

**COMMUNITY SERVICES COMMITTEE  
OF THE WHOLE**

**Minutes of the Meeting  
Tuesday January 11, 2011  
9:00 a.m.**

**Room L139, Western Service Center**

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 9:00 a.m. by the Chair, Commissioner Liz Workman. Those in attendance:

Commissioner Joseph A. Harris  
Commissioner Kathleen A. Gaylord  
Commissioner Thomas Egan  
Commissioner Nancy Schouweiler  
Commissioner Liz Workman  
Commissioner Paul J. Krause  
Commissioner Willis E. Branning

Also in attendance were: Brandt Richardson, County Administrator; Kelly Harder, Community Services Division Director; and Jay Stassen, County Attorney's Office.

**2. REPORTS**

There were no reports.

**3. INTRODUCTIONS**

There were no introductions.

**4. AUDIENCE**

Chair Workman asked if anyone in the audience wished to address the Committee on an item not on the agenda or if anyone wished to discuss an item on the Consent Agenda. No one appeared.

**5. APPROVAL OF AGENDA**

Moved by Commissioner Schouweiler, seconded by Commissioner Krause, and passed on a 7-0 vote to approve the agenda.

**6. CONSENT AGENDA**

Moved by Commissioner Egan, seconded by Commissioner Krause, and passed on a 7-0 vote to approve the consent agenda.

**6.1 Minutes of the November 30, 2010 Community Services Committee of the Whole Meeting**

**6.2 Authorization To Execute Contract With RESOURCE, Inc., DBA Employment Action Center, For Minnesota Family Investment Program Employment Services**

WHEREAS, Dakota County implements Minnesota Family Investment Programs (MFIP) to eligible Dakota County residents; and

WHEREAS, Dakota County has contracted with RESOURCE, Inc., for MFIP employment services since July 2007; and

WHEREAS, due to the successful achievement of outcomes, the contract amount has been increased each year and job club services were added to the contract expectations; and

WHEREAS, Dakota County's work participation rate, annualized from the period of April 9, 2009 through March 10, 2010, was 36.6%, 7.1% higher than the 29.5% rate the previous year, which made Dakota County eligible for the 2011 performance-based funds; and

WHEREAS, at its November 19, 2010, meeting, the Dakota-Scott Workforce Investment Board recommended continuing a contract with RESOURCE, Inc., in 2011 to provide individualized case management and job club services to MFIP participants in Dakota County, in an amount not to exceed \$886,244, a \$60,000 increase over the 2010 contract amount; and

WHEREAS, staff recommends executing a contract with RESOURCE, Inc., doing business as EAC, in an amount not to exceed \$886,244 for the period of January 1, 2011 through December 31, 2011.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with RESOURCE, Inc., doing business as Employment Action Center, to provide employment and training case management services, and job club services for MFIP participants, in an amount not to exceed \$886,244 for the period of January 1, 2011 through December 31, 2011, 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 MFIP Employment Services grants awarded by the Department of Human Services and the Department of Employment and Economic Development, to alter the number and types of clients served, types of services provided, amount of contract, and reporting requirements, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That this 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.

### **6.3 Authorization To Execute Contract With HIRED To Provide Volunteer Work Experience Services For Dakota County Minnesota Family Investment Program Participants**

WHEREAS, Dakota County has been providing a Volunteer Work Experience program for Minnesota Family Investment Program (MFIP) participants since January 2007; and

WHEREAS, due to strong performance over the past year and the fact that supported work funds will most likely be reduced in the future, staff recommends executing a contract with HIRED to provide Volunteer Work Experience services in an amount not to exceed \$59,663 for the period of January 1, 2011 through December 31, 2011.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a contract with HIRED to provide Volunteer Work Experience services for eligible MFIP participants, in an amount not to exceed \$59,663 for the period of January 1, 2011 through December 31, 2011, 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 MFIP Employment Services grants awarded by the Department of Human Services and the Department of Employment and Economic Development, to alter the number and types of clients served, types of services provided, amount of contract, reporting requirements, and 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 this 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.

**6.4 Ratification Of Housing Matchmaker Grant Application, Authorization To Execute Grant Agreement With The Saint Paul Foundation, And Amend Related Contract**

WHEREAS, by Resolution No. 09-324 (July 7, 2009), the County Board of Commissioners ratified a grant application submitted to The Saint Paul Foundation in the amount of \$100,000 for the purposes of outreach, homelessness prevention and rapid re-housing services to be utilized over a period of 12 to 18 months; and

WHEREAS, by Resolution No. 09-375 (July 21, 2009), the County Board of Commissioners authorized the execution of a grant agreement with The Saint Paul Foundation, and amendment of the 2009 Social Services budget to add \$100,000 in funds, with any unspent grant funds in 2009 to be carried over into 2010; and

WHEREAS, a Request for Proposal (RFP) was issued on July 20, 2009, and Cenneidigh, Inc., was selected as the provider for Housing MatchMaker services; and

WHEREAS, The Saint Paul Foundation recently indicated an interest in providing Dakota County with an additional \$100,000 in calendar year 2011 to continue the Housing MatchMaker program; and

WHEREAS, staff recommend executing a grant agreement with The Saint Paul Foundation, accepting the grant funds and amending the 2011 Social Services budget, and amending the contract with Cenneidigh, Inc., for continued implementation of the Housing MatchMaker program, at the rate of \$50/hour for the period of January 1, 2011 through December 31, 2011.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the grant application submitted to The Saint Paul Foundation for continuation of the Housing MatchMaker program; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a grant agreement with The Saint Paul Foundation for outreach, homelessness prevention and rapid re-housing services, in the amount of the grant awarded, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That, if awarded, the Community Services Director is hereby authorized to execute an amendment to the contract with Cenneidigh, Inc., for the Housing MatchMaker program at a rate of \$50/hour for the period of January 1, 2011 through December 31, 2011, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That, if awarded, the Community Services Director is hereby authorized to amend said contract, consistent with County contracting policies, to alter the term or types of services provided, consistent with County contracting policies, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That, if awarded, this 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; and

BE IT FURTHER RESOLVED, That, if awarded, the 2011 Social Services budget is hereby amended as follows:

<b>Expense</b>	
Homeless Services	\$100,000

<b>Total Expense</b>	<b>\$100,000</b>
<b>Revenue</b>	
The Saint Paul Foundation	\$100,000
<b>Total Revenue</b>	<b>\$100,000</b>

**6.5 Ratification Of Housing Stability Grant Application Submitted To Greater Twin Cities United Way**

WHEREAS, Dakota County's Supportive Housing Unit (SHU) accepted the invitation of Greater Twin Cities United Way (GTCUW), and submitted a housing stability grant application on November 10, 2010 for \$720,000 for a three-year period beginning January 1, 2012, to assist families in stabilizing their housing; and,

WHEREAS, GTCUW funds would be used to replace current funds of the Homeless Prevention and Rapid Re-Housing (HPRP) program, supported by the 2009 American Reinvestment and Recovery Act (ARRA), as those temporary funds are expended; and

WHEREAS, approximately 49 Dakota County families per year would have access to critical housing funds which they cannot obtain elsewhere; and

WHEREAS, based on 2009-2010 Supportive Housing Unit (SHU) records collected with similar populations, a high percentage of the household served include people with disabilities, people experiencing domestic violence, and other potential barriers to stable housing; and

WHEREAS, case management provided by SHU would support families in obtaining and sustaining housing for a period of time depending on the individual family's need; and

WHEREAS, in order to meet GTCUW's time line, County staff submitted a response prior to seeking County Board authorization; and

WHEREAS, staff request that the County Board of Commissioners ratify the housing stability grant application submitted to GTCUW in the amount of \$720,000 for a three-year period beginning January 1, 2012.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the housing stability grant application submitted to Greater Twin Cities United Way in the amount of \$720,000 for a three-year period beginning January 1, 2012.

**6.6 Authorization To Execute Joint Powers Agreement With Scott County For Purposes Of Dakota County Providing After-Hours Services To Scott County Residents**

WHEREAS, Scott County is interested in entering into a Joint Powers Agreement (JPA) with Dakota County for purposes of Dakota County answering Scott County Social Services telephone calls during non-business hours; and

WHEREAS, Dakota County has staff that work twenty-four hours a day, seven days a week that are available and qualified to answer Social Services calls; and

WHEREAS, the Parties agree on the scope and nature of services to be provided.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the County Board Chair to execute the Joint Powers Agreement for after-hours Social Services telephone calls by and among the counties of Dakota and Scott, substantially as presented on January 11, 2011, to the Community Services Committee of the Whole, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That this authorization to execute the Joint Powers Agreement is contingent upon Scott County approving the agreement.

#### **6.7 Authorize Acceptance Of Parent Support Outreach Program Grant**

WHEREAS, the Minnesota Department of Human Services has awarded Dakota County Social Services \$54,000 to continue Parent Support Outreach Program from January 1, 2011 through December 31, 2011; and

WHEREAS, the grant amount is intended to serve 54 Dakota County families, a similar level to the 48 families accepting Parent Support Outreach Program services in 2010; and

WHEREAS, Parent Support Outreach Program offers voluntary services to families with young children who have been reported to child protection due to family concerns that fall short of the criteria mandated investigation; and

WHEREAS, the voluntary services through Parent Support Outreach Program have been shown to provide connection to needed community supports, including services for substance abuse and basic needs that have reduced future maltreatment reports.

NOW THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Community Services Director to accept the Parent Support Outreach Program grant from the Department of Human Services, in the amount of the grant awarded, for the period of January 1, 2011 through December 31, 2011, subject to approval by the County Attorney's Office as to form.

#### **6.8 Authorization To Distribute Funds For Statewide Health Improvement Program And Authorization To Execute Contracts For Related Services**

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

WHEREAS, the Statewide Health Improvement Program (SHIP) was signed into law in 2008 as an integral component of Health Care Reform with the goal to help Minnesotans live longer, better, healthier lives by reducing the burden of chronic diseases through a focus on tobacco use and obesity (physical activity and nutrition) in worksites, healthcare settings, schools, and other community settings; and

WHEREAS, the Minnesota Department of Health notified Public Health staff that Dakota County had been awarded \$2.783 million for the two-year period beginning July 1, 2009 and ending June 30, 2011, (\$1.157 million in the first year and \$1.626 million in the second year) to reduce obesity and tobacco use; and

WHEREAS, by Resolution No.10-332, (June 22, 2010), the County Board of Commissioners authorized distribution of \$123,762 with up to 11 cities working to increase active living; and

WHEREAS, staff solicited, received, and reviewed a recent round of funding applications from cities on October 28, 2010; and

WHEREAS, staff seeks authorization to distribute funds based on applications and recommendations of the review committee, and to develop contract agreements with four cities effective January 1, 2011; and

WHEREAS, by Resolution No. 10-273 (May 18, 2010), a contract was authorized for a second year with Kimley-Horn and Associates, Inc., to work with up to eight schools to develop comprehensive Safe Routes to School plans in an amount not to exceed \$24,000 for the period of July 1, 2010 through June 30, 2011; and

WHEREAS, an additional five schools have expressed interest in creating comprehensive Safe Routes to School plans in school year 2010/2011, for which additional funding is available.

NOW, THEREFORE, BE IT RESOLVED, That the Community Services Director is hereby authorized to execute contracts, substantially as presented at the January 11, 2011 Community Services Committee of the Whole meeting, with the City of Eagan in an amount not to exceed \$22,000, the City of Hastings in an amount not to exceed \$12,500, and the City of Rosemount in an amount not to exceed \$10,500, for the period of January 1, 2011 through June 30, 2011, and with the City of West St. Paul in an amount not to exceed \$25,000 for the period of January 1, 2011 through December 31, 2011, 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 the existing contract with Kimley-Horn and Associates, Inc., to work with five additional schools to develop comprehensive Safe Routes to School plans, and increase the contract amount by \$14,000 for a total not to exceed amount of \$38,000 for the period of July 1, 2010 through June 30, 2011, 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.

#### **6.9 Authorization To Execute Amended And Restated Joint Powers Agreement For Metro Alliance For Healthy Families To Add Chisago And Isanti Counties**

WHEREAS, the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington, and the city of Bloomington (Parties) have entered into a joint powers agreement for the Metro Alliance for Healthy Families; and

WHEREAS, the Greater Twin Cities United Way has offered to extend funding for the Metro Alliance for Healthy Families in order to include Chisago County and Isanti County; and

WHEREAS, Chisago County and Isanti County have indicated their interest in becoming members of the Metro Alliance for Healthy Families; and

WHEREAS, the Governing Board of the Metro Alliance for Healthy Families has invited Chisago County and Itasca County to become members of the Metro Alliance for Healthy Families.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby withdraws from the Joint Powers Agreement by and among the Metropolitan Counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington and the City of Bloomington, for a Metro Alliance for Healthy Families Program (the "2007 Agreement"); and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Dakota County Community Services Director to execute the Amended and Restated Joint Powers Agreement for the Metro Alliance for Healthy Families, substantially as presented to the Community Services Committee of the Whole on January 11, 2011, subject to approval of the County Attorney's Office as to form and conditioned upon termination of the 2007 Agreement; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby directs the Dakota County Community Services Director to send a certified copy of this resolution to the Metro Alliance Governing Board in care of Dakota County as administrative agent of the 2007 Agreement pursuant to paragraph 12 (b) of said Agreement.

#### **7.1 Update On Dakota County Child and Family Service Review**

Joan Granger-Kopesky, Social Services Deputy Director presented on this item. Ms. Granger-Kopesky reviewed the process, scheduling, and details of Children and Family Service Reviews (CFSRs). CSFRs are conducted on local, state, and federal levels. The purpose of a CSFR is to assess effectiveness in addressing the safety, permanency, and well-being of children and families served by an agency. Dakota County outperformed Minnesota on 18 of 23 items and 6 of 7 outcome areas within the CSFR. Items of particular strength were found in stable and permanent homes, child well-being, timely reunification, and timely adoption. This item was for information only; there was no action requested.

## **7.2 Update On Federally Funded Food Support Program**

Dennis Anderson, Employment and Economic Assistance Deputy Director presented on this item. Mr. Anderson reviewed recent changes in the County's federally funded Food Support Program. Minnesota opted to increase the income level maximum from 130% of the Federal Poverty Guideline (FPG) to 165% FPG and to eliminate the asset test; both changes were effective November 1, 2010. Dakota County has seen Food Support Program caseloads increase steadily as a result of the long recession, increases in poverty rates, high unemployment rates, and policy changes. In November 2010, Dakota County served a total of 20,198 clients in Food Support Programs. This item was for information only; there was no action requested.

## **7.3 Authorization To Execute Grant Agreement With The Saint Paul Foundation For Community Economic Relief Funding And Amend 2011 Employment And Economic Assistance Budget**

Dennis Anderson, Employment and Economic Assistance Deputy Director presented on this item. Mr. Anderson reviewed progress to date of the Emergency Medical Fund, which has been funded by The Saint Paul Foundation. A grant application was submitted requesting funding to continue the program in 2011. There was a motion by Commissioner Harris, seconded by Commissioner Schouweiler, and passed on a 7-0 vote to recommend the County Board adopt the following resolution:

WHEREAS, in response to the economic downturn, The Minnesota Community Foundation and The Saint Paul Foundation, along with key partners, established a new Community Economic Relief Fund (CERF) for 2010 to help stabilize individuals most at risk for severe consequences due to the combined impact of health, chemical health, and/or mental health issues; and

WHEREAS, staff submitted a funding request for \$63,600 for 2010, proposing the establishment of an Emergency Medical Fund to meet emergent mental health and health care needs of Dakota County residents who had no other resources to resolve the emergent situation; and

WHEREAS, a \$63,600 grant was awarded to Dakota County to provide benefits to county residents experiencing a financial crisis related to the provision of emergency medical needs; and

WHEREAS, by Resolution No. 10-047 (January 26, 2010), the Dakota County Board of Commissioners authorized staff to execute a grant agreement with The Saint Paul Foundation to accept these funds and administer the program for 2010; and

WHEREAS, Employment and Economic Assistance submitted a grant application for \$50,000 to The Saint Paul Foundation to continue the program into 2011; and

WHEREAS, staff anticipates notification in January 2011 if the grant has been awarded.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners thanks The Saint Paul Foundation for their generosity and foresight in assisting low-income families and individuals struggling to meet basic needs in Dakota County; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby ratifies the grant application submitted to The Saint Paul Foundation for continuation of the Emergency Medical Fund; and

BE IT FURTHER RESOLVED, That, if awarded, the Dakota County Board of Commissioners hereby authorizes the Community Services Director to execute a grant agreement with The Saint Paul Foundation to assist residents needing financial help with emergency medical needs, in the amount of the grant awarded, subject to approval by the County Attorney's Office as to form; and

BE IT FURTHER RESOLVED, That, if awarded, the 2011 Employment and Economic Assistance budget is hereby amended as follows:

<b>Revenue</b>	
Saint Paul Foundation	\$50,000
<b>Total Revenue</b>	<b>\$50,000</b>

<b>Expense</b>	
Emergency Medical Fund	\$50,000
<b>Total Expense</b>	<b>\$50,000</b>

#### **8. COMMUNITY SERVICES DIRECTORS REPORT**

Each Commissioner received a copy of the Director's written report and Kelly Harder, Community Services Director, pointed out highlights.

#### **9. ADJOURNMENT**

There being no further business to come before the Committee, the meeting was moved for adjournment by Commissioner Egan, seconded by Commissioner Gaylord, and passed on a 7-0 vote. The meeting was adjourned at 10:20 a.m.

Respectfully submitted,

Beth Bisciglia  
Administrative Coordinator  
Community Services Division