



Dakota County

General Government and Policy Committee of the Whole

Agenda

Tuesday, June 25, 2024

9:30 AM

Conference Room 3A, Administration
Center, Hastings

(or following County Board)

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 on the day of the meeting.
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 come forward at this time. Comments are limited to five minutes.

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

3.1 Approval of Agenda (Additions/Corrections/Deletions)

CONSENT AGENDA

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on June 4, 2024

5. Enterprise Finance and Information Services

5.1 *Finance* - Report On Budget Amendments, Year-End Projections For Operations And Contracts

REGULAR AGENDA

6. Public Safety

6.1 *Sheriff* - Authorization To Add 12 Full-Time Equivalent Positions Required To Staff Jail Integrative Health Unit

7. **County Manager's Report**
8. **Future Agenda Items**
9. **Adjournment**
 - 9.1 Adjournment

For more information, call 651-438-4417
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General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3542

Agenda #: 3.1

Meeting Date: 6/25/2024

Approval of Agenda (Additions/Corrections/Deletions)



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3543

Agenda #: 4.1

Meeting Date: 6/25/2024

Approval of Minutes of Meeting Held on June 4, 2024



Dakota County

General Government and Policy Committee of the Whole

Minutes

Tuesday, June 4, 2024

9:30 AM

Conference Room 3A, Administration
Center, Hastings

(or following County Board)

1. Call To Order And Roll Call

This meeting was called to order at 9:32 a.m. by Commissioner Workman.

Present

- Commissioner Mike Slavik
- Commissioner Joe Atkins
- Commissioner Laurie Halverson
- Commissioner William Droste
- Commissioner Liz Workman
- Commissioner Mary Liz Holberg
- Commissioner Mary Hamann-Roland

Also in attendance were Matt Smith, County Manager; Tom Donely, First Assistant County Attorney; and Jeni Reynolds, Sr. Administrative Coordinator to the Board.

The audio recording of this meeting is available upon request.

2. Audience

Chair Atkins noted that all public comments can be sent to CountyAdmin@co.dakota.mn.us. No comments were received for this agenda.

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

3.1 Approval of Agenda (Additions/Corrections/Deletions)

Motion: Mary Hamann-Roland

Second: Laurie Halverson

Ayes: 7

CONSENT AGENDA

On a motion by Commissioner Slavik, seconded by Commissioner Atkins, the Consent agenda was approved as follows:

4. County Administration - Approval of Minutes

4.1 Approval of Minutes of Meeting Held on May 21, 2024

Motion: Mike Slavik

Second: Joe Atkins

Ayes: 7

REGULAR AGENDA

5. Physical Development

5.1 Discussion And Direction On Potential Amendments To Memorial Designations Section Of Dakota County Uniform Street Naming And Addressing Procedural Manual

Physical Development Director Georg Fischer briefed this item and responded to questions. Staff were directed to discuss street naming further with Cities and come back to the Committee with feedback. Staff were also directed to review current Right of Way policy language.

Information only; no action requested.

6. County Board/County Administration

6.1 Legislative Update

A legislative update was provided by staff and lobbyists from Stinson. This item was on the agenda for informational purposes only.

Information only; no action requested.

7. County Manager's Report

County Manager Matt Smith noted that on June 11, 2024 at 10:30 a.m., the Board will hold a work session with Metropolitan Council.

N8. Future Agenda Items

No future agenda items were discussed.

9. Adjournment

9.1 Adjournment

Motion: Joe Atkins

Second: Laurie Halverson

On a motion by Commissioner Atkins, seconded by Commissioner Halverson, the meeting was adjourned at 11:05 a.m.

Ayes: 7

Respectfully submitted,
Jeni Reynolds
Sr. Administrative Coordinator to the Board



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3504

Agenda #: 5.1

Meeting Date: 6/25/2024

DEPARTMENT: Finance

FILE TYPE: Consent Information

TITLE

Report On Budget Amendments, Year-End Projections For Operations And Contracts

PURPOSE/ACTION REQUESTED

Receive quarterly and year-end updates on budget amendments, the year-end projections and contracts for 2024.

SUMMARY

The summary of budget amendments completed from January 1, 2024, through March 31, 2024, is included as Attachment: Budget Amendment Summary. Budget amendments identified in this attachment include administrative amendments that would have gone to Board prior to the adoption of the Budget Compliance Policy by Resolution No. 18-485 (September 18, 2018).

Financial year-end projections for 2024 operations are included as Year-end Forecast (Attachment). Financial projections will be adjusted as new information becomes available.

The Professional Services Contracts (Attachment) is a summary of all administratively approved contracts and contract amendments completed January 1, 2024, through March 31, 2024, that would have needed Board approval prior to the adoption of the Solicitation Bid and Contract Policy by Resolution No. 18-485 (September 18, 2018).

Future updates of budget amendments, year-end projections and contracts will be adjusted to maximize reporting capabilities of Dakota Connect. Staff will also review the contents of future reports to ensure they meet the needs of the County Board.

RECOMMENDATION

Information only; no action requested.

EXPLANATION OF FISCAL/FTE IMPACTS

- None
- Current budget
- Other
- Amendment Requested
- New FTE(s) requested

RESOLUTION

Information only; no action requested.

PREVIOUS BOARD ACTION

18-485; 9/18/18

ATTACHMENTS

Attachment: Budget Amendment Summary

Attachment: Year-end Forecast

Attachment: Professional Services Contracts

BOARD GOALS

A Great Place to Live

A Successful Place for Business and Jobs

A Healthy Environment

Excellence in Public Service

CONTACT

Department Head: Paul Sikorski

Author: Karen Cater

Dakota County
Budget Amendment Summary
Reporting Dates January 1, 2024 through March 31, 2024

Set ID	Effective Date	Department	Reference Description	Revenue	Expense	FTE
No Amendment to Report This Period						
Report Totals				0	0	0.00



2024 YEAR END PROJECTIONS

As of 2024-05-31

County Includes OPS

	2024 Actual	2024 Budget	2024 Projection	2024 Variance	% of Budget
Expenditures					
PERSONNEL COSTS (NET OF SALARY SAVINGS)	90,867,766	243,288,992	231,458,200	11,830,792	95%
MATERIALS/OFFICE SUPPORT	2,328,608	6,003,596	5,588,659	414,937	93%
COUNTY/CITIZEN/CLIENT SUPPORT	30,813,463	76,172,201	68,973,786	7,198,415	91%
CAPITAL EQUIPMENT	4,414,354	10,746,463	10,594,450	152,013	99%
Total Expenditures	128,424,191	336,211,252	316,615,095	19,596,157	377%
Funding Sources					
PROPERTY TAXES & OTHER TAXES	61,481,911	151,379,859	151,379,859	0	100%
CHARGES FOR SERVICES/OTHER REVENUES	15,444,547	48,802,757	49,297,984	495,227	101%
FINES, FORFEITURES, LICENSES & PERMITS	1,263,611	1,514,527	2,032,666	518,139	134%
GOVERNMENTAL REVENUES	25,749,578	123,643,292	117,452,176	-6,191,116	95%
OTHER FINANCING SOURCES	84,213	10,870,817	10,594,450	-276,367	97%
Total Funding Sources	104,023,860	336,211,252	330,757,135	-5,454,117	528%
Surplus/Deficit	-24,400,331	0	14,142,040	14,142,040	905%

Variances

Revenues:

- Charges for Services/Other Revenues - Interest on Investments is projecting a large surplus for 2024.
- Governmental Revenue - Deficits in grant revenues offset by underspending in personnel and non-personnel grant costs.

Expenses

- Personnel Costs - Projected surplus based on average vacancies ~110
- County/Citizen/Client Support Costs – Surpluses related to underspending of grants which will be carried forward into future years.

DakotaConnect - Manager Approved Contract Amendments

Contracts Starting Between: 1/1/2024 to 3/31/2024
 As of Report Date: 3/31/2024

Contract Number	Contractor Name	Contract Description	Contract Type	Original Contract Amount	Contract Amendment Total	Contract Current Maximum Total	Dept	Amendment Date	Amendment Extended Amount	Amendment Item Description
C0035886	SIRSI CORPORATION: SIRSIDYNIX	SYMPHONY SUPPORT AND MAINTENANCE 2023-27	Non-Construction	\$ 463,796.00	\$ 1,442.06	\$ 465,238.06	LIB2210	01/03/2024	\$ 1,442.06	Increase 2024 amount due to additional equipment per Shawn Foster-Huot - 1.3.24 D.G.
DCA20325	METRO ELEVATOR INC	Complete the work of the Dakota County Elevator Improvements Administration Center per the Request For Bids dated January 20, 2023. FM and ACS staff note that IC-134 and prevailing wage paperwork is required prior to final payment.	Non-Construction	\$ 172,631.00	\$ 2,671.40	\$ 175,302.40	CBU2810	03/01/2024	\$ 2,671.40	Change Order #1: BPA re-opened, and extended through 6/30/2024, to accommodate for Change Order #1, performed on November 2023. Dollar amount was increased by \$2,671.40, for a new maximum of \$175,302.40, from a previous 172,631.00.
DCA20701	AVM CONSTRUCTION LLC	Provide labor, materials, and equipment to complete the construction of 8100 Cell Block Remodel at the LEC in per the bid, including Alternate 1.	Non-Construction	\$ 467,400.00	\$ 2,676.00	\$ 470,076.00	CBU2810	03/28/2024	\$ 2,676.00	Change Order #1: To increase amount by \$2,676.00, for a new maximum of \$470,076.00, from a previous \$467,400.00.
DCA20821	SCHREIBER MULLANEY CONSTRUCTION CO INC	Crisis and Recovery Center – Construction services.	Construction	\$ 11,516,890.00	\$ 58,954.20	\$ 11,575,844.20	CBU2810	02/01/2024	\$ 58,954.20	Change Order #1: Work has already commenced on this contract update. The change order increases the agreement by \$58,954.18, from \$11,516,890.00, for a new maximum of
DCA21156	VERSACON INC	General Contractor – ADC Service Counter Project.	Non-Construction	\$ 937,000.00	\$ 19,163.50	\$ 953,163.50	CBU2810	01/16/2024	\$ 19,163.50	PD Finance split the funding sources upon CRF review.

DakotaConnect - Professional Services Contracts Between \$50,000 - \$100,000

Contracts Starting Between: 1/1/2024 to 3/31/2024

As of Report Date: 3/31/2024

Contract No	Supplier Name	Purpose	DEPT GROUP	Start Date	End Date	Orig Amt
CLA20283	ASSOCIATED CLINIC OF PSYCHOLOGY = 10000630	SUPPORT STATEMENTS FOR COMMITMENT SCREENINGS	SOC2090	01/01/2024	12/31/2024	\$ 50,000.00
CLA20322	DANIEL C THOMASON = 10017201	SUPPORT STATEMENTS FOR COMMITMENT SCREENINGS	SOC2090	01/01/2024	12/31/2026	\$ 50,000.00
CLA20323	UNITED FOR CHANGE CONSULTING LLC = 10084785	SOCIAL SERVICES DEPARTMENT TRAINING	SOC2090	01/01/2024	12/31/2024	\$ 50,000.00
CLA20334	DEBORAH MCDANIEL-DUNN = 10098170	SEX OFFENDER TREATMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 50,000.00
CLA20336	NEW PATH SERVICES LLC = 10095561	SEX OFFENDER TREATMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 50,000.00
CLA20392	NEWPATH MENTAL HEALTH SERVICES = 10047311	SEX OFFENDER TREATMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 50,000.00
CLA20420	UNIQUE ABILITIES LLC = 22167	GUARDIANSHIP AND CONSERVATORSHIP SERVICES	SOC2090	03/01/2024	12/31/2025	\$ 50,000.00
CLA20250	ALPHA EMERGENCE BEHAVIORAL HEALTH = 10088516	Sex offender treatment Services	COR2130	01/01/2024	12/31/2025	\$ 56,000.00
DCA21421	BARR ENGINEERING CO = 10000789	Alum Application & Treatment Monitoring of Alimagnet Lake	VRW5010	03/12/2024	12/31/2026	\$ 57,355.00
CLA20267	FRAZIER RECOVERY SERVICES LLC = 10063561	SUBSTANCE ABUSE TREATMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 60,000.00
CLA20321	A-TRAN LLC = 10000645	TRANSPORTATION SERVICES	SOC2090	01/01/2024	12/31/2026	\$ 60,000.00
CLA20270	COURTNEY STURGES = 10107465	Sex Offender Assessment Services	COR2130	01/01/2024	12/31/2025	\$ 62,150.00
DCA21427	BRAUN INTERTEC CORPORATION = 10001182	Construction Testing and Inspection for LHRP Maintenance Facility	CBU2810	03/13/2024	12/31/2025	\$ 67,420.00
CLA20211	THE LINK = 10008785	EMERGENCY HOTEL SHELTER FOR YOUTH	SOC2090	01/01/2024	06/30/2025	\$ 68,616.00
CLA20262	LEGAL ASSISTANCE OF DAKOTA COUNTY LTD/LADC = 10005123	Legal Assistance Services	CSA2080	01/01/2024	12/31/2024	\$ 68,928.00
CLA20199	Ramsey County MN = 10014226	JPA - Ramsey County Tuberculosis Control Services	PBH2110	01/01/2024	12/31/2025	\$ 70,000.00
DCA21255	TERRALUNA COLLABORATIVE = 22080	Strategic Planning for Dakota County Library	LIB2210	02/01/2024	12/16/2024	\$ 70,000.00
CLA20232	RESIDENTIAL TRANSITIONS INC = 10063682	Employment Related Services	COR2130	01/01/2024	12/31/2025	\$ 71,000.00
CLA20338	LIFE DEVELOPMENT RESOURCES = 10005186	SEX OFFENDER TREATMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 75,000.00
CLA20335	Alternatives In Healing LLC = 10000383	JUVENILE SEX OFFENDER TREATMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 80,000.00
CLA20422	OHANA GUARDIANSHIP SERVICES LLC = 22223	GUARDIANSHIP AND CONSERVATORSHIP SERVICES	SOC2090	03/18/2024	12/31/2025	\$ 80,000.00
DCA21162	TELESYSTEMS INC = 10084126	2024 As Needed Data Cabling installations and Repair	INF2300	01/01/2024	12/31/2024	\$ 80,000.00
CLA20268	YOUR VISION ACHIEVED LLC = 10085399	JUVENILE SEX OFFENDER TREATMENT AND BRIEF COUNSELING	COR2130	01/01/2024	12/31/2025	\$ 90,000.00
CLA20304	KATHERYN CRANBROOK = 10015280	Juvenile Psychological Evaluations	COR2130	01/01/2024	12/31/2025	\$ 90,000.00
CLA20339	PROJECT PATHFINDER INC = 10007225	SEX OFFENDER ASSESSMENT SERVICES	COR2130	01/01/2024	12/31/2025	\$ 90,000.00
DCA21361	KEYSTONE COMPENSATION GROUP LLC = 10048577	COMPENSATION PROGRAM REVIEW, JOB EVALUATION, AND ANALYSIS	EMP2070	02/01/2024	07/03/2025	\$ 90,000.00
DCA21396	ASC ACQUISITION LLC: ARCASEARCH LLC = 10090547	Re-Digitalization of historic Birth, Death & Marriage records	SLC2180	03/04/2024	12/31/2024	\$ 92,970.00
CLA20333	LIFE DEVELOPMENT RESOURCES = 10005186	Domestic Violence Programming	COR2130	01/01/2024	12/31/2025	\$ 98,000.00
CLA20233	CREATE INC = 10002053	THINKING FOR A CHANGE AND DRIVING WITH CARE GROUPS	COR2130	01/01/2024	12/31/2025	\$ 98,500.00
DCA21231	SCS ENGINEERS INC = 21962	Consultant Services for Analysis of Residential Organics Collection Options in Dakota County	ENR2480	01/19/2024	06/15/2024	\$ 98,985.00
CLA20266	FRAZIER RECOVERY SERVICES LLC = 10063561	HALFWAY HOUSE SERVICES	COR2130	01/01/2024	12/31/2024	\$ 99,000.00
CLA20272	ACTION for CHILD PROTECTION INC = 10105607	SAFE MODEL TECHNICAL AND TRAINING SERVICES	SOC2090	01/01/2024	12/31/2025	\$ 99,000.00
CLA20306	GATEWAY RECOVERY CENTER LLC = 10102204	RULE 32 AND 245F WITHDRAWAL MANAGEMENT AND DETOX	SOC2090	01/01/2024	12/31/2026	\$ 99,000.00
CLA20319	DARTS = 10002294	SERVICE COORDINATION AND IN-HOME GUIDANCE	SOC2090	01/01/2024	12/31/2026	\$ 99,000.00
CLA20320	DARTS = 10002294	CHORE AND SERVICE COORDINATION	SOC2090	01/01/2024	12/31/2026	\$ 99,000.00
DCA20847	MADDEN GALANTER HANSEN LLP = 10005413	2024 Labor Negotiation Services	EMP2070	01/01/2024	12/31/2024	\$ 99,000.00
DCA21121	HRD CONSULTING = 10071384	MASTER CONTRACT - countywide Trainer	EMP2070	01/01/2024	12/31/2025	\$ 99,000.00
DCA21122	WORKING CONVERSATIONS LLC = 10103497	MASTER TRAINING CONTRACT	EMP2070	01/01/2024	12/31/2025	\$ 99,000.00
DCA21123	CHANCE FOR LIFE CPR INC = 10001613	MASTER Training - CPR	EMP2070	01/01/2024	12/31/2025	\$ 99,000.00

Attachment: Professional Services Contracts

DCA21151	CULLIGAN ULTRAPURE INC = 21874	County-wide as needed water softener services 2024-2025	FAC2400	01/01/2024	12/31/2025	\$ 99,000.00
DCA21232	DELOITTE CONSULTING LLP = 10002364	EMPLOYEE BENEFITS CONSULTING	EMP2070	01/01/2024	12/31/2024	\$ 99,000.00
DCA21240	M ARTHUR GENSLER JR and ASSOCIATES INC = 10093221	As needed - Architectural and engineering services, countywide.	FAC2400	01/23/2024	12/31/2025	\$ 99,000.00
DCA21243	LHB INC = 10005167	As needed - Architectural and engineering services, countywide.	FAC2400	01/23/2024	12/31/2025	\$ 99,000.00
DCA21247	SRF CONSULTING GROUP INC = 10008367	As needed - Architectural and engineering services, countywide.	FAC2400	01/23/2024	12/31/2025	\$ 99,000.00
DCA21251	WOLD ARCHITECTS INC = 10009735	As needed - Architectural and engineering services, countywide.	FAC2400	01/23/2024	12/31/2025	\$ 99,000.00
DCA21257	CNH ARCHITECTS INC = 10001846	As needed - Architectural and engineering services, countywide.	FAC2400	01/25/2024	12/31/2025	\$ 99,000.00
DCA21258	COLLABORATIVE DESIGN GROUP INC = 10001875	As needed - Architectural and engineering services, countywide.	FAC2400	01/25/2024	12/31/2025	\$ 99,000.00
DCA21259	DAMON FARBER ASSOCIATES INC = 22009	As needed - Architectural and engineering services, countywide.	FAC2400	01/25/2024	12/31/2025	\$ 99,000.00
DCA21262	REHDER and ASSOCIATES INC = 10047708	Countywide as-needed Engineering Services	FAC2400	01/01/2024	12/31/2025	\$ 99,000.00
DCA21263	EDI-DOLEJS INC = 10109809	Countywide as-needed Engineering Services	FAC2400	01/01/2024	12/31/2024	\$ 99,000.00
DCA21264	MG SOLUTIONS LLC = 10079938	Countywide as-needed Engineering Services	FAC2400	01/01/2024	01/31/2025	\$ 99,000.00
DCA21265	EDWARD H COOK AND ASSOCIATES PA = 10068784	Countywide as-needed Engineering Services	FAC2400	01/01/2024	12/31/2025	\$ 99,000.00
DCA21439	SPLASH BUSINESS INTELLIGENCE INC = 10108012	Data Pipeline Oracle Cloud Real Time and Pre-Built Content	INF2300	03/18/2024	03/18/2025	\$ 99,310.00



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3402

Agenda #: 6.1

Meeting Date: 6/25/2024

DEPARTMENT: Sheriff

FILE TYPE: Regular Action

TITLE

Authorization To Add 12 Full-Time Equivalent Positions Required To Staff Jail Integrative Health Unit

PURPOSE/ACTION REQUESTED

Authorize the Sheriff to add 12 Full-Time Equivalent (FTE) positions (11.0 FTE grade 105 positions, 1.0 FTE Correctional Deputy grade 106 position), to begin the process of hiring required staffing for the jail's Integrative Health Unit that is anticipated to open in the first quarter of 2025.

SUMMARY

The Sheriff is mandated to provide care of those in custody per Minnesota Administrative Rules 2911.5800, and Minn. Stat. § 641.15. Approximately 25 percent of the Sheriff's jail inmate population includes those with serious health needs that should be addressed while they are in custody. The greatest challenge for the Sheriff has been providing an appropriate space dedicated to this care. During a 2020 needs assessment of the Sheriff's Office Jail, Dakota County's Office of Planning and Analysis completed a project scope summary. The findings recommended the addition of a dedicated jail housing unit to address the medical and mental health needs of inmates. This additional unit, the Integrative Health Unit, consists of a 28-bed self-contained unit that provides specialized care and support to those inmates with physical health limitations, substance abuse disorders, or mental health needs. This specialized and intentional support increases the likelihood of success while in custody and after release, having an impact on individuals, families, and the community.

The Dakota County Board of Commissioners approved the construction of the Integrative Health Unit which was funded through 2021 and 2022 Buildings and CIP dollars, and in 2023 utilizing county fund balance. In the fall of 2022, the Integrative Health Unit schematic design was approved, and groundbreaking began in the fall of 2023. The project is anticipated to be completed and ready for occupancy in the first quarter of 2025.

The Minnesota Department of Corrections and the Dakota County Office of Planning and Analysis conducted a staffing need assessment for the new unit and determined that it would require an additional 12 Correctional Deputies. The annual cost of the addition 12 FTE Correctional Deputies was estimated to be 1.2 million dollars.

The Sheriff reviewed the staffing recommendation and identified an alternative and less costly approach to staff the new unit. That includes the reclassification and creation of new positions at a lower job classification level to perform current, selective Correctional Deputy duties. 11 of the Sheriff's requested 12 additional FTE positions will perform administrative and non-inmate contact

duties that are currently tasked to Correctional Deputies. These tasks include operating the jail's control room and fingerprinting in the courts. This organizational change to backfill 11 Correctional Deputies currently performing those duties will allow those Deputies to be assigned to the new Integrative Health Unit. This revised staffing model will save Dakota County roughly \$100,000 per year compared to hiring 12 FTE Correctional Deputies.

In addition to the above request of the 11.0 FTE grade 105 positions to backfill Correctional Deputy control room and fingerprinting duties, the Sheriff requests an additional 1.0 FTE Correctional Deputy grade 106 to fill the requirement of 12 new Correctional Deputies for the new Integrative Health Unit.

The approval of these anticipated and required 12 positions in 2024 will allow staff to be hired and trained ahead of the opening of the Integrative Health Unit. The hiring and training of new jail staff can take up to six months. Upon the County Board of Commissioner's approval, the Sheriff will begin the hiring process with the intention to hire added staff in the second or third quarter of 2024.

RECOMMENDATION

Authorize the addition of 12 Full-Time Equivalent (FTE) positions (11.0 FTE grade 105 positions, 1.0 FTE Correctional Deputy grade 106 position), to begin the process of hiring required staffing for the jail's Integrative Health Unit that is anticipated to open in the first quarter of 2025.

EXPLANATION OF FISCAL/FTE IMPACTS

Dakota County Finance identified projected 2024 Sheriff's salary savings to cover the 2024 salaries and benefits of the added positions. The Sheriff could also utilize the State's recently awarded Public Safety Fund balance to offset qualifying budget expenditures if needed to ensure a 2024 zero net cost to the County to fund the additional 12.0 FTE positions. Ongoing funding for the positions will be included in the 2025 County Manager's Recommended Budget.

- None Current budget Other
 Amendment Requested New FTE(s) requested

RESOLUTION

WHEREAS, the Sheriff is mandated to provide care of those in custody per Minnesota Administrative Rules 2911.5800, and Minn. Stat. § 641.15; and

WHEREAS, in 2020, the Dakota County Dakota County's Office of Planning and Analysis completed a jail needs assessment and recommended the addition of the 28-bed Integrative Health Unit to address the medical and mental health needs of inmates; and

WHEREAS, the Dakota County Board of Commissioners approved the construction of the Integrative Health Unit which is scheduled for completion in the first quarter of 2025; and

WHEREAS, the Minnesota Department of Corrections and the Dakota County Office of Planning and Analysis conducted a staffing need assessment for the new unit and determined that it would require an additional 12 Full-Time Equivalent (FTE) Correctional Deputies; and

WHEREAS, the Sheriff identified an alternative and less costly approach to staff the new unit utilizing 11.0 FTE, grade 105 to backfill existing Correctional Deputy administrative and non-inmate contact duties; and

WHEREAS, the Sheriff is requesting 12.0 FTE consisting of 11.0 FTE in grade 105 and 1.0 FTE Correctional Deputy in grade 106 to fulfill the requirement and begin hiring and training staff in the anticipation of the Integrative Health Unit; and

WHEREAS, the costs associated with the new positions in 2024 will be covered by the Sheriff's budget savings at a zero net cost to the county in 2024.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Sheriff is hereby authorized to add 12.0 Full-Time Equivalent (FTE) positions, consisting of 11.0 FTE in grade 105, and 1.0 FTE in grade 106, to begin the process of staffing the jail's Integrative Health Unit that is anticipated to open in the first quarter of 2025, with the cost associated with the new positions in 2024 to be covered by the Sheriff's budget savings.

PREVIOUS BOARD ACTION

None.

ATTACHMENTS

None.

BOARD GOALS

- | | |
|---|--|
| <input type="checkbox"/> A Great Place to Live | <input type="checkbox"/> A Healthy Environment |
| <input type="checkbox"/> A Successful Place for Business and Jobs | <input checked="" type="checkbox"/> Excellence in Public Service |

CONTACT

Department Head: Joe Leko

Author: Joe Leko



General Government and Policy Committee of the Whole

Request for Board Action

Item Number: DC-3544

Agenda #: 9.1

Meeting Date: 6/25/2024

Adjournment