



Board of County Commissioners Agenda Request

6C

Agenda Item #

Requested Meeting Date: August 8, 2017

Title of Item: 2018 Appropriations

| | | |
|--|---|--|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
|--|---|--|

| | |
|---|--------------------------------------|
| Submitted by: Jessica Seibert | Department: Administration |
|---|--------------------------------------|

| | |
|---|---|
| Presenter (Name and Title): Jessica Seibert, County Administrator | Estimated Time Needed: 15 minutes |
|---|---|

Summary of Issue:
 Attached is our 2018 Aitkin County Budget Appropriations and Dues spreadsheet. Also attached are requests or information from organizations that have asked for an increase in their appropriations, are new requests, or include pertinent information. Please note the following:

1. East Central Regional Library - The dollar amount indicated for 2018 is their preliminary number, and is slightly less than 2017 appropriations. MN Dept of Education indicates the minimum amount Aitkin County owes for 2018 is \$200,398.
2. CARE - Requests an additional \$8,000 for 2018. In 2017 Aitkin County granted CARE a one-time additional \$8,000 appropriation, which brought their total 2017 appropriation to \$45,900. Their base appropriation is \$37,900. Attached for your review are their 2018 & 2017 funding requests, plus corresponding minutes for the 2017 request.
3. Support Within Reach - New request of \$1,500
4. Arrowhead Transit (AEOA Rural Rides Program) - New request of \$20,000

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$
Is this budgeted? Yes No *Please Explain:*

Aitkin County Budget Appropriations and Dues

| | 2016 | 2017 | 2018 Requests | Percent Increase | Comments | Other Agreement/ Statute |
|---|------------------|------------------|------------------|---------------------|-----------------------|--------------------------------|
| Dues | | | | | | |
| North Counties Land Use Coordinating Board (10-921) | \$2,000 | \$2,000 | \$2,000 | 0.0% | Assuming No Change | |
| MN Rural Counties Caucus (MRCC) (01-44-6844) | \$2,100 | \$2,100 | \$2,100 | 0.0% | Assuming No Change | |
| Association of MN Counties (AMC) (01-44-6845) | \$9,574 | \$9,718 | \$9,893 | 1.8% | | |
| Arrowhead Counties (01-44-6846) | \$2,750 | \$2,750 | \$2,750 | 0.0% | Assuming No Change | |
| Joint Counties Natural Resource Board | \$1,000 | \$1,000 | \$1,000 | 0.0% | Assuming No Change | |
| Joint Powers | | | | | | |
| East Central Regional Library (Dept 500-500-6801) | \$219,932 | \$225,882 | \$224,582 | -0.6% | Preliminary Number | |
| Central MN Corrections (Fund 22) (Dept 253-6823) | \$142,243 | | | | Community Corrections | |
| Sobriety Court (01-257-022-6406) | \$20,000 | | | | Community Corrections | |
| Airport-McGregor (Dept 700-903-6801) | \$13,900 | \$13,900 | \$13,900 | 0.0% | | |
| Snake River Watershed (Dept 600-552-6836) | \$10,079 | \$10,079 | \$10,079 | 0.0% | | |
| Airport-Aitkin (Dept 700-903-6800) | \$14,107 | \$14,107 | \$14,107 | 0.0% | | |
| Mississippi Headwaters Board (Dept 600-552-6847) | \$1,500 | \$1,500 | \$1,500 | 0.0% | | |
| Appropriations | | | | | | |
| Soil and Water (Dept 600-552-6801) | \$98,034 | \$98,034 | \$98,034 | 0.0% | | MS 103C |
| C.A.R.E. (Dept 500-502-6848) | \$37,900 | \$37,900 | \$37,900 | 0.0% | | |
| Historical Society (Dept 500-501-6801) | \$16,500 | \$16,500 | \$16,500 | 0.0% | | MS 138.052 |
| Historical Society Insurance (Dept 500) | \$3,000 | \$3,000 | \$3,000 | 0.0% | | MS 138.052 |
| Ag Society (Dept 600-550-6801) | \$10,000 | \$10,000 | \$10,000 | 0.0% | No Request Received | MS 38.14 |
| Ag Society Capital Improvement (Dept 600-550-6843) | \$10,000 | \$10,000 | \$10,000 | 0.0% | No Request Received | |
| Ag Society Insurance (Dept 600) | \$5,000 | \$5,000 | \$4,000 | -20.0% | | |
| Total Dues & Appropriations | \$615,519 | \$459,370 | \$461,345 | 0.4% | | |
| New Requests | | | | | | |
| CARE - Additional request for 2018 | | | \$8,000 | | | |
| Support Within Reach | | | \$1,500 | | | |
| Arrowhead Transit (AEOA Rural Rides Program) | | | \$20,000 | | | |
| With Additional Requests | | | \$490,845 | 6.9% | | |

Add'l Information

In 2017 CARE was granted a one time additional appropriation of \$8,000 for a total appropriation of \$45,900

In 2015 Arrowhead Transit received a one time appropriation of \$2,000

In 2013 Tourism Grant was reduced from \$20,000 to \$12,800

AUG 02 2017

Hi Sue –

The preliminary Aitkin County contribution to the 2018 ECRL Budget is \$224,582. The Finance committee will meet again on August 14 and the ECRL Board needs to approve the budget before I can give you an official number.

Please let me know if you need anything else,
Carla

Carla Lydon, Executive Director
East Central Regional Library (ECRL)
244 South Birch St.
Cambridge, MN 55008
763-392-0649 (direct)
763-689-7436 (fax)
<http://www.ecrlib.org> clydon@ecrlib.org



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8791 f: 651-582-8752
Jennifer.r.nelson@state.mn.us

July 2017

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2018

This is to certify the 2018 minimum level of financial support to be provided for operating expenses for public library services and to be eligible for participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for

Aitkin County

The state-certified level of library support for 2018 is: **\$200,398**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support.

For counties, the property in those portions of the county excluded for the purpose of determining the library levy and providing the minimum amount is as follows:

n/a



Maureen M. Mishler
Aitkin County CARE, Inc.
P.O. Box 212
Aitkin, MN 56431

JUL 21 2017

Ms. Jessica Seibert
Aitkin County Administration
217 Second Street NW
Aitkin, MN 56431

July 20, 2017

Dear Ms. Seibert:

I would like to take this opportunity to thank you and the Board for the support provided to Aitkin County CARE, Inc. over the past 6 years. Your continued support of services for our seniors and disabled adults is vital to the well-being of our community.

I welcome an opportunity to share with you how your support and that of this community is keeping seniors and disabled adults living safely at home as well as providing much-needed relief to caregivers.

CARE has grown from 3 programs to 15 programs over the last 6 years. This past year has been a time to stabilize the foundation of CARE's programs and services. We believe that with the careful review of our programs and services, staff training and board development that we are on solid ground and have the foundation necessary and the organizational strength to continue to serve our mission and meet the needs of the seniors, disabled adults and their caregivers going forward.

We expect there to be great challenges in the near future as we are receiving news of funding cuts and budget uncertainties; we also know that we are a strong organization that can make the decisions necessary to meet those challenges.

Enclosed you will find a description of our services, a list of Board Members and Staff, financial information, program narrative and metrics that show what we have done year-to-date.

Please contact me at 218-927-1383 or aitkincountycare@gmail.com should you have questions.

Best Regards,

Maureen M. Mishler
Executive Director



2018 Budget Appropriation Request:

Aitkin County CARE, Inc. (CARE) is respectfully requesting an appropriation from Aitkin County for \$45,900. General operating funds will account for \$37,900 and the additional \$8000 will be utilized to offset the current homemaking clients who are on the sliding fee schedule and pay less than the full rate for the first 4 hours of service. Currently, that is 24 of 49 homemaking clients; 7 clients are at the \$5.00 per hour rate, previously that number was 11. It should be noted that those who receive more than 4 hours of service pay the full rate and thus help offset the lower rate of service.

CARE and the Aitkin County seniors we serve, has benefitted from the support of the Live Well At Home grant from the Department of Human Services this last year. As of July 1st, DHS has opted to discontinue supporting homemaking services and it is unknown if it will be reinstated in the future. This has posed a challenge for CARE as the service is not yet self-sustaining, but is still essential to individuals who wish to remain in their homes. Homemaking services consist of light house cleaning, meal preparation, shopping/errands, as well as some assistance with personal care.

Over this last year, CARE has worked to balance the ratio of those who pay less than the full rate of the cost of service to those who can pay the full cost of a unit of service. The goal is to make the program sustainable while seeking support from alternative funding sources including foundations, grants and donations to supplement the operational and administrative expenses. Cost share from individuals utilizing our services has increased over the last year to the point that 30% of our client fees come from full rate hours and 21% from long term care insurance and elderly waiver.

Additional Funding Source Information:

Since its inception, CARE has managed to diversify its funding streams, including an increase of revenue from fees for service. CARE continues to receive limited Title IIIB funds that help support administrative costs of the homemaking services. We have been notified to plan on cutting our request for funds by 15% for 2018. In the past 7 months, CARE has received grants from the Otto Bremer Trust, Operation Round-up grants from Mille Lacs Energy Cooperative and Lake Country Power. Additional funds were received from a multitude of organizations, townships, social groups and individuals as well as in kind support from a variety of groups and organizations. Northland Foundation has committed to funding CARE for the next two years for capacity building and there is the possibility of additional funds. The Northland Foundation grant will begin October 1, 2017.

CARE has created Cleaning with CARE to act as a match for services. Though we have promoted and advertised our new venture, there have been no new customers. We are in the process of revamping that service to accommodate a need that is not currently being met in our community.

The Funding Request for CARE:

Mission: To enhance and promote the independence, dignity, value and well-being of older and disabled adults and those who care for them.



At CARE, we are hoping that the Board would consider adding \$8000 to the proposed allocation of \$37,900 for a total of \$45,900 for 2018. The additional \$8000 would be to cover seniors who are below the full rate of service on the sliding fee schedule. The seniors who are just above the financial threshold would possibly require additional care in an alternate setting should the services no longer be available. We believe with the extra funds we can keep many safely in their homes for a longer duration.

Mission: To enhance and promote the independence, dignity, value and well-being of older and disabled adults and those who care for them.



Maureen M. Mishler
Aitkin County CARE, Inc.
P.O. Box 212
Aitkin, MN 56431

Mr. Patrick Wussow
Aitkin County Administration
217 Second Street NW
Aitkin, MN 56431

November 15, 2016

Dear Mr. Wussow:

I would like to take this opportunity to thank you and the Board for the support provided to Aitkin County CARE, Inc. over the past 5 years. Your continued support of services for our seniors and disabled adults is vital to the well-being of our community.

I welcome an opportunity to share with you how your support and that of this community is keeping seniors and disabled adults living safely at home as well as providing much-needed relief to caregivers.

CARE has grown from 3 programs to 15 programs over the last 5 years and in the past year has experienced multiple transitions in leadership. While the lack of continuity has been challenging from a management perspective, the quality of services delivered has never suffered. We believe we are on a path to improve the foundation and the organizational strength of CARE so that we may continue to serve our mission and meet the needs of the seniors, disabled adults and their caregivers going forward.

Enclosed you will find a description of our services, a list of Board Members and Staff, financial information, program narrative and metrics that show what we have done year-to-date.

Please contact me at 218-927-1383 or aitkincountycare@gmail.com should you have questions.

Best Regards,

Maureen Mishler
Executive Director

Our Mission: To enhance and promote the independence, dignity, value, and well-being of older and disabled adults and those who care for them.



Budget Appropriation Request:

2017

Aitkin County CARE, Inc. (CARE) is respectfully requesting an appropriation from Aitkin County for \$45,900. General operating funds will account for \$37,900 and the additional \$8000 will be utilized to offset the current Homemaking Clients who are at the lowest level of the sliding scale fee schedule.

In 2014, CARE identified a need for affordable homemaking services in Aitkin County in order to help seniors stay in their homes. Homemaking services consist of light house cleaning, meal preparation, shopping/errands, as well as some assistance with bathing & personal care. CARE received a one-time grant from the Mardag Foundation that allowed the implementation of Homemaking services. The program has allowed seniors to stay in their homes and growth has been tremendous. Part of that growth has proven to be a double-edged sword. While the need for those at the lowest level of the sliding fee scale has been great, the growth has been slower to acquire those at the upper end to offset the costs.

We were operating at a deficit following the end of the grant in 2015 and the loss of a couple of high usage clients. We have since rectified the situation by increasing the match requested of our new clients and are taking a balanced approach to providing services on the sliding fee schedule so that it will be self-sustaining. Additionally, we have launched and advertised "Cleaning with CARE" as a cleaning service available to the general public to generate revenue that will offset the cost of services to our seniors. We currently have 11 seniors receiving homemaking services at the rate of \$5 an hour. The additional funds will cover those seniors for duration of their services. No new clients will be added at that rate.

In 2015, CARE expanded its programs to offer Medicare Counseling. Care Consultants received training in order to provide counseling for those persons who become Medicare eligible during the year and to assist those who want to make changes during open enrollment. In addition to individualized counseling, CARE has hosted quarterly education events for Medicare eligible persons and their families. CARE receives no funding for the Medicare Counseling as it is a voluntary program, however based on client comments; the assistance is both appreciated and needed in Aitkin County.

Financial Information:

Since its inception, CARE has managed to diversify its funding streams, including an increase of revenue from fees for service. Some grants for general operational support were not applied for and/or not received in 2015 and the first quarter of 2016. A confluence of circumstances with the transition of multiple executive directors and an absence of an executive director for approximately three months; have contributed to the CARE reserves being significantly depleted. In the past three months, additional funding is in process and grants pending.

The Funding Request for CARE:

At CARE, we are hoping that the Board would consider adding \$8000 to the proposed allocation of \$37,900 for a total of \$45,900 for 2017. The additional \$8000 would be to cover seniors who

Mission: To enhance and promote the independence, dignity, value and well-being of older and disabled adults and those who care for them.



are at the lowest levels of the sliding scale fee schedule who are not eligible for a waiver program. The seniors who are just above the financial threshold would possibly require additional care in an alternate setting should the services no longer be available. We believe with the extra funds we can keep many safely in their homes for a longer duration.

Mission: To enhance and promote the independence, dignity, value and well-being of older and disabled adults and those who care for them.

Lori Grams, Treasurer reviewed the 2016 Third Quarter Investment Report with the Board.

2016 3rd QUARTER INVESTMENT REPORT

Chuck Knandel, Jr. of the State Auditor's Office reviewed the 2015 State Audit with the Board via telephone conference.

2015 STATE AUDIT

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-1 Wedel), to approve 2017 base appropriation of \$37,900 for Aitkin County CARE, plus an additional \$8,000 for 2017 only, due to management turnover and a loss of grant application opportunities, for a total of \$45,900 for 2017.

2017 FUNDING REQUEST - CARE

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting to approve separation agreement with Thomas Burke, Health & Human Services Director, as presented.

APPROVE SEPARATION AGREEMENT

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to authorize filling the vacant Health & Human Services Director position.

AUTHORIZE FILLING HEALTH & HUMAN SERVICES DIRECTOR POSITION

Ross Wagner, Economic Development & Forest Industry Coordinator updated the Board on the Blandin Broadband Community and discussed Aitkin County Broadband Development Grant. Consensus is for this to be brought back to the Board at a future Board meeting.

BROADBAND

Ross Wagner, Economic Development & Forest Industry Coordinator discussed with the Board holding public informational meetings on a proposed new building addition. He also presented a proposal from Bruce Schwartzman, BKV Group for Initial Design Services for Aitkin County Government Facility. Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting to approve the proposal from BKV Group of \$20,800 plus reimbursables not to exceed \$1,200.

BUILDING ADDITION DISCUSSION

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve Hydroponics Study Proposal from Avolve, Lakewood CO at no cost to Aitkin County.

HYDROPONICS STUDY PROPOSALS

The Board discussed the following: ACA, Forest Advisory, Library, Park Board, CARE, Mille Lacs Band Summit, DAC, AIS, EDA, Aitkin County Water Planning Task Force, Tri-County Coalition of Mille Lacs Lake, Extension GOT VIVA, and Canvassing Board.

BOARD DISCUSSION

Break: 12:37 p.m. to 1:23 p.m.

BREAK

Support Within Reach

Sexual Violence Victim Services in Aitkin County – Funding Request

Address: 312 Minnesota Avenue, Suite 2009

Aitkin , MN 56431

Phone Number: 218-927-6226 | 1-866-747-5008

Business Office Address: 403 4th Street NW Suite 140, Bemidji, MN 56601

Phone Number: 218-444-9524

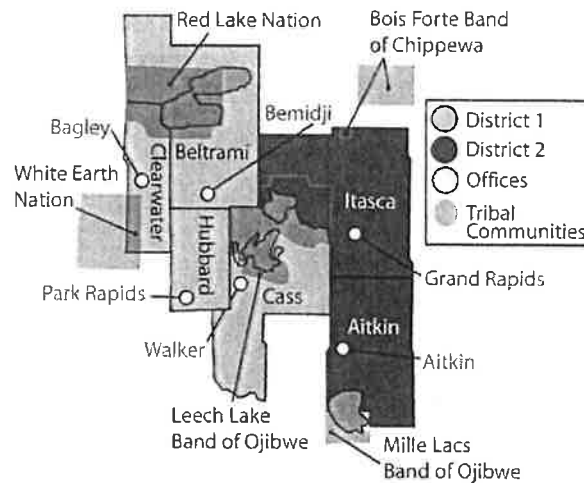
Requested Amount: \$1,500.00

AGENCY OVERVIEW

Support Within Reach (SWR) is a private, non-profit organization that was created in 1989 to serve the distinct needs of victims of sexual violence in both Itasca and Aitkin County. Our mission is to reduce the impact and harm of sexual in the communities we serve. On January 15, 2014, Support Within Reach (SWR) merged with the Sexual Assault Program of Beltrami, Cass, Clearwater and Hubbard Counties. The new organization adopted the name Support Within Reach and will continue to be a sexual violence resource and advocacy program sharing resources across the region. The newly merged organization covers a six county area including Aitkin, Beltrami, Cass, Clearwater, Hubbard, and Itasca County (see map at the bottom of this section for more information). The six county region is divided into two districts that provides service to the same service area. Each district has a headquarters (Grand Rapids and Bemidji) with the business office and administrative staff being located in Bemidji. The organization has 18 total staff which include an Executive Director that presides over the two districts, a program supervisor in each district that supervise various staff that provide programming and services. There are 4 outlying offices that are individually staffed including one in Aitkin City, Aitkin County.

SWR is governed by a volunteer board of 17 members from all across the six county service area who works to develop and set agency policy and procedure. Board members provide continuing direction for planning and operations, program evaluation, as well as related organizational activities consistent with the mission and goals of the organization. SWR's Aitkin County office has one full-time staff that assists victims. In 2016, SWR utilized a total of 5 sexual violence volunteer advocates and student interns (in the Aitkin/Itasca County area) who donated 1,546 hours for a total of \$52,915 as in-kind contribution to SWR. These volunteer advocates provide additional assistance through coverage of the after hour's crisis line and assisting in prevention and awareness efforts in the District 2 service areas.

Service Area Map:



AITKIN COUNTY OVERVIEW

Support Within Reach (SWR) seeks to enhance the quality of life for those in Aitkin County through four primary programs: 1) Victim Support & Advocacy Program, 2) Volunteer Program, 3) Coordinated Community Response, and 4) Prevention Education/Awareness Program. The term sexual violence includes a number of actions that are carried out in a manner intended to groom, control, intimidate, manipulate, humiliate, harm and silence the victim. Unfortunately, sexual violence comes in many forms, including: sexual assault/rape, incest/child sexual abuse, sexual exploitation/trafficking of youth and adults, intimate partner sexual violence, date/acquaintance rape, and alcohol/drug facilitated sexual assault, sexual harassment, bullying, and stalking.

In order to address the issues of sexual violence victimization and its impact on victims' lives, SWR has developed multiple services such as: 24-hour crisis line, crisis intervention, ongoing support and encouragement, basic awareness and education, support groups, information/referral, medical advocacy and individualized civil/criminal court advocacy and assistance. Being that SWR is the sole provider of sexual violence supportive services and prevention education programming within Aitkin County, we welcome collaborative opportunities in order to build a safety net of services for the clients and the community that we serve. Through SWR's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. SWR's Prevention Education/Awareness Program creates presentations based on the needs of the organization requesting. Typical categories of presentations are for pre-school, elementary, middle school, high school, and post-secondary school, and at risk populations such as chemical dependency, youth-at-risk, and physical disabilities.



AITKIN COUNTY OVERVIEW

Support Within Reach (SWR) seeks to enhance the quality of life for those in Aitkin County through four primary programs: 1) Victim Support & Advocacy Program, 2) Volunteer Program, 3) Coordinated Community Response, and 4) Prevention Education/Awareness Program. The term sexual violence includes a number of actions that are carried out in a manner intended to groom, control, intimidate, manipulate, humiliate, harm and silence the victim. Unfortunately, sexual violence comes in many forms, including: sexual assault/rape, incest/child sexual abuse, sexual exploitation/trafficking of youth and adults, intimate partner sexual violence, date/acquaintance rape, and alcohol/drug facilitated sexual assault, sexual harassment, bullying, and stalking.

In order to address the issues of sexual violence victimization and its impact on victims' lives, SWR has developed multiple services such as: 24-hour crisis line, crisis intervention, ongoing support and encouragement, basic awareness and education, support groups, information/referral, medical advocacy and individualized civil/criminal court advocacy and assistance. Being that SWR is the sole provider of sexual violence supportive services and prevention education programming within Aitkin County, we welcome collaborative opportunities in order to build a safety net of services for the clients and the community that we serve. Through SWR's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. SWR's Prevention Education/Awareness Program creates presentations based on the needs of the organization requesting. Typical categories of presentations are for pre-school, elementary, middle school, high school, and post-secondary school, and at risk populations such as chemical dependency, youth-at-risk, and physical disabilities.

June 22, 2017

Cynthia Bennett,
Director Health and Human Services
Aitkin County
204 2nd Street NW
Aitkin, MN 56431

Dear Ms. Bennett,

The Arrowhead Economic Opportunity Agency (AEOA), through its Rural Rides Program, has been providing work related transportation assistance to residents of Aitkin County since 2015.

In 2016 the program provided 59 Aitkin County residents with 3,897 rides. The direct price of those rides (excluding any administrative costs) was \$58,937.23. Over \$50,000 of that amount was spent to reimburse volunteer drivers. Most of those volunteer drivers were Aitkin County residents. The balance was used to purchase vouchers for bus tickets.

Aitkin County has partnered with AEOA since 2008 by providing referrals but has made no fiscal contributions to the program. Unfortunately in 2018 Rural Rides is facing a significant decrease in funding from the Minnesota Department of Transportation. To assure the continued success of this program, I am requesting a \$20,000 contribution from Aitkin County to help pay for services provided to low income workers and job seekers in Aitkin County.

Please contact me if you have any questions or require clarification.

I appreciate your consideration of this request, and your commitment to our mission.

Sincerely,

Marcia Mehle
Community Transportation Manager
Arrowhead Transit

c: Jack Larson, Transit Director AEOA