting Services, Inc. (ASLIS); Stuart B Consultants DBA Birnbaum Interpreters; Effectiff, LLC; Fox Translation Services; Idea Language Services, LLC; INGCO International; Itasca Corporation; Kim Tong Translation Services, Inc.; Language Line Services, Inc.; Middle English Interpreting; The Minnesota Language Connection; Propio LS, LLC; and Telelanguage for the period of January 1, 2023 through December 31, 2027, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That these 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, within the amount budgeted, to alter the types and amount of services provided, and 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 9/20/2022.

4.3 Authorization To Amend 2022 Social Services Budget And Add 1.0 Full-Time Equivalent Social Worker Position

Motion: Mike Slavik

Second: Mary Hamann-Roland

WHEREAS, state funding for adult protection services, in the amount of three (3) million dollars is allocated annually to support the county's duties for protective services and investigation services under Minnesota Statutes, section 626.557 for reports of suspected maltreatment of vulnerable adults received from the Minnesota Adult Abuse Reporting Center (MAARC); and

WHEREAS, allocations are administered under Minn. Stat. § 256M.40, Vulnerable Adult Act Children's and Adults Act (VCAA) formula; and

WHEREAS, Dakota County's State Fiscal Year (SFY) 2022 Adult Protection Services (APS) allocation under Minn. Stat. § 256M.40 is \$184,912; and

WHEREAS, Dakota County is required to spend the allocation on APS; and

WHEREAS, Dakota County is processing increased volume and complexity of adult protection reports; and

WHEREAS, the Social Services Department requests to add 1.0 full-time equivalent social worker and purchase of service budget to fulfill State grant requirements and meet community needs.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to add 1.0 full-time equivalent (FTE) social worker for purposes of providing expanded adult protection services; and

BE IT FURTHER RESOLVED, That the 2022 Social Services Budget is hereby amended as follows:

Expense

1.0 FTE Social Worker, 4 months	\$ 27,560
Purchase of Services	<u>\$156,440</u>
Total Expense	\$184,000

Revenue

Program Revenue	<u>\$184,000</u>
Total Revenue	\$184,000

This item was approved and recommended for action by the Board of Commissioners on 9/20/2022.

4.4 Statewide Health Improvement Partnership Update

Motion: Mike Slavik

Second: Mary Hamann-Roland

This item was on the agenda for information purposes only.

Information only; no action requested.

5. Regular Agenda

5.1 Update On Jail Transportation Pilot

Robyn Bernardy, Transportation Coordinator, Social Services, presented on this item and stood for questions. This item was on the agenda for informational purposes only. The Committee agreed with the recommended next steps as

outlined and requested a written update in the Director's report in six months.
Information only; no action requested.

5.2 Ratification Of Minnesota Department Of Human Services Combined Mobile Crisis Services And Home And Community Based Services Medical Assistance Percentage Grant Application, And Authorization To Accept Grant Funds And Execute Grant Agreement

Motion: Joe Atkins

Second: Mary Hamann-Roland

Evan Henspeter, Director, and Emily Schug, Deputy Director, both from Social Services, presented on this item and stood for questions.

WHEREAS, Dakota County operates a crisis services continuum that meets the requirements of Minn. Stat. § 256B.0944, Minn. Stat. § 256B.0624, and 245I; and

WHEREAS, the Department of Human Services (DHS) administers State and federal funds through grant agreements for the provision of mental health crisis services in accordance with Minn. Stat. § 256B.0944, Minn. Stat. § 256B.0624 and 245I; and

WHEREAS, by Resolution No.18-363 (July 17, 2018), the Dakota County Board of Commissioners authorized staff to apply for and execute grant agreements with DHS for crisis grant funds for the provision of mental health crisis services in accordance with Minn. Stat. § 256B.0944 and Minn. Stat. § 256B.0624 and subsequently, grant agreements, and amendments for crisis services, were executed for CY 2019, 2020, 2021, and 2022; and

WHEREAS, DHS requires that counties submit an application for calendar year 2023 and 2024 for mobile crisis services; and

WHEREAS, by Resolution No. 21-461 (September 21, 2021) and by Resolution No. 21-618 (December 14, 2021), the Dakota County Board of Commissioners authorized adding 17.0 new full-time equivalents (FTEs) to Dakota County's crisis continuum team to meet community needs, in preparation for having an actionable plan when DHS funding was available; and

WHEREAS, staff will prepare and submit grant applications for crisis services funding to meet DHS submission requirements.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the Combined Mobile Crisis Services and Home and Community Based Services Medical Assistance Percentage Grant Application submission to the Minnesota Department of Human Services for calendar years (CY) 2023 and 2024, and State Fiscal Years (SFY) 2022, 2023,

and 2024 for a total grant amount of up to \$5,000,000; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the grant funds, and execute the mobile crisis grant agreement for CY 2023 and 2024, and State Fiscal Years (SFY) 2022, 2023, and 2024, 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 alter the grant term, accept additional grant funds, and continue grant-funded full-time equivalent(s) (if relevant), consistent with County contracting policies, and inclusion of grant funds in the 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 Community Services Director is hereby authorized to execute the mobile crisis grant renewal contract for CY 2023 and 2024, and State Fiscal Years (SFY) 2022, 2023, and 2024, in the amount of the grant awarded, 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 9/20/2022.

Ayes: 7

6. Community Services Directors Report

Marti Fischbach, Division Director, referred the Committee to the written report that was provided to them and stood for questions.

7. Adjournment

7.1 Adjournment

Motion: Kathleen A. Gaylord

Second: Mike Slavik

On a motion by Commissioner Kathleen A. Gaylord, seconded by Commissioner Mike Slavik, the meeting was adjourned at 9:54 a.m.

Ayes: 7

Respectfully submitted,

Colleen Collette, Administrative Coordinator
Community Services Division