



CARVER COUNTY

minnesota

Carver County Board of Commissioners
October 20, 2020
Regular Session

Under Minnesota Statute 13D.021 the County Board has made a determination that opening the Carver County Government Center is not practical or prudent because of a health pandemic and an emergency has been declared under chapter 12.

The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. Individuals who wish to provide public comments related to the meeting can do so by email at: admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516.

**The meeting will be webcast live
at: <https://www.youtube.com/user/CarverCountyMN/live>**

All five Commissioners will be attending the meeting in person with appropriate social distancing.

REGULAR SESSION

- 9:00 a.m. 1. a) **CONVENE**
- b) **Pledge of allegiance**
- c) **Public comments submitted via email/voice mail**
- 2. Agenda review and adoption
- 3. Approve minutes of October 6, 2020 Regular Session 1-3
- 4. Community Announcements
- 9:05 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Roof Work at Baylor Regional Park Barn 4
- 5.2 Joint Powers Agmt. with Young America Township and Benton Township
for Salem Avenue Bridge Project 5
- 5.3 Request for approval to award mini-grant to District 112..... 6
- 5.4 Amendment 2 to Local Recycling Development Grant Agreement..... 7
- 5.5 Professional Services Agreement with Alliant Engineering Inc. for
Highway 40 Project - Belle Plaine Area 8
- 5.6 Mobile Clinic Trailer Contract Amendment for COVID related services.... 9
- 5.7 Contract with Alternative Business furniture, INC..... 10

5.8	Request for approval to contract with Russ Bassett to replace 911 dispatch consoles	11
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Growth: Manage the challenges and opportunities resulting from growth and development

5.9	Amendment 4 to PSA with SRF Consulting Group for Final Design of the Highway 212 Project - Dahlgren Township	12
5.10	Amendment 2 to Professional Services Agreement with Bolton & Menk, Inc. for the Highway 41 Project - Jonathan Area.....	13
5.11	Amendment 3 to Arboretum Area Transportation Plan PSA with Bolton and Menk, Inc.....	14
5.12	Final Acceptance and Payment to Egan Company for the Highway 212 Traffic Signal Improvements Project	15-16
5.13	Amendment 1 to Joint Powers Agreement with State of MN for Arboretum Area Transportation Plan.....	17-19

Connections: Develop strong public partnerships and connect people to services

5.14	Encore Donations - Quarter 3	20
5.15	Cares Act Funding - Request for approval to contract with Security and Sound Co.	21
5.16	Quarterly approval for and acceptance of donations received by the Child and Family (Child Protection) Department between 7/1/20-9/30/20	22

Culture: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government

5.17	Request for approval to contract with MEnD Correctional Care	23
5.18	Request for Reappointment of County Assessor	24

Finances: Improve the County's financial health and economic profile

5.19	Review/Social/Commissioners' Warrants.....	NO ATT
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9:10 a.m. **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY COMMUNITY HEALTH BOARD**

9:10 a.m. **COMMUNITIES: Create and maintain safe, healthy and livable communities**
 6.1 Semi-Annual Report to the County Health Board..... 25-45

9:35 a.m. **ADJOURN AS CARVER COUNTY COMMUNITY HEALTH BOARD AND RECONVENE AS COUNTY BOARD**

9:35 a.m. **CONNECTIONS: Develop strong public partnerships and connect people to services**
 7.1 COVID-19 Phase II Reopening Updates..... 46-52

9:50 a.m. **ADJOURN REGULAR SESSION**

David Hemze
 County Administrator

UPCOMING MEETINGS

October 27, 2020	9:00 a.m. Work Session
November 3, 2020	9:00 a.m. Board Meeting
November 10, 2020	No Board Meeting
November 17, 2020	9:00 a.m. Board Meeting
November 24, 2020	9:00 a.m. Work Session
December 1, 2020	9:00 a.m. Board Meeting
December 3, 2020	6:00 p.m. 2021 Budget Public Hearing

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on October 6, 2020. The building remained closed due to the health pandemic but was webcast live. Chair James Ische convened the session at 9:00 a.m.

Members present: James Ische, Chair, Gayle Degler, Vice Chair, Randy Maluchnik, Tim Lynch and Tom Workman.

Members absent: None.

No public comments were received.

The following amendments were made to the agenda:

Add:

5.21: Coordination of COVID-19 Essential Services provision STOC

5.22: Resolution Authorizing Petition for Eminent Domain for US 212 Project –
Dahlgren Township

Delete:

5.16 CARES Act Funding-Request for approval to contract with Tierney Brothers, Inc.

Workman moved, Lynch seconded, to approve the agenda as amended. Motion carried unanimously.

Degler moved, Maluchnik seconded, to approve the minutes of the September 15, 2020, Regular Session. Motion carried unanimously.

Maluchnik moved, Workman seconded, to approve the following consent agenda items:

Authorized the County Engineer, or his designee, to approve Supplemental Agreement 35 for \$39,942.04 for the Flying Cloud Reconstruction Project.

Authorized the Sheriff's Office the ability to hire vacant Deputy Sheriff positions as Cadets when desired.

Approved Court Services' acceptance of donations from Chaska VFW, Beyond the Yellow Ribbon, Barbara Nevin and Craig Mertz./Janine Hanson.

Authorized the Parks Director to submit SFY 2022 and SFY 2023 Parks and Trails Legacy Fund requests to the Metropolitan Council.

Approved contract with Greystone Construction pending finalization the contract review process and delegated to the Assistant County Administrator the authority to sign change orders not to exceed the total contract amount.

Authorized the Chair and Administrator to sign the Notice of Approval of Mn/DOT Agreement and Consent to HCRRA and Mn/DOT to Execute Mn/DOT Agreement, which provides written notice that all of the terms of the Mn/DOT Agreement are satisfactory to Carver County and Carver County consents to HCRRA and Mn/DOT executing that agreement.

Approved CARES Act funding for the outlined Health and Human Services programs in the amount of \$161,840 as a necessary response to the COVID-19 public health emergency.

Resolution #73-20, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for US 212 Project – Dahlgren Township.

Adopted the Findings of Fact and issued Order #PZ20200037 for the issuance of a Conditional Use Permit, Jeff Essig/Jeff Essig Holdings, LLC, Benton Township.

Approved professional services agreement with Granite Ledge Electrical Contractors, Inc., in the amount of \$26,861.05 for traffic signal improvements, pending finalization of the contract review process.

Approved professional services agreement with Midwest Electric and Generator for the purchase and installation of the generators and transferring ownership of the generators to the City of Carver, City of Cologne, City of Hamburg and City of Norwood Young America once installation of the generators and all project deliverables have been completed.

Approved professional services agreement with Walker and Associates for the purchase and installation of the Adva Monitoring Solution.

Contract with SkyNorth pending finalization of the contract review process.

Approved application for renewal of the on-sale liquor license including Sunday for Whistle Post LLC dba Sovereign Estate Wine.

Contract with Security & Sound Company as a necessary response to the COVID-19 public health emergency pending finalization of the contract review process.

Contract Amendment 1 to State of Minnesota Cooperative Construction Agreement 1035576 pending finalization of the contract review process.

Approved issuing tobacco license to Hamsa LLC.

Approved the 2020 truth in taxation meeting to be held virtually on December 3rd at 6:00 p.m.

Approved creation of the STOC position in the Public Health Department to coordinate COVID-19 essential services.

Rescinding Resolution #66-20 and adopted Resolution #74-20, Authorizing Eminent Domain to Acquire Real Property Interests Needed for Trunk Highway 212-Dahlgren Township Project

Reviewed September 22, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$474,285.25; reviewed September 29, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$702,002.50 and reviewed October 6, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$634,989.19.

Commissioner Lynch clarified he would be abstaining from the vote as one of the vendors was a friend.

On vote taken on the consent agenda, Degler, Ische, Maluchnik, Workman voted aye. Lynch abstained. Motion carried.

David Frischmon, Finance, appeared before the Board for an update on CARES Act projects and programs. He referenced the previous amounts that were allocated and requested approval of the additional amounts to be directed toward Public Health expenses. He clarified they would be holding a work session regarding the reimbursement for payroll expenses in the future.

Maluchnik moved, Degler seconded, to approve the projects/programs outlined as necessary responses to the COVID-19 public health emergency. Motion carried unanimously.

Degler moved, Lynch seconded, to adjourn as the County Board and convene as the Carver County Regional Rail Authority. Motion carried unanimously.

Lyndon Robjent, Public Works, requested the Rail Authority approve an agreement with the Hennepin County Regional Rail for culvert headwall repair on the Minnesota River Bluffs Regional Trail. He pointed out the location of the trail. He explained they utilized Met Council funding to acquire the corridor and the agreement with Hennepin County was to utilize that money to do the necessary slope repairs. He highlighted a photo showing the slope failure, the work that was done to the south repair area and the recommended additional repair work to the north culvert headwall.

He reviewed the purchase agreement with Hennepin County on the work to be done, the use of the funds and ownership of the corridor. Robjent noted the option to do the additional repair work now or wait. He reviewed his recommendation to repair now as the contractor was on site and they reached a negotiated price.

Robjent reviewed the five-year improvement plan for the Rail Authority and recognized this expenditure may require them to push off some maintenance projects. He also noted the ongoing negotiations with Hennepin County to take over additional corridors and the additional maintenance needed.

Degler moved, Workman seconded, to approve the cost participation cooperative agreement for culvert work with Hennepin County Regional Rail Authority and authorize the Board Chair to sign the agreement upon completion of the contract review process. Motion carried unanimously.

Robjent shared updates on federal grant requests and shared drone videos of the 101 project and CSAH 50 bridge project.

Lynch moved, Degler seconded, to adjourn as the Carver County Regional Rail Authority. Motion carried unanimously.

David Hemze
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Roof Work at Baylor Regional Park Barn

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 10/20/2020

Contact: Marty Walsh Title: Parks Director

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Baylor Regional Park has a 1935 barn which was converted to a visitor center in the mid 1970's. The Visitor Center roof is in need of replacement. Currently the roof has an asphalt shingle and is at the end of its useful life. It is proposed that a new metal roof be installed for longer durability instead of an asphalt shingle.

Work to replace the roof would take place this fall.

Two proposals were received for materials and labor to replace the roof.

- Allied Construction \$56,875
- Stuedeman, Construction Services, LLC. \$47,200

Funding for the project is available in the small capital improvement budget of the Parks Department.

ACTION REQUESTED:

Motion to contract with Stuedeman Construction Services pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

FUNDING

If "Other", specify:

County Dollars = \$47,200.00

FTE IMPACT: None

\$0.00

Total \$47,200.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7151

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agmt. with Young America Township and Benton Township for Salem Avenue Bridge Project

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 10/20/2020

Contact: Darin Mielke Title: Assistant Public Works Director

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

Young America Township and Benton Township would like to replace existing culverts on County Ditch No. 4 across Salem Avenue under both township's jurisdiction. Young America Township and Benton Township will reimburse the County for any costs incurred not covered by Town Bridge funds, in accordance with this JPA that has already been approved by the townships. It is the desire of all parties hereto to enter into a written document regarding the replacement of existing culverts on County Ditch No. 4 across Salem Avenue.

ACTION REQUESTED:

Motion to approve a Joint Powers Agreement with Young America Township and Benton Township for the Salem Avenue Bridge Project, pending finalization of the contract review process.

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	\$0.00
Young America Twp.	\$10,000.00
Benton Twp.	\$10,000.00
Town Bridge Funds	
Total	\$20,000.00

Insert additional funding source

Related Financial/FTE Comments:

There will be no cost to the County. Town Bridge eligible costs are not known at this point for this project.

Office use only:

RBA 2020 - 7160

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to award mini-grant to District 112

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County Public Health (CCPH) has been awarded Minnesota Department of Health (MDH) Statewide Health Improvement Partnership (SHIP) grant funding to support activities that prevent risk factors that lead to chronic disease through policy, systems and environmental strategies. This is accomplished by building the capacity of communities to increase access to healthy foods and active living, and to reduce tobacco use and exposure. Eastern Carver County School District is taking steps to address educational inequities that exist within their community which have resulted in dismissal and neglect of students and families of color and a recent increase of racial incidents. These incidents caused serious trauma, damaged community relationships and accelerated the need for substantive work and resources to address these problems.

The district implemented Restorative Practices last school year in three schools, and they seek to train staff from three additional schools this year to continue transforming the culture. The goal is to provide intensive training to staff in all schools within 4-5 years. Restorative Practice has already begun to change policies, systems and environmental ways of being at the schools who received training, and SHIP funding is requested to continue moving this work forward, starting with schools that have been identified as most in need of this work.

The district is providing 100% match associated with SHIP funding. The Restorative Practices project has been pre-approved by MDH for the amount of \$50,425. This project fits into the new SHIP Wellbeing strategy. The additional funds requested for this grant agreement will be used for other TBD SHIP projects that Eastern Carver County School District 112 will implement in the 2010-2021 academic year.

ACTION REQUESTED:

Motion to provide mini-grant funding to District 112 pending finalization of the grant/contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
SHIP Grant Funds	\$50,425.00
Total	\$50,425.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7162

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 2 to Local Recycling Development Grant Agreement

Primary Originating Division/Dept: <input type="text" value="Public Services - Environ. Svc."/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Brad Hanzel"/> Title: <input type="text" value="Environmental Supervisor GC"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

The State of Minnesota provides Local Recycling Development Grant (LRDG) funding to metropolitan counties for the planning, development, and operation of yard waste composting and recycling programs. The grant must be matched by equal local expenditures.

In 2018, the Department of Administration advised the Minnesota Pollution Control Agency to develop specific grant agreements for each participating county. As a result, all seven metropolitan counties signed LRDG grant agreements in order to receive funding. The original grant agreement was executed on April 4, 2019,

Proposed amendments to the original grant agreement consist of minor changes, including funding amounts. The funding amount for 2020 is \$161,781.35. The annual amount will vary throughout the term of the contract due to the funding mechanism.

This LRDG grant funding will provide Carver County with the opportunity to improve existing recycling programs and/or develop new programs, to serve Carver County residents at the Environmental Center and throughout the County.

The County Attorney and Risk Manager have reviewed and approved the amendment.

ACTION REQUESTED:

Motion to approve LRDG Agreement Amendment with the Minnesota Pollution Control Agency, and delegate the Assistant County Administrator the authority to sign the amendment on behalf of the County.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
If "Other", specify: <input type="text"/>	<table style="width: 100%;"> <tr> <td>County Dollars =</td> <td><input type="text"/></td> </tr> <tr> <td>LRDG grant</td> <td style="text-align: right;">\$161,781.35</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$161,781.35</td> </tr> </table>	County Dollars =	<input type="text"/>	LRDG grant	\$161,781.35	Total	\$161,781.35
County Dollars =	<input type="text"/>						
LRDG grant	\$161,781.35						
Total	\$161,781.35						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

The Environmental Services budget includes \$155,000 for the 2020 grant revenue. The LRDG grant is matched with equal funding derived from the County Solid Waste Service Fee.

Office use only:

RBA 2020 - 7171

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement with Alliant Engineering Inc. for Highway 40 Project - Belle Plaine Area

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Cory Spanier"/> Title: <input type="text" value="Project Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County issued a Request for Proposal (RFP) on July 31, 2020 to prepare plans and specifications for a safety improvement project on Highway 40. The scope of work includes preliminary design on Highway 40 from Highway 25 to Highway 11, and final design for approximately 4.1 miles of Highway 40 located north of the Minnesota River from the intersection of Highway 25 heading northeast to the intersection of Highway 52. The project will bring the southern 4.1 miles of roadway up to current safety standards with wider shoulders, improved signage, lighting, and slope stabilization along the Minnesota River. As part of this project land acquisition will be needed to accommodate the improvements. The scope of services for the consultant includes preparing state and federal aid approved plans, preparing all environmental documents and permits and preparing information and documents to be used by the county right of way and survey departments. The RFP was sent to eight consultants for their consideration. The consultant selection process was based on the "Best Value" process. The "Best Value" process uses several criteria groups that are weighted and then combined to give a final score for each proposal that is shown as an overall percent ranked value. A panel of three (3) staff members reviewed the proposals and based on their overall ranking, the Alliant Engineering consulting firm was recommended to the Public Works Director and the Deputy Public Works Director. After review of the panel's recommendation they concurred with the panel to use and contract with Alliant Engineering for this project.

The County applied for a Highway Safety Improvement Program (HSIP) grant for these improvements. Construction is planned for 2023 or 2024.

ACTION REQUESTED:

Motion to approve a professional services agreement with Alliant Engineering, Inc. for the Highway 40 Project - Belle Plaine Area, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING				
<i>If "Other", specify:</i> <input type="text"/>	County Dollars =				
FTE IMPACT: <input type="text" value="None"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Wheelage Tax</td> <td style="width: 30%; text-align: right;">\$530,105.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$530,105.00</td> </tr> </table>	Wheelage Tax	\$530,105.00	Total	\$530,105.00
Wheelage Tax	\$530,105.00				
Total	\$530,105.00				
<input checked="" type="checkbox"/> Insert additional funding source					
Related Financial/FTE Comments:					

Office use only:

RBA 2020 - 7177

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Mobile Clinic Trailer Contract Amendment for COVID related services

Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="HHS Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County residents are in need of accessible COVID-19 related services to provide mobile testing, point of distribution for a vaccine, as well as other necessary clinic support services to meet the health related COVID-19 needs in the County.

To accomplish meeting this need, Carver County Board approved an agreement with Ridgeview Medical Center (RMC) to utilize up to \$500,000 of CARES Act funds allocated to Carver County, to purchase a Mobile Clinic trailer to address health needs associated with the coronavirus pandemic.

For proper outfitting the Mobile Clinic to address COVID related needs, an additional \$27,308 are needed by Ridgeview Medical Center for Furniture, Fixtures and Equipment (FFE); IT infrastructure; and Signage. CARES Act funds would be utilized for these additional costs.

Contract 20-304, which authorized Ridgeview Medical Center to use \$500,000 of CARES Act funds for the mobile clinic will be amended to reflect this additional amount.

ACTION REQUESTED:

Motion to approve amendment to contract 20-304 authorizing an additional \$27,308 of CARES Act funds to Ridgeview Medical Center for necessary costs in response to the COVID19 public health emergency to properly outfit the mobile clinic trailer, pending approval of Attorney and Risk.

FISCAL IMPACT: <input type="text" value="Other"/> <i>If "Other", specify:</i> <input type="text" value="Funded by CARES Act (Coronavirus Reli"/>	FUNDING County Dollars = <input type="text"/> CRF Funds <input type="text" value="\$27,308.00"/> Total <input type="text" value="\$27,308.00"/> <input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

- \$ 27,308 Ridgeview Mobile Clinic FFE, IT & signage - Recommended for approval 10/20/20 Board Meeting
- 88,879 Conference Room upgrades- approved 10/6/20 Board Meeting
- 56,840 HHS programs- approved 10/6/20 Board meeting
- 560,121 Compliance with public health measures, medical expenses, PPE, and sanitation throughout county departments- Recommended for approval 10/6/20
- 500,000 Ridgeview Mobile Clinic Trailer - approved 9/15/20 Board Meeting
- 61,600 Ridgeview Call Center - approved 9/15/20 Board Meeting
- 303,341 Public Health Measures - approved 9/1/20 Board Meeting
- 100,000 Economic Support to stop digital divide for youth & families - approved 9/1/20 Board meeting
- 65,000 Virtual Public Meeting on Arboretum Transportation Plan - approved 9/1/20 Board Meeting
- 871,000 IT Projects- approved 8/18/20 Board Meeting
- 392,300 Facilities Projects - approved 8/18/20 Board Meeting
- 2,000,000 Community Development Agency economic support programs- approved 8/4/20 Board Meeting
- 596,660 Health and Human Services Division economic support programs - approved 8/4/20 Board Meeting
- 7,228,743 Unallocated - County staff are developing recommendations that will be presented at future Board meetings.
- \$12,851,792 Total CARES Act Funds

Office use only:

RBA 2020-7180

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with Alternative Business furniture, INC

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

On October 6th, 2020, Carver County Board of Commissioners approved \$75,000 of the Coronavirus Relief Fund to be used for the Space redesign within Health and Human Services area. The project focuses on creating safe and public health compliant spaces within CareerForce, HHS lobby and breezeway area between the 600 and 602 building. Unemployment rates continue to rise which increases our volume and foot traffic as people need and access public services at a higher rate. HHS is seeing a higher demand in people needing to secure employment, apply for public assistance benefits and work with us to meet their essential needs. The space redesign is driven by pandemic health data to create a hybrid service model for customers, accommodate social distancing for customers and staff, and create a safe environment for the customers and staff. The project includes purchasing of new furniture that can be easily moved around to create more open spaces and easy to clean. In addition, project includes remodeling of current cube spaces in CareerForce including moving cubes around, creating higher walls, redesigning conference room to accommodate in person and virtual services delivery, creating booth like structure within lobby, and purchasing additional furniture to create safe waiting spaces for the customers. In order to accomplished above stated goals, HHS Income Support department is in the process of entering into a contract with Alternative Business furniture, INC. The contract includes consultation, space design drawing, purchasing of cubes and furniture, delivery and installation of the products. The contract is funded with CARES act CRF dollars and has not to exceed clause of \$50,000.

ACTION REQUESTED:

The motion is to approve the contract between Health and Human Services Income Support Department and Alternative Business furniture, INC, pending County Attorney and Risk review and approval, not to exceed \$50,000. The funding is CARES Act CRF funding and has no fiscal implication on the 2020 approved department budget.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$0.00
CARES CRF	\$50,000.00
Total	\$50,000.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

CARES CRF budget of up to \$75,000 for the HHS redesign was approved at the October 6th, 2020 Board meeting (RBA-7130).

Office use only:

RBA 2020 - 7183

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with Russ Bassett to replace 911 dispatch consoles

Primary Originating Division/Dept: Sheriff

Meeting Date: 10/20/2020

Contact: Susan Bowler Title: Communications Services Mana

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The County receives an allocation of 911 fees from the State which may only be spent on statutorily allowable projects like 911 dispatch consoles. This contract is for ergonomic 911 dispatch console to replace the existing consoles that were installed in 2001. The 2001 consoles are wearing out and replacement parts are no longer available to repair critical components. The new consoles are specifically designed for mission critical operations, are able to accommodate large multiple monitor configurations, have superior cord and power management, technology mounting, and have additional safety features to prevent damage or injury. The contract is through the Houston-Galveston Area Council (H-GAC) government contract. Carver County's member ID for H-GAC is 19-8088. Requesting this be added on to keep the project moving for a timeline to be completed by the end of this year.

ACTION REQUESTED:

Motion to contract with Russ Bassett pending finalization of the contract review process.

FISCAL IMPACT: Other

If "Other", specify: Accumulated 911 Funds

FUNDING

County Dollars =	
Restricted 911 Funds	\$162,976.75
Total	\$162,976.75

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:

This project is funded through 911 Funds 50% due 30 days after product shipment 30% due after substantial installation completion 20% due after final sign-off

Office use only:

RBA 2020 - 7185

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 4 to Professional Services Agreement with SRF Consulting Group for Highway 212 Project - Dahlgren Township

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Highway 212 Project - Dahlgren Township is scheduled to start construction in late summer of 2021 pending Carver County securing the remaining funding from MnDOT. SRF Consulting Group has completed the Highway 212 Safety and Phasing Plan as well as preliminary engineering layouts for TH 212 expansion project between Chaska/Carver and Cologne. Updating the environmental documentation, acquiring right of way and preparing detailed construction plans are the next steps to completing the project. SRF was retained to update the environmental documentation and prepare construction plans and specifications. The initial work plan from SRF Consulting Group was reviewed by MnDOT and county staff and was considered acceptable at the time. This contract with SRF Consulting Group is being amended to cover costs for changed conditions that resulted in revisions to the agreed upon project scope.

ACTION REQUESTED:

Motion to approve an amendment to Contract #18-506 with SRF Consulting Group Inc. for \$311,036.00 for project scope changes for the Highway 212 Project - Dahlgren Township, pending finalization of the contract review process.

FISCAL IMPACT:
If "Other", specify:

FUNDING

County Dollars =	<input type="text" value=""/>
Transportation Sales Tax	\$311,036.00
Total	\$311,036.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7164

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 2 to Professional Services Agreement with Bolton & Menk, Inc. for the Highway 41 Project - Jonathan Area

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Shelby Sovell"/> Title: <input type="text" value="Construction Supervisor"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Carver County retained Bolton & Menk, Inc. for construction services for the Highway 41 Project - Jonathan Area between Highway 212 to just north of Highway 14 (Pioneer Trail). Bolton & Menk, Inc. and it's subconsultants provided project management, public outreach and engagement, construction engineering, construction inspection, surveying, staking, materials testing and project schedule reviews on the project.

Bolton & Menk, Inc. is requesting a second contract amendment for additional requested work to complete the project. As of October 2018, the project was substantially complete. Since that time, there have been additional work tasks and contractual situations that have added design and construction engineering scope to their contract.

Additional Tasks Include:

- Filtration & Wet Pond Coordination/Final Acceptance
- Trail Washout Repair
- Final Closeout of Contract and Project Permits
- Punch List/warranty items

These tasks have prolonged the final completion of the project and added additional cost that require an additional amendment to the original contract. The additional work to date that has been incurred by Bolton & Menk, Inc. is approximately 175 hours for design and construction administration for the items described above.

The original contract amount of \$724,236.00 as well as Amendment 1 funds in the amount of 28,995.00 have been exhausted. Bolton & Menk, Inc. has requested an additional \$26,065.00 to cover the aforementioned additional expenses.

ACTION REQUESTED:

Motion to approve amendment 2 to the Professional Services Agreement with Bolton & Menk, Inc. for \$26,065 for the Highway 41 Project - Jonathan Area, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING				
If "Other", specify: <input type="text"/>	County Dollars =				
FTE IMPACT: <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">MnDOT TED Funds</td> <td style="width: 30%; text-align: right;">\$26,065.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$26,065.00</td> </tr> </table>	MnDOT TED Funds	\$26,065.00	Total	\$26,065.00
MnDOT TED Funds	\$26,065.00				
Total	\$26,065.00				
	<input checked="" type="checkbox"/> Insert additional funding source				

Related Financial/FTE Comments:

Office use only:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 3 to Arboretum Area Transportation Plan Professional Services Agreement with Bolton and Menk, Inc

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

This contract amendment is for additional professional and technical services requested as part of the Arboretum Area Transportation Plan, a corridor traffic management, safety, and phasing plan for transportation corridors near the Arboretum in Victoria, Chanhassen, and Chaska.

Amendment 3 includes additional scope and costs for added work items including: project management; public and agency engagement activities; existing conditions, issues identification, and needs assessment work; and development of additional roadway concepts and planning level cost estimates. Original scope items not yet completed were removed as possible including additional work on pedestrian and bicycle concepts and landscaping and streetscaping concepts and recommendations. Work items in this amendment span all project study corridors including Highway 5, Highway 41, Highway 13 (Rolling Acres Road/Bavaria Road), and 82nd Street.

ACTION REQUESTED:

Motion to approve Amendment 3 to Arboretum Area Transportation Plan professional services agreement with Bolton and Menk, Inc. pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

Trans. Sales Tax	\$53,711.51
State - MnDOT	\$89,519.19
City of Victoria	\$25,065.37
City of Chaska	\$5,371.15
City of Chanhassen	\$5,371.15
Total	\$179,038.37

Insert additional funding source

Related Financial/FTE Comments:

Cost share for this amendment will be per JPAs: County (30%) - \$53,711.51; MnDOT (50%) - \$89,519.19; City of Victoria (14%) - \$25,065.37; City of Chaska (3%) - \$5,371.15; City of Chanhassen (3%) - \$5,371.15

Office use only:

RBA 2020 - 7179

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Final Acceptance and Payment to Egan Company for the Highway 212 Traffic Signal Improvements Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Highway 212 Signal Improvements Project provides modifications to 10 signal locations along Highway 212 that include the addition of flashing yellow arrow signal operators in the Cities of Chanhassen and Chaska in coordination with the Minnesota Department of Transportation (MnDOT). The flashing yellow arrow signal update will move traffic more efficiently and reduce congestion.

All construction work was completed in the 2020 construction season and final documentation has been received by Egan Company. Egan Company is requesting to finalize the contract with Carver County and release all retainage. County staff agrees and is recommending that the contract be finalized and that the outstanding work items and retainage be paid in the amount of \$15,391.45.

ACTION REQUESTED:

Motion to adopt a resolution accepting all work as complete and authorizing final payment in the amount of \$15,391.45 to Egan Company for the US 212 Signal Improvements Project.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

Regular CSAH	\$5,896.40
MnDOT COOP	\$7,691.07
City of Chanhassen	\$1,803.98
Total	\$15,391.45

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7173

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

Date: October 20, 2020

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**COUNTY BOARD ACKNOWLEDGMENT
Highway 212 Traffic Signal Improvements Project
FINAL PAYMENT**

WHEREAS, the construction of the Highway 212 Traffic Signal Improvements Project has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and on behalf of the Carver County Public Works Division.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 20th day of October, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of October, 2020.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 1 to Joint Powers Agreement with State of MN for Arboretum Area Transportation Plan

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Angie Stenson"/> Title: <input type="text" value="Senior Transportation Planner"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

This is an amendment to the Joint Powers Agreement with the Minnesota Department of Transportation for financial partnership on professional and technical services costs for the Arboretum Area Transportation Study.

This amendment includes additional scope and costs for added work items for engineering and transportation planning services including project management; public and agency engagement activities; existing conditions, issues identification, and needs assessment work; and development of additional roadway concepts and planning level cost estimates. Work items in this amendment span all study corridors including State Trunk Highways for project development: Highway 5, Highway 41, Highway 13 (Rolling Acres Road/Bavaria Road), and 82nd Street.

ACTION REQUESTED:

Motion to adopt a resolution approving Amendment 1 to MnDOT Joint Powers Agreement No. 1033453 for the Arboretum Area Transportation Plan, pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING												
If "Other", specify: <input type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$53,711.52</td> </tr> <tr> <td>State of MN</td> <td style="text-align: right;">\$89,519.20</td> </tr> <tr> <td>City of Victoria</td> <td style="text-align: right;">\$25,065.38</td> </tr> <tr> <td>City of Chanhassen</td> <td style="text-align: right;">\$5,371.15</td> </tr> <tr> <td>City of Chaska</td> <td style="text-align: right;">\$5,371.15</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$179,038.40</td> </tr> </table>	County Dollars =	\$53,711.52	State of MN	\$89,519.20	City of Victoria	\$25,065.38	City of Chanhassen	\$5,371.15	City of Chaska	\$5,371.15	Total	\$179,038.40
County Dollars =	\$53,711.52												
State of MN	\$89,519.20												
City of Victoria	\$25,065.38												
City of Chanhassen	\$5,371.15												
City of Chaska	\$5,371.15												
Total	\$179,038.40												
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source												

Related Financial/FTE Comments:
 Total amendment amount for Arboretum Area Transportation Plan is \$179,038.40. This JPA is for MnDOT agreement to pay 50% or 89,519.20. County agrees to 30% cost share and JPAs with cities are in place for 14% Victoria, 3% Chanhassen, 3% Chaska.

Office use only:

RBA 2020 - 7190

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

Date: October 20, 2020

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**AMENDMENT 1 TO JOINT POWERS AGREEMENT
WITH STATE OF MINNESOTA
FOR ARBORETUM AREA TRANSPORTATION PLAN**

WHEREAS, Carver County and the State of Minnesota, Department of Transportation (MnDOT), entered into MnDOT Agreement #1033453 for professional engineering and transportation planning services for the Arboretum Area Transportation Plan, and:

WHEREAS, the Carver County Public Works Division wishes to Amend the Joint Powers Agreement with MnDOT for the Arboretum Area Transportation Plan Contract to include additional professional and technical services for public communication; public and agency engagement; existing condition, issues identification, and needs assessment; roadway concepts and recommendations; and planning level cost estimates, and:

THEREFORE BE IT RESOLVED, that the cost to provide additional professional and technical services for the Arboretum Area Transportation Plan are approximately \$179,038.40, and the Joint Powers Agreement specifies the cost share for the State as 50 percent of this additional cost, and:

BE IT FURTHER RESOLVED, that all other terms and conditions of this contract remain in effect as per the original contract.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 20th day of _____ October _____, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 20th day of October, 2020.

Dave Hemze County Administrator

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Encore Donations - Quarter 3**

Primary Originating Division/Dept: Health & Human Services

Meeting Date: 10/20/2020

Contact: Jill Willems Title: Supervisor

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

In our third calendar quarter, Encore received a \$25 cash donation, and a donation of lap quilts with an approximate value of \$200. Both donations will be used to help our participants have a quality experience at Encore.

ACTION REQUESTED:

Approval of items received.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None**Total** \$0.00 Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7155

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Cares Act Funding - Request for approval to contract with Security and Sound Co.

Primary Originating Division/Dept: <input type="text" value="Public Services"/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Peter Henschel"/> Title: <input type="text" value="Chief Information Officer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

This contract is for professional services to purchase and install equipment to support web conferencing within the Oak Lake Conference Room underneath the Justice Center at the County Courthouse in Chaska. The Oak Lake Conference Room is part the County Emergency Operation Center (EOC). Due to the public health pandemic individuals and teams working within the EOC require web conferencing to collaborate with County policy makers, employees and partners who are working from remote locations. This request falls under the CARES Act funding of improving telework capabilities for public employees to enable compliance with COVID19 public health precautions.

IT completed a detailed assessment of the conference room technology within the Oak Lake Conference Room. While completing the assessment of the current onsite web conferencing capabilities, it became clear that the Oak Lake Conference Room does not have adequate technology to host and participate in web conferencing.

Multiple bids were obtained, and the review team chose Security and Sound Co. based on their technology proposal and competitive bid to complete the project.

ACTION REQUESTED:

Motion to contract with Security and Sound Co. as a necessary response to the COVID-19 public health emergency pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Other"/> <p style="font-size: small;">If "Other", specify: <input type="text" value="Services to be paid by CARES Act Funding"/></p>	FUNDING County Dollars = <input type="text"/> Cares Act-CRF funds <input type="text" value="\$48,588.00"/> Total <input type="text" value="\$48,588.00"/> <input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

\$48,588 will be submitted as eligible CARES Act fund expense, a CRF project form has been completed. The budget for this project has already been approved within the 10/6 Board Action.

Office use only:

RBA 2020 - 7175

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Quarterly approval for and acceptance of donations received by the Child and Family (Child Protection) Department between 7/1/20-9/30/20

Primary Originating Division/Dept: <input type="text" value="Health & Human Services - Child & Family"/>	Meeting Date: <input type="text" value="10/20/2020"/>
Contact: <input type="text" value="Clint Mack"/> Title: <input type="text" value="Child and Family Supervisor"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The HHS Child and Family Department receives periodic, random donations from both private parties and community agencies. Typically, these are items and have no budget or FTE impact for the Child and Family Department. All of these donations are used to support foster parents, support birth parents, support the children we serve, or support workers who do the child protection work. Examples of items include clothing, diapers, suitcases, or food. Personal thank you cards are sent by Child and Family staff to individual donors when their identity is known.

Per County policy, the HHS Child and Family Department is seeking approval and acceptance for the following donations received in Quarter 3, 2020. Any financial donations (cash/gift cards), if received, will not be utilized until they are accepted by the Board.

In Quarter 3, 2020, Carver Carver received 31 empty backpacks from Watertown-Mayer Elementary School to give to children we serve as needed.

ACTION REQUESTED:

Motion to approve and accept the above listed donation received by the Child and Family Department for Quarter 3, 2020.

FISCAL IMPACT: <input type="text" value="None"/>	FUNDING County Dollars = <input type="text"/>
If "Other", specify: <input type="text"/>	<input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$0.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	
Related Financial/FTE Comments:	

Office use only:

RBA 2020 - 7182

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with MEnD Correctional Care

Primary Originating Division/Dept: Sheriff

Meeting Date: 10/20/2020

Contact: Tracy Dotas Title: Assistant Jail Administrator

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

BACKGROUND/JUSTIFICATION:

The Carver County Jail would like to renew the contract with MEnD Correctional Care to provide inmate medical services. We have contracted with MEnD since 2016 and have built a professional relationship with them. They provide outstanding medical care for our inmate population, as well as mandated medication delivery and necessary training to our staff. They have also assisted on the required MN DOC and ICE inspections of the facility and operations of both the jail and juvenile detention center.

ACTION REQUESTED:

Motion to contract with MEnD for inmate medical services.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars = **\$220,574.72**

FTE IMPACT: None

Total **\$220,574.72**

Insert additional funding source

Related Financial/FTE Comments:

Monthly invoice direct to APGov

Office use only:

RBA 2020 - 7166

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Reappointment of County Assessor

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Reappointment for County Assessor is required every 4 years and needs County Board approval.

ACTION REQUESTED:

Approve reappointment of Keith Kern as County Assessor for 4 years starting January 1, 2021.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Keith Kern was appointed County Assessor to fill the remainder of Angela Johnson's four year appointment when she retired in May 2019.

Office use only:

RBA 2020 - 7191

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Semi-Annual Report to the County Health Board

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
 ▼

BACKGROUND/JUSTIFICATION:

Dr. Richard Scott, Carver County Community Health Services Administrator and Deputy Division Director for Health Services, will provide Carver County Board of Health with a Semi-Annual Update as required by MS 145A. The update will include discussion of the required Community Health Assessment and Community Health Improvement Plan process, COVIDC-19 Update and brief report of the 2020 County Health Rankings (National and State rankings from Robert Wood Johnson Foundation and US News & World Report).

ACTION REQUESTED:

Motion to convene as the Carver County Board of Health, and receive the semi-annual report of the Community Health Services Administrator.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7152

Carver County Public Health Community Health Improvement Plan 2020–2024

For the Health of All.



Healthy Carver for a Lifetime

Contents

Background 2

Introduction 3

Process and Partners 5

Community Health Assessment Data 6

Priority Issues 6

Goals and Strategies 8

Objectives, Action Steps and Output Measures 10

Outcome Measures 13

Plan Implementation 19

Background

Carver County is one of seven counties which comprise the Minneapolis-St. Paul metropolitan area. It is located on the western side of the metro, and while currently having the smallest population of the seven counties (about 106,000 residents), it is projected to be the fastest growing county over the next twenty years. The largest percentage of the population is concentrated in suburban communities on the eastern border, with the remaining residents live in ex-urban and rural communities to the west. Currently about 12% of the population are people of color, but this number has been growing and this trend is expected to accelerate with the anticipated rapid growth of the overall county population.

Every five years local public health departments in Minnesota are required to conduct a community health assessment (CHA) and develop a community health improvement plan (CHIP). The learnings acquired through the CHA inform the identification of priorities to be included in the CHIP. The process for completing a current CHA, and then developing an updated CHIP for Carver County, required 20 months of work by many engaged community members, as well as Carver County Public Health Department staff.

In the development of the 2020–2024 Carver County CHIP, a fresh approach was undertaken which first involved the completion of a very robust CHA. The CHA gathered both quantitative and qualitative information to obtain the most complete picture and understanding possible about the health issues and concerns of Carver County residents. This required us to look beyond the available morbidity, mortality, or health behavior data. We also examined the relationships, policies, community conditions, and institutional



decisions that affect people’s ability to live a healthy life – both physically and mentally.

In the public health profession, taking a closer look at these and other “social determinates of health” is becoming more commonplace, as our agencies strive to improve their success in eliminating disparities in health status and health outcomes among different population groups within the same jurisdiction. This approach has us going beyond just discovering the differences among groups of people around specific health behaviors or health risk factors. It involves attaining a better understanding of the conditions that underlie unhealthy behaviors and are therefore contributing to an increased public health risk for some. It has become very evident that Including effective interventions to address these underlying conditions within a CHIP is vital if some of the health disparities are to be eliminated.

Introduction

Each year the Robert Wood Johnson Foundation (RWJF) ranks each U.S. county from the healthiest to the least healthy within every state, based upon health status and health outcome measures. For seven consecutive years Carver County has been ranked number one in Minnesota. However, like every jurisdiction, Carver County has health disparities among its residents, as not all of them are experiencing the same opportunities to attain their optimal level of health.

Historically, public health data has consistently shown a correlation of certain factors such as household income or education levels with health status and health outcomes. Carver County ranks first in Minnesota for median household income, as well as level of educational attainment. While these are likely two factors which contribute to the county's health ranking as the highest in the state, every county resident is not attaining the same level of education or income.



Some health disparities exist as a result of health inequities. The World Health Organization (WHO) states that equity exists when there is an absence of avoidable or remediable differences among groups of people, whether these groups are defined socially, economically, demographically, or geographically. Unfortunately, the United States has well-documented, significant and persistent disparities across populations defined by social class, race, ethnicity, ability and disability, gender, age, sexual orientation, or geography. If inequities exist among people within a jurisdiction, then everyone does not have a fair and just opportunity for health and well-being. The RWJF has a vision to build a culture of health in U.S. communities that enables everyone in our diverse society to lead healthier lives, now and for generations to come.

Carver County Public Health Advisory Council Values

Respect, Authenticity, Integrity, Action

Carver County Public Health Advisory Council Vision

Carver County is a safe and welcoming place where everyone belongs, all people are supported to be healthy throughout their lifespan, and everyone contributes to building a healthy, vibrant community.

Development of the 2020–2024 Carver County CHIP, as well as completion of the CHA, was guided by a group of 33 people that comprised a Public Health Advisory Council (PHAC). The PHAC members were intentionally recruited as a diverse, multi-sectorial group from throughout the county; recognizing that (a) each sector can directly or indirectly contribute to (or detract from) an optimal level of health for Carver County residents, and (b) the successful development and implementation of a CHIP must be community driven and community owned. A list of PHAC members is on the following page.

Early in the process, the PHAC developed a set of values statements, as well as a vision statement for their work that aligns with a culture of health. These statements reflect their commitment to attaining health equity for all Carver County residents by considering the social determinants of health, as well as their recognition that *health for all* is an essential aspect for the health and vitality of communities – and is linked to where people live, learn, work, shop, and play.

Carver County shares RWJF's vision to build a culture of health.

Concurrently with the development of the CHIP, Carver County Public Health developed an updated 2020–2024 department specific Strategic Plan. In addition, the department was selected by the Minnesota Department of Health (MDH) to participate in a cohort group of local public health departments in a health equity learning community. Together, these three initiatives resulted in synergistic conversations and the inclusion of complementary health equity initiatives for Carver County in both plans for 2020–2024.

Public Health Advisory Council Members

Dr. Jonathan Larson
Lakeview Clinic

Lynn Ayers
Waconia City Council

Shane Fineran
Watertown City Administrator

Melissa Brandts
Watertown-Mayer School District

Tara Cliff
ISD 112 Student Health Services

Sarah Urtel
Ridgeview Medical Center

Deanna Clemens
Watertown Parks Commission

Barbara Brooks
Waconia Senior Center

Healthier Jarvis
Watertown Chiropractic

Greg Boe
Carver County Environmental Services

Mayan Nunow
ISD 112 parent

Virma Behnke
ISD 112 Intercultural Specialist

Khambay Sivongsay
ISD 112 Intercultural Specialist

Corey Magstadt
Launch Ministry

Miarri Kennedy
ISD 112 student

Brian Esch
Carver County HHS

Jeff Filipek
SW Chamber

Jackie Johnston
ISD 112 Community Ed.

Jennifer Hemken
Carver County Libraries

Tamara Severtson
St. Francis Medical Center

Todd Hoffman
Chanhassen Parks & Recreation

Jason Kamerud
Carver County Sherriff

Jennifer Romero
Carver County HHS

Darel Radde
Ridgeview EMD

Julie Janke
Chaska Police Department

Laura Reid
Ridgeview Medical Center

Sara Eishens
ISD 110 Student Health Services

Laura Helmer
Beacon Collaborative

Dan Turzinski
The RAK

Russel St. John
Love INC

Montserrat Sawvel
Waconia Schools

Ann Fuller
Carver County HHS

Process and Partners

Completion of the CHA and development of the CHIP by the Carver County PHAC was done by following the Mobilizing for Action through Planning and Partnerships process (MAPP), provided by the National Association of County and City Health Officials (NACCHO). This process provides a framework for conducting a community-wide strategic planning process to improve public health. It provides guidance for a community to prioritize the identified health related issues, gather and coordinate shared resources to address the priorities, and take action to improve conditions that support healthy living.

The MAPP process consists of six phases:

1. **Organize for Success/Partnership Development.**

In Carver County this involved recruitment of the PHAC membership, which met every other month for 18 months at multiple community locations across the county. A small group of five PHAC members comprised the Executive Committee of the Council, which met prior to and in preparation for each of the PHAC meetings.

2. **Visioning.** This is where the PHAC worked together to develop their values statements and a vision statement that would guide their work in conducting the CHA and developing the CHIP.

3. **MAPP Assessments.** This is where the comprehensive six-month long CHA occurred (August 2018 to February 2019), to provide a picture of the health status of the community, through the gathering of qualitative and quantitative data. In Carver County this included the following methods of information gathering.

- Community Adult Health Survey – a scientific random sample mail survey which asked about individual health conditions and behaviors, as well as perceptions about the seriousness of a long list of potential health issues. In addition to demographic measures, the data could be separated by residents of the western portion of the county compared to the eastern portion. The survey was conducted in partnership with Ridgeview Medical Center as part of their community health needs assessment.
- Opinion Survey – a convenience sample of residents across the county on their perceptions about the seriousness of an abbreviated list of potential health issues (from the community adult health survey).

- Health Equity Data Analysis (HEDA) – as part of the Carver County Public Health Department’s Statewide Health Improvement Partnership work (SHIP), focus groups were conducted to examine issues around mental health and income.

- Local Public Health System Analysis – for those working to deliver the Ten Essential Public Health Services (the Carver County Public Health Department and other local agencies), this is a self-assessment of how well these services are currently being delivered in the county.

- Forces of Change – focus groups and one-on-one interviews were conducted to hear from local people, from a variety of backgrounds and community sectors, about their perspectives on what local, regional, state, national, or international trends, factors or events are either contributing to or inhibiting optimal health for Carver County residents.

- Community Conversations – a series of three gatherings over an evening meal, with an emphasis on attracting community members whose voices are not often heard, to discuss what is contributing to or inhibiting optimal health for them or their families.

4. **Identifying Strategic Priority Issues.** Following an analysis of the CHA data, underlying themes were discovered and priorities were determined. These are the issues which the community felt must and can be addressed by them, thereby contributing to the fulfillment of the PHAC vision.

5. **Formulate Goals and Strategies.** The PHAC formulated at least one goal for each of the priority issues, and at least one strategy to be implemented to support the achievement of each goal.

6. **Action Cycle.** SMART objectives (specific, measurable, achievable, realistic, time bound) were developed for each strategy, which states the actions to be taken during the 2020–2024 CHIP timeframe, as well as how the success of these action plans will be evaluated.

Community Health Assessment Data

Five primary themes were identified across the different assessments conducted through the CHA process (see #3 above).

- **Affordability** – adequate finances available to fulfill needs, including physical and mental health care for self and family, as well as other needs that impact health like food, housing, childcare, etc.
- **Transportation** – by all modes and for many purposes, including personal vehicles, mass transit, ride share, walking and biking. The ability to have reliable and affordable options for travel to meet one’s needs for work, healthcare, shopping, recreation, and more impacts health.
- **Housing** – that meets a broad range of needs, which can change over one’s lifespan. Having safe, stable housing which both meets a person’s needs and is affordable for them, is foundational to their opportunity to be healthy.
- **Communicating** – encompassing awareness, enlightenment, and understanding. Are people and organizations knowledgeable about available resources? Have we learned about our differences and our similarities? We need consistent, connected, culturally relevant communication and resources to support health. If miscommunications are occurring, it may be a barrier to health.
- **Mental and Physical Well-being** – carrying out one’s daily activities, having fulfilling relationships, contributing, and being resilient. Opportunities to have social and physical environments that support all of these to occur, impacts our health.

Priority Issues

The PHAC reviewed the CHA result at its March 14, 2019 meeting, in preparation for the May 2nd meeting where they were to determine the 2020–2024 CHIP Priority Issues. In selecting the issues, the PHAC decided, in accordance with the MAPP process, not to identify specific health conditions as the priorities, but rather identify issues that represent underlying factors that facilitate or hinder (a) potential improvement in multiple health conditions (now or in the future) and (b) progress toward fulfillment of the PHAC’s vision. Furthermore, the PHAC utilized the following guiding principles in identifying the priority issues:

The Minnesota Department of Health developed a fresh approach for organizing the 2017 Statewide Health Assessment information into four categories. Carver County chose to use these same categories for its local CHA findings:

- **People** – describes who lives in Carver County and who will be living here in the future.
- **Opportunity** – the opportunities which people have throughout their lives.
- **Nature** – connections and interactions with the natural environment, including water, land and air.
- **Belonging** – social inclusion or exclusion, as well as community connections, throughout one’s life.

The five themes from the CHA can overlap each other – both within and across these four categories – resulting in (a) complementary opportunities that optimize health, or (b) compounding challenges that inhibit health. The full Carver County CHA report, as well as an executive summary of the report, a summary data snapshot, and specific health topic data profiles, can be accessed at <https://www.co.carver.mn.us/departments/health-human-services/public-health/about-us/community-health-assessment>

While the next required CHA is not due until early 2025, the Carver County Public Health Department will continue to monitor existing quantitative data sources regarding the health of its residents, and also implement additional qualitative health measures, to better understand and address health disparities.

- Informed by the complete set of assessment results.
- A re-statement of the themes from the assessment results, written as questions to be answered.
- Intentionally broad to allow for the development of strategic activities; as opposed to relying on the status quo, familiar, or easy activities.
- The foundation of the CHIP, while also allowing for the alignment of the CHIP with the mission and interests of the many community partners who are part of the larger local public health system.

At the May 2nd PHAC meeting, members worked in small groups to develop proposed priority issues (no more than four) which they felt should be the focus of the CHIP, to address underlying conditions that either:

- Challenge people’s health and should therefore be reduced, or
- Provide opportunities to support people’s health and should therefore be maintained or expanded

Each small group then reported to the larger group their proposed priority issues, which included duplicates being removed and those which were similar being combined. In order to obtain a final set of 3–4 CHIP priority issues, a prioritization matrix scoring technique was used. Each PHAC member provided a score based upon the following criteria (scores for any issue could range from 0 to 5).

Size: How many people are affected?	If you feel the issue affects many people = 1 If you do not feel this way = 0
Equity: Are some groups affected more?	If you feel the issue can help reduce existing inequities = 1 If you do not feel this way = 0
Seriousness: What are the consequences?	If you feel NOT addressing the issue will either result in significant consequences or missed opportunities = 1 If you do not feel this way = 0
Trends: Is it getting better or worse?	If you feel that the issue is important to address to either (a) slow a worsening trend or (b) capitalize on an improving trend = 1 If you do not feel this way = 0
Values: Does the community care about it?	If you feel that this is an issue that the community cares about = 1 If you do not feel this way = 0

Based upon the reporting of individual scores for each of the potential priority issues, an average score was calculated, resulting in the following four priority issues for the 2020–2024 Carver County CHIP:

Priority Issue 1: How do we ensure that everyone in Carver County has equitable opportunities to live and work in our communities, and feel that they belong, because of actions taken around the critical elements that create health?

- These actions include social and cultural changes to ensure a welcoming, safe, inclusive, equitable

community that creates optimal physical and mental health for all.

- Those critical elements include the social determinants of health such as housing, transportation, food, healthcare, and more.

Priority Issue 2: How can systems be improved so the entire community can easily access and utilize all the culturally responsive resources and services which promote well-being?

- The notion of improving systems to better serve the community encompasses a range of communications related issues, including greater awareness, enlightenment, and understanding among and between both people and agencies.
- The desired outcome from system improvements is to have (a) resources and services that are genuinely culturally responsive, (b) cross-agency awareness of how to facilitate seamless access and coordination of needed resources and services, and (c) a heightened level of awareness and acceptance, a deeper understanding, and a greater appreciation of both the differences and similarities which exist among the people that the agencies are working to serve.

Priority Issue 3: How can we better support children and families to reduce exposure to, and impact from, adverse and traumatic experiences?

- Do we need to change our established models of care and services, so they are better aligned to meet the needs of children who have some history of adverse experiences in their lives?
- Do we need to do the same for adults in need of our programs, resources, and services to better account for those who have had or are experiencing trauma in their lives?

Priority Issue 4: How do we identify, address, and implement policy and practice changes that affect the underlying conditions around substance use?

- Do we know and understand (a) the underlying root cause conditions that are leading people to use substances (nicotine, alcohol, illicit drugs, misuse of prescription drugs), as well as (b) the policy and practice changes which can effectively address these underlying conditions and thereby reduce use?
- Are some of the underlying conditions around substance use the same as some of the social determinants of health that are contributing to other situations of diminished physical or mental health?

While these priority issues were developed with a focus on addressing the identified health needs of Carver County residents, many of them are in alignment with the priorities of the *Healthy Minnesota Statewide Health Improvement Framework*, including (a) the opportunity to be healthy is available everywhere and for everyone,

(b) places and systems are designed for health and well-being, (c) everyone can participate in decisions that shape health and well-being. It also aligns with portions of the *National Prevention Strategy*, including (1) healthy and safe environments, and (2) elimination of health disparities.

Goals and Strategies

The PHAC met on July 11, 2019 to develop goals and strategies for each of the four identified priority issues of the CHIP. Members worked in small groups based upon their interest in each of the priority issues. Each of the small groups were given a set of draft goals and strategies as a starting point for discussion. Those that were initially developed used sources such as RWJF's *What Works for Health*. The small groups modified or replaced them as they desired, asking questions such as:

- What past action has been taken around the issue?
- Are we comfortable that if this goal is achieved, it will help answer the question raised in the issue?
- Are we comfortable that the strategy will help fulfill the goal?
- What organizations or individuals should be involved in the implementation of the strategy?

Once each small group had a set of goals and strategies for their priority issue ready for presentation to the full PHAC, this larger group reviewed what was presented for their consideration and asked these types of questions:

- What is lacking in Carver County, or may be a threat or barrier to achievement of the goal?
- What are the strengths and opportunities in Carver County to successfully implement the strategy?

The full PHAC completed the formation of goals and strategies for each of the four priority issues by asking:

- Do the words resonate and are they understandable for our community?
- Does the planned scope of work for 2020–2024 feel right to move Carver County towards fulfilling the PHAC vision?

Below are the Goals and Strategies developed by the PHAC for each of the 4 Priority Issues.

Some strategies are the same across goal areas, and sometimes even across different priority issues.

Priority Issue 1: How do we ensure that everyone in Carver County has equitable opportunities to live and work in our communities, and feel that they belong, because of actions taken around the critical elements that create health?

Goal 1.1 Make well-being a shared value by having conversations in the community about how health starts in our families; in our schools and workplaces; in our playgrounds and parks; and in the air we breathe and the water we drink.

Strategy 1.1.1 Host community conversations that welcome those who are normally left out of community decision making, with the goal of creating a sense of belonging and closing gaps across differences.

Strategy 1.1.2 Provide leadership training to organizations staff and decision makers, the business community, and other community leaders to encourage ongoing conversations around what creates well-being in the community.

Goal 1.2 Organizations will work together to meet the housing needs and services of all residents.

Strategy 1.2.1 Support local efforts around housing, especially informing, educating, and engaging the community around housing needs.

Strategy 1.2.2 Identify and support those communities that want to provide more housing opportunities.

Goal 1.3 Create relationships with the transportation sector to address the needs of the community, especially those who do not have access to personal vehicles.

Strategy 1.3.1 Support local efforts around transportation, especially those that inform, educate, and engage the population.

Priority Issue 2: How can systems be improved so the entire community can easily access and utilize all the culturally responsive resources and services which promote well-being?

Goal 2.1 Create a deeper understanding and appreciation within community organizations and businesses, for both differences and similarities, among the people they are working to serve.

Strategy 2.1.1 Provide opportunities for interactive training, education, and connections between people to improve access to resources across community organizations, which address both institutional and individual bias.

Goal 2.2 Improve cross-organization communication and collaboration to better serve the community.

Strategy 2.2.1 Establish an ongoing committee that ensures coordinated communication among providers of resources and services, focused on the intended recipients.

Goal 2.3 Ensure that resources and services created for the community are genuinely responsive to people of all cultures and languages, including the prevention and reduction of children's exposure to adverse and traumatic experiences, as well as a care delivery model that better meets the needs of children and adults with a history of these experiences.

Strategy 2.3.1 Develop and implement an approach to care delivery in organizations that recognizes, understands, and responds to all types of trauma.

Strategy 2.3.2 Consider factors of culture, health literacy, language, internet access, and media exposure when developing all forms of communication.

Strategy 2.3.3 Intentional engagement of the community to create a feedback loop that ensures that the goal is being met.

Priority Issue 3: How can we better support children and families to reduce exposure to, and impact from, adverse and traumatic experiences?

Goal 3.1 Implement measures to prevent and reduce children's exposure to adverse and traumatic experiences.

Strategy 3.1.1 Establish an ongoing committee that ensures coordinated communication among providers

of resources and services focused on the intended recipients.

Strategy 3.1.2 Develop and implement an approach to care delivery in organizations that recognizes, understands, and responds to all types of trauma.

Strategy 3.1.3 Offer training, education, and access to resources across community sectors and agencies around the social determinants of health that are associated with mental health and youth substance use.

Goal 3.2 Update established care delivery models, programs, and services so they can better meet the needs of children and adults who are experiencing, or have a history of, trauma.

Strategy 3.2.1 Develop and implement an approach to care delivery in organizations that recognizes, understands, and responds to all types of trauma.

Strategy 3.2.2 Establish an ongoing committee that ensures coordinated communication among providers of resources and services, focused on the intended recipients.

Priority Issue 4: How do we identify, address, and implement policy and practice changes that affect the underlying conditions around substance use?

Goal 4.1 Create a deeper understanding and appreciation for the underlying conditions around substance use, especially for nicotine and prescription drugs.

Strategy 4.1.1 Offer training, education, and access to resources across community sectors and agencies around the social determinants of health that are associated with mental health and youth substance use.

Goal 4.2 Adopt and implement effective policy and practice changes that address the underlying conditions of substance use.

Strategy 4.2.1 Engage in conversations to identify policy and practice changes to be made by decision makers within agencies, organizations, and institutions.

Objectives, Action Steps and Output Measures

In the next phase of the CHIP development by the PHAC, members were asked to develop at least one SMART objective for each strategy. These objectives were written in a manner that provided some specific action steps that would be taken in support of the strategy, but also to serve as an **output** measure for the evaluation portion of the CHIP. **Some of the objectives are identical for different strategies, even across priority issues or goals.** Below are the objectives for each of the strategies.

Priority Issue 1

Strategy 1.1.1

Objective 1.1.1a – By July 1, 2020 at least three organizations that are already working to bridge the gaps across differences will have been identified as those who may be able to facilitate community conversations and leverage the strength of their work for a broader impact.

Objective 1.1.1b – By January 1, 2021 at least one inclusive community conversation encouraging connectiveness and interaction will have been held in no less than six municipalities, to discuss challenges and solutions that can be addressed together.

Objective 1.1.1c – By July 1, 2021 at least three communities will provide training on issues surrounding bias and inclusiveness, which includes community leaders.

Objective 1.1.1d – By May 1, 2021 at least three community celebrations and festivals will have been intentionally planned to embrace the diversity of the community and support inclusiveness through art, music, culture, and food

Strategy 1.1.2

Objective 1.1.2a – By April 1, 2020 connections will have been made with leaders that represent the breadth of diverse cultures and needs, who can then speak with other community leaders about creating well-being for everyone.

Objective 1.1.2b – By July 1, 2020 discussions will have been initiated among community leaders to plan trainings for others around the issue of creating well-being for everyone.

Objective 1.1.2c – By January 1, 2021 at least one training session will have been conducted about what creates well-being for all in a community.

Strategy 1.2.1

Objective 1.2.1a – By February 1, 2020 members will be identified for an action committee that will work to support local efforts.

Objective 1.2.1b – By July 1, 2020 the action committee will have created clear and transparent messaging to demystify housing needs and reframe the narrative, to obtain community support around the value of fulfilling those needs.

Objective 1.2.1c – By July 1, 2020 the action committee will have prepared itself with information to respond to any opposition or obstacles to meeting the housing needs of all residents, focusing beyond just the individual in meeting those needs.

Objective 1.2.1d – By July 1, 2020 the action committee will have learned from at least three other groups about what they are doing to engage their community members, and the strengths and weaknesses of their approaches.

Objective 1.2.1e – By July 1, 2020 the action committee will have begun education in at least two communities on what is encompassed within the concept of homelessness.

Objective 1.2.1f – By July 1, 2020 the action committee will have identified at least six personal stories to aid in educating the community about housing needs, to include the human element of individuals experiencing a variety of unfulfilled housing needs.

Strategy 1.2.2

Objective 1.2.2a – By January 1, 2021 will have begun to identify the housing needs of at least three specific populations, as well as appropriate local communities that can fulfill those needs.

Objective 1.2.2b – By January 1, 2021 will have begun connecting these communities with developers who can fill the gap in providing local housing opportunities for each of the identified population groups.

Strategy 1.3.1

Objective 1.3.1a – By January 1, 2021 all appropriate Carver County department heads will have communicated with the county board of commissioners about the need for transportation access for all residents.

Objective 1.3.1b – By January 1, 2022 a countywide transportation needs study, which goes beyond roads and bridges to focus on public transportation access

and active transportation options, will be completed with results from significant community engagement, as well as collaboration among all transportation partners.

Objective 1.3.1c – By January 1, 2024 the needs study will have resulted in at least one policy, funding, or plan change at the city and county level to improve transportation access for the public.

Priority Issue 2

Strategy 2.1.1

Objective 2.1.1a – By July 1, 2020 begin to offer opportunities for members of community organizations, agencies and businesses to utilize tools which assess individual bias to increase self-awareness around issues of staff hiring, volunteer recruitment, and leadership development.

Objective 2.1.1b – By January 1, 2021 begin to offer opportunities for members of community organizations, agencies and businesses for education, training, conversation, and sharing on diversity and inclusion, to improve access to resources for all people that they strive to serve.

Objective 2.1.1c – By July 1, 2021 community organizations, agencies and businesses begin to offer resources in a more coordinated, inclusive manner, which celebrates different cultures at events such as Night to Unite, County Fair, farmers markets, community celebrations and festivals, etc.

Strategy 2.2.1

Objective 2.2.1a – By April 1, 2020 complete research on best practices for collaborative county-wide communication and compile a list of successful models.

Objective 2.2.1b – By July 1, 2020 convene a committee of resource and service provider communications staff to develop the case for why alignment of resources through cross-organization communication is important for maximizing benefits for residents, and to decide upon a recommended model for implementation.

Objective 2.2.1c – By November 1, 2020 convene community leaders to outline the resource and service needs of residents, along with how the recommended cross-organization communications model can better meet those needs, to obtain their support for implementation of the model.

Strategy 2.3.1

Objective 2.3.1a – By March 1, 2020 a work group will be formed to lead the coordination of work associated with this strategy.

Objective 2.3.1b – By January 1, 2021 at least 25% of organizations providing care will have provided training and education of staff to create a broader understanding of the concept of “trauma informed.”

Objective 2.3.1c – By January 1, 2022 research will be completed around effective models for delivery of trauma informed care, based upon the setting where services and resources are being delivered by organizations.

Objective 2.3.1d – By January 1, 2024 at least 25% of organizations providing care will have adopted at least one policy and/or procedure which is trauma informed.

Strategy 2.3.2

Objective 2.3.2a – By January 1, 2021 a countywide communications network will be established to share ideas, resources and best practices, as well as to ask questions and provide feedback with each other, in serving the different needs of our community.

Objective 2.3.2b – By January 1, 2022 the network will have identified gaps and barriers in their shared desire for effective communication with all residents, as well as solutions to these challenges.

Strategy 2.3.3

Objective 2.3.3a – By January 1, 2022 training will have been provided to at least 3 organizations on models for evaluating the responsiveness of an organization’s resources and services to the variety of community needs.

Objective 2.3.3b – By January 1, 2023 training will have been provided to at least 5 organizations on the models for evaluating the responsiveness of an organization’s resources and services, to the variety of community needs they are working to serve.

Objective 2.3.3c – By January 1, 2024 training will have been provided to at least 10 organizations on models for evaluating the responsiveness of an organization’s resources and services to the variety of community needs.

Priority Issue 3

Strategy 3.1.1

Objective 3.1.1a – By April 1, 2020 complete research on best practices for collaborative county-wide communication and compile a list of successful models.

Objective 3.1.1b – By July 1, 2020 convene a committee of resource and service provider communications staff to develop the case for why alignment of resources through cross-organization communication is important for maximizing benefits for residents, and to decide upon a recommended model for implementation.

Objective 3.1.1c – By November 1, 2020 convene community leaders to outline the resource and service needs of residents, along with how the recommended cross-organization communications model can better meet those needs, to obtain their support for implementation of the model.

Strategy 3.1.2

Objective 3.1.2a – By March 1, 2020 a work group will be formed to lead the coordination of work associated with this strategy.

Objective 3.1.2b – By January 1, 2021 at least 25% of organizations providing care will have provided training and education of staff to create a broader understanding of the concept of “trauma informed.”

Objective 3.1.2c – By January 1, 2022 research will be completed around effective models for delivery of trauma informed care, based upon the setting where services and resources are being delivered by organizations.

Objective 3.1.2d – By January 1, 2024 at least 25% of organizations providing care will have adopted at least one policy and/or procedure which is trauma informed.

Strategy 3.1.3

Objective 3.1.3a – By March 1, 2020 begin offering education for school staff and parents on the misuse of prescription drugs, as well as the use of nicotine (both tobacco and vaping products), and the potential association with social determinants of health and/or mental health.

Objective 3.1.3b – By July 1, 2020 begin facilitation of conversations with critical partners concerning a requirement for identified underage users of tobacco products and vaping devices to attend an educational diversion class.

Objective 3.1.3c – By September 1, 2020 begin to offer education for teachers, parents and students about mental health, including the availability of mental health services, resources for patients and families, and emergency holds, as well as the role and relationship of prescription drugs and other substance use.

Strategy 3.2.1

Objective 3.2.1a – By March 1, 2020 a work group will be formed to lead the coordination of work associated with this strategy.

Objective 3.2.1b – By January 1, 2021 at least 25% of organizations providing care will have provided training and education of staff to create a broader understanding of the concept of “trauma informed.”

Objective 3.2.1c – By January 1, 2022 research will be completed around effective models for delivery of trauma informed care, based upon the setting where services and resources are being delivered by organizations.

Objective 3.2.1d – By January 1, 2024 at least 25% of organizations providing care will have adopted at least one policy and/or procedure which is trauma informed.

Strategy 3.2.2

Objective 3.2.2a – By February 1, 2020 complete research on best practices for collaborative county-wide communication and compile a list of successful models.

Objective 3.2.2b – By May 1, 2020 convene a committee of resource and service provider communications staff to develop the case for why alignment of resources through cross-organization communication is important to maximize benefits for residents, and to decide upon a recommended model for implementation.

Objective 3.2.2c – By September 1, 2020 convene community leaders to outline the resource and service needs of residents, along with how the recommended cross-organization communications model can better meet those needs, to obtain their support for implementation of the model.

Priority Issue 4

Strategy 4.1.1

Objective 4.1.1a – By March 1, 2020 begin offering education for school staff and parents on the misuse of prescription drugs, as well as the use of nicotine (both tobacco and vaping products), and any association with social determinants of health and/or mental health.

Objective 4.1.1b – By July 1, 2020 begin facilitation of conversations with critical partners concerning a requirement for identified underage users of tobacco products and vaping devices to attend an educational diversion class.

Objective 4.1.1c – By September 1, 2020 begin to offer education for teachers, parents and students about mental health, including the availability of mental health services, resources for patients and families, and emergency holds, as well as the role and relationship of prescription drugs and other substance use.

Strategy 4.2.1

Objective 4.2.1a – By July 1, 2021 all government agencies that issue retail tobacco licenses will have updated their ordinances to be in alignment with federal and state laws regarding the minimum legal age

of sale for all tobacco products, electronic nicotine products and all other nicotine-containing consumer products not approved as cessation aids by the FDA.

Objective 4.2.1b – By January 1, 2022 all government agencies that issue retail tobacco licenses will have considered a ban on the sale of all flavored nicotine products, including conventional smokeless and smoked tobacco products, as well as electronic vaping products and all other nicotine-containing consumer products that are not approved as a cessation aid by the FDA.

Objective 4.2.1c – By January 1, 2023 all government agencies that issue retail tobacco licenses will have considered a ban on the sampling of all conventional tobacco products, as well as electronic vaping devices and all other nicotine-containing consumer products that are not approved as a cessation aid by the FDA, within all licensed tobacco retailer stores.

Objective 4.2.1d – By January 1, 2024 all government agencies that issue retail tobacco licenses will have considered setting limits on the number of retail tobacco licenses that will be issued by their agency.

Objective 4.2.1e – By January 1, 2022 all communities will have considered adopting a social host ordinance to hold property owners responsible for underage alcohol use.

Outcome Measures

In addition to monitoring and evaluating progress around the implementation of the CHIP through output measures at the objective level, we also explored where within the plan we might be able to have some meaningful outcome measures at the higher goal level. While the objectives are specific and therefore useful **output** measures, the goals are stated in much broader terms and therefore it was more challenging to identify meaningful **outcome** measures.

For some goals we were able to identify reasonable proxy measures to use in our evaluation of CHIP outcomes, as we had a county-wide baseline available and could obtain data on the same proxy measures in the future. If we did not have a good baseline measure for a goal area, we looked at whether we had the capacity to obtain one in 2020, which could then also be replicated in the future, and could serve as a meaningful outcome measure. Our different attempts to identify a good outcome measure were successful for five of the ten CHIP goal areas.

Most of the behavior and perception data are from adult residents. We are lacking good countywide data

on youth for most measures. The greatest potential for good youth data is the Minnesota Student Survey, which is available for implementation every three years. However, only two of the four public school districts implemented the survey across all four of the eligible grade levels in 2019; one district implemented in two grades; and one did not implement the survey in any grade. CHIP activities implemented in some of these school districts will allow for comparisons in 2022, if the same grade levels are included in the survey, but not on a countywide basis.

We anticipate conducting targeted focus group activities as another method for informing and monitoring of our CHIP implementation activities for some of the goal areas (which could involve both youth and adults); however, without a countywide baseline measure the learnings from these focus groups will not be considered as one of the CHIP outcome measures. What follows in the charts below is a description for each of the goal areas where we identified an outcome measure.

Priority Issue 1

How do we ensure that everyone in Carver County has equitable opportunities to live and work in our communities, and feel that they belong, because of actions taken around critical elements that create health?

Goal 1.1

Make well-being a shared value by having conversations in the community about how health starts in our families; in our schools and workplaces; in our playgrounds and parks; and in the air we breathe and the water we drink.

Description: When a person feels a sense of belonging and acceptance, they have warm, trusting relationships with people who care for each other’s well-being. They also feel that society is good or getting better, and that they have something to contribute. Further, they feel safe, comfortable and confident in expressing their ideas and opinions. If people feel that everyone belongs, then they might perceive that isolation and loneliness is uncommon.



Measures	Baseline Measurement	Future Measurement
	Source: Community Adult Health Survey 2018	Source: Community Adult Health Survey 2023
Item 10: During the past month, how often did you feel... that you had something to contribute to society?	Every day: 36.4%	
that you belonged to a community?	Every day: 35.2%	
that our society is a good place, or is becoming a better place for all people?	Every day: 14.8%	
that you had warm and trusting relationships with others?	Every day: 46.0%	
confident to think or express your own ideas and opinions?	Every day: 40.8%	
Item 29: How often are you in a situation where you do not feel accepted because...		
of your race, culture, religion or immigration status?	Never: 89.5%	
of your sexual orientation or gender identity?	Never: 97.6%	
Item 62: How much of a problem is this issue in your community...		
Isolation and loneliness among older adults?	Moderate–Serious: 47.1%	

Goal 1.2

Organizations will work together to meet the housing needs of all residents.

Description: When residents’ housing needs are being met, the number who are experiencing a housing cost burden is low. They do not worry about not having enough money to pay their rent, mortgage or other housing needs. Specifically, the healthcare costs they encounter do not make it difficult to afford housing (or other necessities like food or transportation). If people’s housing needs are being met in a non-burdensome way, then they might perceive that a lack of alternative housing options is uncommon.



Measures	Baseline Measurement	Future Measurement
	Source: Community Adult Health Survey 2018	Source: Community Adult Health Survey 2023
<p>Item 14: In the past 12 months, has your household had health-care costs that have made it difficult to pay other bills or afford necessities such as food, transportation or housing?</p>	Yes: 16.1%	
<p>Item 39: In the past 12 months, how often did you worry about not having enough money to pay your rent, mortgage or other housing costs?</p>	Never: 72.5%	
<p>Item 62: How much of a problem is this issue in your community... Lack of alternative housing options such as assisted living and adult foster care?</p>	Moderate–Serious: 28.5%	
	Met Council (US Census Bureau ACS 5-Year Estimate) (data updated annually)	
Percentage of renters with a cost burden greater than 30% AMI	41% (2014–2018)	

Goal 1.3

Create relationships with the transportation sector to address the needs of the community, especially those who do not have access to personal vehicles.

Description: When a person has transportation challenges it may keep them from getting to jobs, shopping, or medical appointments. They may not get the medical, dental, or mental health care services they need. The opposite may also happen, where a person's healthcare costs make it difficult for them to afford necessities such as transportation (or food or housing). If transportation needs are being met in a community, people might perceive that a lack of transportation to healthcare services, or a lack of safe places to walk or bike, are not common problems.



Measures	Baseline Measurement	Future Measurement
	Source: Community Adult Health Survey 2018	Source: Community Adult Health Survey 2023
Item 6: Why did you not get or delay getting medical care... because I had transportation problems.	1.4%	
Item 8: Why did you not get or delay getting dental care... because I had transportation problems.	0.3%	
Item 13: Why did you not get or delay getting mental health care... because I had transportation problems.	1.6%	
Item 14: In the past 12 months, has your household had health-care costs that have made it difficult to pay other bills or afford necessities such as food, transportation or housing?	Yes: 16.1%	
Item 38: In the past 12 months, how often did lack of transportation keep you from getting places where you needed to go, such as jobs, medical appointments or shopping?	Never: 90.9%	
Item 62: How much of a problem is this issue in your community... Lack of transportation to healthcare services?	Moderate–Serious: 13.6%	
Lack of safe places to walk or bike?	Moderate–Serious: 7.1%	
	Source: Metro Mobility, SW Prime and Non-Emergency Medical, Smart Link, We Cab (data available annually)	
The number of non-express service riders of mass transit Metro Mobility	10,310 (2019)	
We Cab	1,003 (2018–19)	
SmartLink	27,010 (2019)	
SW Prime	25,321 (2019)	
SW Medical	19 (Q4 2019)	

Priority Issue 2

How can systems be improved so the entire community can easily access and utilize all the culturally responsive resources and services which promote well-being?

Goal 2.1

Create a deeper understanding and appreciation within community organizations and businesses, for both differences and similarities, among the people they are working to serve.

Description: When organizations and agencies are working to serve a community with culturally responsive resources and services through easily accessible systems, people will not delay getting medical care, dental care, or mental health care because they felt nervous or afraid, out of fear of what others might think, or because they felt they would not be accepted.



Measures	Baseline Measurement	Future Measurement
	Source: Community Adult Health Survey 2018	Source: Community Adult Health Survey 2023
Item 6: Why did you not get or delay getting medical care... because I was too nervous or afraid.	10.8%	
Item 8: Why did you not get or delay getting dental care... because I was too nervous or afraid.	15.6%	
Item 13: Why did you not get or delay getting mental health care... because I was too nervous or afraid.	45.2%	
because I was worried about what others might think.	27.3%	
Item 29: How often are you in a situation where you do not feel accepted... because of your race, culture, religion or immigration status?	Never: 89.5%	
because of your sexual orientation or gender identity?	Never: 97.6%	

Priority Issue 4

How do we identify, address, and implement policy and practice changes that affect the underlying conditions around substance use?

Goal 4.1

Create a deeper understanding and appreciation for the underlying conditions around substance use, especially for nicotine and prescription drugs.

Description: About 40% of all cigarettes are smoked by those with depression, anxiety or other mental health conditions. Those who smoke reported a higher rate of having more than 7 days in a month when their mental health was not good. Treatment for mental health can also include smoking cessation services, which could lead to a reduction in the number of people who are smoking that have also been diagnosed with depression or anxiety.

Generally, smoking rates are higher among those with lower levels of income. In addition, smokers tend to have more healthcare issues, and therefore higher healthcare costs. A reduction in smoking rates could lead to a reduction in healthcare costs for smokers.



Measures	Baseline Measurement	Future Measurement
	Source: Community Adult Health Survey 2018	Source: Community Adult Health Survey 2023
Item 2: Have you ever been told by a doctor or other health professional that you had...		
Depression	37% of smokers	
Anxiety or panic attacks	34% of smokers	
Item 9: Thinking about your mental health, for how many days during the past 30 was your mental health not good...	More than 7 days: 22% of smokers	
Item 31: Do you now smoke cigarettes?	Yes: 11.2%	
Item 14: In the past 12 months has your household had health-care costs that made it difficult for you to pay other bills?	Yes: 24% of smokers	

Plan Implementation

At its November 7, 2019 meeting, the Public Health Advisory Council decided to form Goal Area Action Committees as its method for implementing the 2020–2024 Carver County CHIP. With the ten identified CHIP Goals, spread across the four Priority Issues, it is anticipated that ten action committees will be formed to implement the activities outlined under each set of respective strategies and objectives for each goal. Some action committees may be combined if appropriate, and some will have a natural need to collaborate, since they share identical strategies and objectives for different goals.

Action Committees will be comprised of interested community members around a goal area, either as individuals or as a representative of an organization or agency. We anticipate identifying someone from the community to serve as the lead/coordinator of each action committee. Each committee will have a staff liaison from the Carver County Public Health Department, and if appropriate in some cases, this person may also serve as the action committee lead.

Nearly all the Council members who were involved in the development of the CHIP have volunteered to serve on at least one of the action committees. Additional action committee members will be recruited and welcomed to join in the implementation of the CHIP at any time during the plan implementation. As they move into

Outlook for the Future

The annual county health rankings from the Robert Wood Johnson Foundation has consistently ranked Carver County as the healthiest in Minnesota. There have been many factors that have contributed to this ranking, not the least of which has been a high median income, low poverty rate, strong educational system, ample parks and recreational opportunities, and quality health care. We also know that not all of our residents have benefited from or been able to take advantage of these resources. The future health of our county will be dependent on the assurance that *all* our residents can thrive and have equitable access to resources and services that maximize their opportunities for a healthy life.

Carver County is expected to grow in population size and diversity over the next five years and beyond. Ensuring that everyone can maximize their health and wellness across their lifespan will require a concerted effort from every community sector to value and prioritize the well-being of each other. The growing diversity

implementation of the CHIP in 2020, everyone who serves on an action committee will be considered a member of the Council.

Purpose and Membership

The PHAC will serve as the communication and coordination hub for those involved in the goal area action committees to ensure a successful implementation of the CHIP. Meetings of the PHAC will be open to all active members of an action committee.

Through the PHAC, building of a community movement will continue for fulfillment of the PHAC vision: *Carver County is a safe and welcoming place where everyone belongs, all people are supported to be healthy throughout their lifespan, and everyone contributes to building a healthy, vibrant community.*

PHAC Meetings

Meetings will be held two times per year (May and November) to provide opportunities to hear about the activities and progress of each action committee, as well as to:

- Discover new opportunities for collaboration
- Obtain solutions to challenges
- Discuss any potential CHIP modifications

and size will afford us expanded opportunities for innovation, community engagement, and creative solutions to address the changing and expanding health needs of Carver County.

The Carver County CHIP was developed for the health of all. It is a thoughtful guide for eliminating inequities to physical and mental well-being. By working together on the implementation of the plan, we can ensure that (1) those who currently have what they need to be healthy will see this maintained, and (2) those who are currently experiencing challenges will experience fewer barriers and new opportunities for access and utilization of services to improved their health – no matter where they live, work, learn, pray, play or shop.

Sincerely,

Richard Scott PHN, MPH, EdD
Deputy Division Director of Health Services &
Community Health Services Administrator

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Healthy Carver for a Lifetime

Carver County Board of Commissioners Request for Board Action



Agenda Item:

COVID-19 Phase II Reopening Updates

Primary Originating Division/Dept: Administration (County)

Meeting Date: 10/20/2020

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 15 minutes

Attachments: Yes No

Presenter: Dave Hemze Title: County Administrator

Strategic Initiative:

Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

The Carver County Reopening Plan, Phase II, was last presented to the Board on July 21, 2020. While COVID-19 data and trends continue to be concerning, the following modest changes are recommended with appropriate safety protocols.

1. The Carver County Library Board met on October 13 and recommended that the Norwood Young America (NYA) library open for grab and go service and the Chanhassen, Waconia and NYA libraries offer study spaces effective November 21. Grab and go service is currently effectively offered at Chanhassen and Waconia. Grab and go allows library patrons to enter the building, browse the library shelves, and check out material. The focus of this opening is to allow individuals to access materials within the library and provide a space to study and use Wi-Fi. Computers will continue to be available. Services including programs, events, meeting room use, magazine and newspaper reading will remain unavailable.
2. Allow passports by appointment only now that the Federal Passport Agency has restarted processing passports.
3. Switch title transfers from drive-thru to by appointment only effective November 16 which is the "Go Live" date to replace MNLARS with the State's new MNDRIIVE title transfer software.
4. Allow certain Health & Human Services staff to meet with families in person or by appointment.

More detail is provide on the attached updated COVID-19 Phase II Reopening Plan. Additional reopening recommendations will be presented to the Board at a later date.

ACTION REQUESTED:

Motion to adopt the attached updated COVID-19 Phase II reopening plan.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7181



COVID-19

Reopening Carver County – Phase II

~~Adopted July 21~~ Proposed October 20, 2020

Reopening Carver County – Phase II recommendations adopted as of July 21, 2020 are attached. The main objective of the phased plan is to keep our citizens and employees safe and healthy while gradually reopening County services. Related strategies include the following.

1. All buildings remain closed to general walk-in traffic during Reopening Phase I and during the initial stages of Phase II.
2. Service by appointment is offered for certain services that cannot be completed via other methods or are difficult to complete online due to lack of an electronic solution, complexity of transaction, or customer barrier to accessing the service online.
3. Electronic processing of documents and applications, and delivery of services via virtual methods are continued and increased where possible. Methods for effective virtual service delivery are refined. Innovations are continued into the future when appropriate.
4. Physical spaces are appropriately prepared (room arrangements to support social distancing, protective barriers installed, enhanced cleaning protocols continued, etc.).
5. Employees continue to telework where effective service delivery can be provided through remote work arrangements.

Protocols related to services that are reopened will be guided by the Center for Disease Control (CDC) and Minnesota Department of Health (MDH) recommendations. Additional Phase II and Phase III recommendations will be provided to the Board later based upon health data and trends, with the goal of incrementally reopening all Carver County buildings and services.

Continuing to strategically enhance the County's ability to quickly convert to effective service delivery in the event of renewed social distancing or stay at home guidance will remain an ongoing area of focus. It is the County's goal to be prepared and responsive to current and future challenges, while maintaining employee and community health, safety, and wellbeing as top priorities.

COVID-19
Reopening Carver County –Phase II
~~Adopted August 18~~ Proposed October 20, 2020

Division	Services to Reopen	Services to Remain Closed/Other Notes
County Attorney	<u>Jury trials:</u> Jury trials have resumed for the most serious cases being prosecuted. Prosecutors and staff continue to appear in court along with defense attorneys, witnesses, and jurors. Most court hearings continue to be held remotely. We are continuing working with the courts to continue implementing appropriate safety protocols.	The County Attorney’s Office remains closed to walk-in services. The majority of employees in the County Attorney’s Office are working remotely and providing all services via available technology.
Court Administration	<ol style="list-style-type: none"> 1. <u>Jury trials:</u> See above note. 2. <u>Service counters:</u> Open by appointment only beginning Monday, June 15. Services include criminal, traffic, juvenile, CHIPS, family, civil, and probate related cases. 3. <u>Law Library:</u> Space and computer terminals open by appointment only beginning Monday, June 15. 	
Employee Relations	N/A – All services fully operational remotely	Employee Relations is fully functional remotely and completing all services via available technology. Employee Relations will continue to deliver services remotely.
Health and Human Services	<ol style="list-style-type: none"> 1. <u>CareerForce:</u> By appointment only for employment assistance and by reservation for job searches on computers. 2. <u>Accounting:</u> Receipt Child Support payments 3. <u>Adolescent Day Treatment:</u> Open two days per week (other days done thru telehealth) 4. <u>Immunization clinics:</u> By appointment only. 5. <u>Adult and Juvenile Probation:</u> By appointment only for all clients. Remote work and virtual appointments continue. 	<u>Child and Family services, Home and Community-Based Care services, and Financial Assistance:</u> All services have continued utilizing alternative communication methods during the building closure. Remote work and tele/video communication solutions will continue until further notice.

	<p>In-person supervision as needed. Post-court intake packets available at Court Services door with drop box or online for submission.</p> <ol style="list-style-type: none"> 6. <u>Prep Adventure Summer Program</u>: Operating in a scaled back half day small group version. 7. <u>Child Protection</u>: Child Protection Family Visitation by appointment only and UA's (Urinalysis) by Appointment only. 8. <u>Child Protection: Assessment workers may need to meet with families in person to assess and establish safety for children on child protection reports.</u> 9. <u>Child & Family</u>: By appointment only for the provision of services tied to a case plan with supervisor approval. Attend court as required by Judge that will include any case related planning associated with court such as transporting clients, doing UAs, and other requirements per the Court. 10. <u>Child and family: By appointment in-person home visits for foster care licensing staff to confirm home meets safety requirements for licensure.</u> 11. <u>Child Support</u>: In-person court hearings. By appointment only, meetings with residents to address barriers contributing to the wellness of the children. 	
<p>Property and Finance</p>	<ol style="list-style-type: none"> 1. <u>Property Tax, Land Records, Assessing, License Centers, and Elections & Licensing</u>: By appointment only for certain services including driver's licenses, passports, title transfers effective 11/16, County Commissioner candidate filing, land record plats, complicated property tax appeal, complicated property tax statement, delinquent property tax confession of judgements, etc. In-person absentee voting from September 18th June 26th through November 2nd August 10th at the Chaska Government Center. 2. <u>Property tax payments</u>: Can be made via a drop off box in the Government Center parking lot, a drop off box at the 	<ol style="list-style-type: none"> 1. <u>Passports</u>: Currently unable to process due to State and Federal restrictions. Open by appointment only when made available by the federal government. 2.1. <u>License Center drive through windows</u>: Open for limited services such as tab renewals, title transfers and DNR licenses. 3.2. <u>Marriage licenses</u>: Can now be provided electronically.

	Chanhassen License Center, the Chaska License Center drive-through, online payments via county website, or US mail. Property tax payments by appointment for other limited circumstances.	
Public Services	<ol style="list-style-type: none"> 1. <u>Complicated applications/permits:</u> By appointment for Veteran Services, Land Management/Environmental Services/Water Mgmt. 2. <u>Outdoor services:</u> Provide services that can be conducted outside such as AIS inspections, land management site visits, feedlot inspections, septic inspections, water management field work, etc. 3. <u>Rural recycling drop-off sites (Cologne, Mayer and NYA):</u> Open during regular hours. 4. <u>Environmental Center:</u> Open for drive through drop off. 5. <u>Libraries:</u> Starting the third week in July, libraries will start to open for “walk through” services. Chanhassen and Waconia libraries <u>opened for grab and go services.</u> <u>Open Norwood Young America for grab and go services effective November 21</u> will be the first to open for walk through and then others will open as resources allow. <u>Open Chanhassen, Waconia, and Norwood Young America for study spaces effective November 21.</u> Curbside will be offered in at least one location. Computer access will be available. Express libraries are open. Expanded online and social media-based services and programs. 6. Veterans Transportation: By appointment, provide one-on-one transportation service of Carver County veterans to and from medical appointments. Protection measures such as PPE and physical distancing of staff/riders will be enacted. Through pre-screening means, the drivers will not be able to transport those experiencing COVID-19 related symptoms. 	<ol style="list-style-type: none"> 1. <u>County Board and Advisory Committee Meetings:</u> Buildings remain closed for County Board, advisory committees, and other meetings. Board meetings are live streamed and offer email and voicemail public comments. Advisory committee meetings conducted via videoconference. 2. <u>Extension:</u> The University of Minnesota is taking the lead on when and how they open programs and services that they offer locally. Our local Extension Office remains closed for walk up services.
Public Works	<ol style="list-style-type: none"> 1. <u>Parks:</u> Parks and trails including playgrounds, restrooms and day-use picnic shelters are open and available State guidelines of (25) and (10) people have been implemented 	<u>Park amenities:</u> Large events are being considered on a case by case basis, requiring preparedness plans in additional to typical County permitting

	<p>for outdoor & indoor facilities respectfully.</p> <ol style="list-style-type: none"> 2. <u>Campgrounds</u>: Baylor campground opened on June 1 with a modified operational model. The last night of camping is Saturday October 17 3. <u>Beaches</u>: The Lake Minnewashta RP beach will continue to operate with lifeguard service through August 23. Baylor Park beach remains open and unguarded. Lake Waconia RP beach remains closed due to park construction. Labor Day will be the end of beach season. 4. <u>Parks recreation services</u>: Continues with development of new programs and service delivery models. Work continues to implement up to 25 participants into various programs (primarily water sports and archery), continue with virtual and self-guiding programming and marketing and outreach. Some seasonal instructors continue to be utilized. Early Fall programming has focus on Coney Island and further offerings at Lake Minnewashta RP with water equipment. 5. <u>Right of way negotiations</u>: One-on-one meetings with property owners occurs as necessary. Physical distancing and PPE protocols in place. 	<p>requirements and processes. Additional comment and review is conducted by Public Health.</p> <p><u>Highway Operations</u>: Continue as is with staff split in 3 locations (Cologne, Hollywood, and Chaska) with 5-6 people in each. Crews separated except on larger projects that require more than 6 people, in which case they are split into small sub-groups and practice physical distancing. Seasonal staff added.</p> <p><u>Highway Construction</u>: Continues as planned. Field crews trained in prevention of infectious disease spread in highway work zones. Portable wash stations added.</p> <p><u>Parks Maintenance</u>: As workload increases, seasonal staff are added.</p>
<p>Sheriff's Office</p>	<ol style="list-style-type: none"> 1. <u>Records requests</u>: Allowing. 2. <u>Jail visitation</u>: Allowing via WebEx, Zoom, or similar platform. Resume in-person by appointment only with video visitation encouraged. 3. <u>Permit to carry</u>: Maintain by appointment but potentially expand days/hours. 4. <u>Permit to Purchase</u>: Continue to encourage receiving by mail and added drop box in the lobby for those who choose in-person delivery. 5. <u>Volunteer-led jail programs</u>: Allowing some in-house programs (e.g., bible study) via WebEx, Zoom, or similar platform. In-person options available July 1 6. <u>In-Custody Sentences</u>: Admitting self-reports for in-custody sentences if the subject has been sentenced to 10 days or 	<p>Most Sheriff Office services have continued during suspension as they are essential.</p>

	less. 7. <u>Volunteer Support Services:</u> In-person training and operations starting July 1. 8. <u>Warrant arrests:</u> Resumed week of June 22.	
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