

HENNEPIN COUNTY

MINNESOTA

FINAL COMMITTEE AGENDA

BOARD OF HENNEPIN COUNTY COMMISSIONERS County Administration Committee

Tuesday, March 20, 2018
1:30 PM

Chair: Peter McLaughlin, District 4

Vice-Chair: Linda Higgins, District 2

Members: Mike Opat, District 1

Marion Greene, District 3

Debbie Goettel, District 5

Jan Callison, District 6

Jeff Johnson, District 7

1. Open Forum

When invited to the podium, please identify yourself, keep your remarks to no more than three minutes, direct comments solely to county board members, and speak respectfully. Your remarks should be limited to topics that are relevant to Hennepin County.

2. Public Hearing

- A. Public hearing for the purpose of issuing debt under the county's 2018-2022 Capital Improvement Program

3. Open Appointment Interviews

- A. **18-0068**
2018 CAB Applicants and Appointments—Minnehaha Creek Watershed District Board

4. Minutes From Previous Meeting

- A. 02/27/2018 County Administration Meeting Minutes

5. New Business

Routine Items

- A. **18-0092**
Agmts PR00000219 with Associated Financial Group, LLC and PR00000232 with Milliman, Inc. for actuarial and benefits consulting services for the operation of the employee benefit plans for Hennepin County employees and their dependents, 04/01/18-03/31/20, total combined NTE \$411,700
- B. **18-0093**
Appointment of the 2018 Hennepin County Special Board of Appeal and Equalization; authorize rate of compensation for members

Addendum

- C. **18-0115**
Amend 2018 State Legislative Platform to remove Cedar Cultural Center
- D. **18-0116**
Amend 2018 State Legislative Platform to include Children's Theater Company - offered by Commissioner Greene
- E. **18-0117**
Authorize submission of letter of interest to Vera Institute of Justice - offered by

Commissioner Greene

F. **18-0118**

Resolution supporting legislative efforts by the City of Minneapolis that seek to reverse the reduction in the lodging tax rate resulting from the dissolution of the Counties Transit Improvement Board and the imposition of an alternative county transportation tax - offered by Commissioner McLaughlin

G. **18-0119**

Resolution opposing the constitutional dedication of the motor vehicle repair parts sales tax to the highway user tax distribution fund

HENNEPIN COUNTY

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Board Action Request 18-0068

Item Description:

2018 CAB Applicants and Appointments—Minnehaha Creek Watershed District Board

Resolution:

BE IT RESOLVED, that in accordance with the Hennepin County Open Appointments Policy, the following individual(s) be appointed to the Minnehaha Creek Watershed District Board:

Background:

Consistent with County Board policy, Hennepin County has conducted an open appointment application process to fill positions on the various citizen advisory boards. The Hennepin County Board will conduct interviews for these positions on February 27, 2018 and March 20, 2018. Qualified applicants have been notified and invited to attend. At a board meeting following interviews, the County Board will take action to select from the pool of applicants to fill the available advisory board positions.

This request communicates the names of applicants for the open citizen advisory board positions and helps build the agenda for the interviews and appointments.

ATTACHMENTS:

Description	Upload Date	Type
Vacancy Report	2/21/2018	Backup Material

At Large

Positions: 6

Vacancies: 2

Applicants: 5

Outgoing members

Name	Term End	Original appt	Terms served	Resignation
Kurt Rogness	03/08/2018	04/14/2015	1	
Sherry Davis White	03/08/2018	03/13/2012	2	

Applicants

Name	District	Incumbent	Requires super majority
Brenda Everitt	3	No	No
Wesley Farrow	4	No	No
Thomas Neiman	3	No	No
Kurt Rogness	3	Yes	No
Sherry White	6	Yes	Yes

HENNEPIN COUNTY

MINNESOTA

COMMITTEE MINUTES

BOARD OF HENNEPIN COUNTY COMMISSIONERS COUNTY ADMINISTRATION COMMITTEE

TUESDAY, FEBRUARY 27, 2018
1:30 PM

Chair: Peter McLaughlin, District 4
Vice-Chair: Linda Higgins, District 2

Members: Mike Opat, District 1
Marion Greene, District 3
Debbie Goettel, District 5
Jan Callison, District 6
Jeff Johnson, District 7

Commissioner Peter McLaughlin, Chair, called the meeting of the County Administration Committee for Tuesday, February 27, 2018 to order at 1:34 PM. All Commissioners were present.

1. Open Forum

Commissioner Peter McLaughlin opened the Open Forum portion of the meeting at 1:34 PM, no persons came forth to give public comments. Commissioner Peter McLaughlin moved to close Open Forum at 1:34 PM and approved – 7 Years

2. Open Appointment Interviews

- A. **18-0068**
2018 CAB Applicants and Appointments–Minnehaha Creek Watershed District Board

The following individual interviewed for a position on Minnehaha Creek Watershed District Board:

- Thomas (Tom) Neiman

Commissioner Peter McLaughlin moved to lay over, seconded by Commissioner Linda Higgins and approved – 7 YEARS

LAID OVER

3. Minutes From Previous Meeting

- A. 02/13/2018 County Administration Meeting Minutes

APPROVED

Commissioner Linda Higgins moved to approve the Minutes from the Previous Meeting, seconded by Commissioner Mike Opat and approved - 7 Years

4. Discussion

Items for Discussion and Action

- A. **18-0069**
County Director Appointments for Public Health, Human Services Access and Case Management and Human Services Eligibility and Child Support

CONSENT

Commissioner Jeff Johnson moved to approve, seconded by Commissioner Mike Opat and approved - 7 Years

- B. **18-0070**
Contingency transfer of \$323,500 for the County-Involved Young Adult Housing and Services initiative to 2018 HSPHD budget

CONSENT

Commissioner Linda Higgins moved to approve, seconded by Commissioner Marion Greene and approved - 7 Years

5. Adjourn

There being no further business, the meeting of the County Administration Committee for Tuesday, February 27, 2018 was declared adjourned at 1:51 PM.

Yolanda C Clark
Deputy Clerk to the Board

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0092

Item Description:

Agmts PR00000219 with Associated Financial Group, LLC and PR00000232 with Milliman, Inc. for actuarial and benefits consulting services for the operation of the employee benefit plans for Hennepin County employees and their dependents, 04/01/18-03/31/20, total combined NTE \$411,700

Resolution:

BE IT RESOLVED, that Agreements PR00000219 with Associated Financial Group, LLC and PR00000232 with Milliman, Inc. for the provision of actuarial and benefit consulting services to assist with the operation of the Hennepin County employee benefit plans, during the period April 1, 2018 through March 31, 2020, with a total combined amount not to exceed \$411,700 be approved; that the Chair of the Board be authorized to sign the agreements on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

Since 1977, the county has contracted with a benefits consulting firm to provide technical assistance with the administration of its group benefit programs. Approximately every 5 years, the Human Resources Department conducts a competitive Request for Proposal (RFP) process. In December of 2017, the county issued a RFP for benefits consulting.

These agreements will permit continued access to expertise in the areas of Health Care Reform analysis, strategic planning, premium rate development, actuarial support, analysis of provider networks, and evaluation of disease management programs, risk management, legal awareness and compliance, and data storage of health plan information.

Current Request:

The following six broker/consultants responded to the county's RFP:

- Associated Financial Group/Milliman (incumbent)
- AON
- Arthur Gallagher
- CBIZ
- Deloitte
- Hays Companies

After evaluating and interviewing proposers, county administration is recommending that the contract be awarded to Associated Financial Group/Milliman. Associated Financial Group/Milliman have the requisite experience and expertise to provide these important services. The contract will be for an initial period of two years with a potential extension for an additional three years.

ATTACHMENTS:

Description	Upload Date	Type
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HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0093

Item Description:

Appointment of the 2018 Hennepin County Special Board of Appeal and Equalization; authorize rate of compensation for members

Resolution:

BE IT RESOLVED, that the 2018 Hennepin County Special Board of Appeal and Equalization be established for the purpose of examining assessments within the county; that it be composed of one member appointed by each County Commissioner; that the Chair be appointed by the Chair of the County Board; that at least one appointee be an appraiser, realtor or other person familiar with property values in Hennepin County; that there must be at least one member at each meeting who has attended, within the last four years, the appeals and equalization course developed by the Commissioner of Revenue; that at least one of the meeting days must either be a Saturday or must include a meeting that does not end before 7:00 p.m.; that the Special Board of Appeal and Equalization shall serve commencing on June 11, 2018, and as necessary thereafter until they adjourn sine die on or before the close of business on June 22, 2018, at which time the 2018 Hennepin County Special Board of Appeal and Equalization so appointed shall cease to exist; and

BE IT FURTHER RESOLVED, that members of the 2018 Hennepin County Special Board of Appeal and Equalization shall be compensated at the rate of \$140.00 for attendance at each morning, afternoon and evening session and the Chair of the Special Board of Appeal and Equalization shall be compensated at the rate of \$170.00 for attendance at each morning, afternoon and evening session that the board meets, and that all members be reimbursed for parking while attending meetings.

Background:

Minnesota Statutes §§ 274.13–.14 provide that county boards may either serve as or appoint a Special Board of Appeal and Equalization to which they delegate all of the powers and duties required for the purpose of examining the assessments of the county. At least one member of the Special Board of Appeal and Equalization must be an appraiser, realtor or other person familiar with property valuations in the county and at least one member at each meeting must have attended, within the last four years, the Appeals and Equalization Course developed by the Commissioner of Revenue. The County Auditor shall be a non-voting member, serving as the Recorder for the Special Board.

The County Board of Appeal and Equalization shall meet on any ten consecutive meeting days in June, after the second Friday in June, excluding Sunday. At least one of the meeting days must either be a Saturday or must include appointment times that extend until at least 7:00 p.m. The 2018 Special Board of Appeal and Equalization shall commence on June 11, 2018, and will meet thereafter as necessary until adjournment sine die on or before June 22, 2018. Compensation for each morning, afternoon and evening meeting attended by each board member shall be \$140.00 and shall be \$170.00 for the Chair.

Each Commissioner is requested to notify Mark Chapin, Director of Resident and Real Estate Services, and copy the Clerk to the Board **by April 24, 2018**, of his or her appointment and whether that appointee is an appraiser, realtor or other person familiar with property values in Hennepin County, and whether that appointee has attended, within the last four years, the Appeals and Equalization Course developed by the Commissioner of Revenue. Orders of the Special Board shall be published like other proceedings of the county commissioners and a copy of the published record shall be sent to the Commissioner of Revenue.

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0115

Item Description:

Amend 2018 State Legislative Platform to remove Cedar Cultural Center

Resolution:

BE IT RESOLVED, that the Hennepin County Board of Commissioners authorizes the following language be deleted from the 2018 State Legislative Platform:

- Cedar Cultural Center—\$3 million

Background:

The Hennepin County Board of Commissioners approved the 2018 State Legislative Platform on December 12, 2017. Cedar Cultural Center was included in the "Support the efforts of others" section of the 2018 State Legislative Platform with a bonding request of \$3 million. Cedar Cultural Center has subsequently withdrawn their bonding request for 2018 and are no longer seeking \$3 million in bonding appropriations this legislative session.

Current Request:

This request authorizes Intergovernmental Relations staff to remove the Cedar Cultural Center item from the 2018 State Legislative Platform.

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0116

Item Description:

Amend 2018 State Legislative Platform to include Children's Theater Company - offered by Commissioner Greene

Resolution:

BE IT RESOLVED, the Hennepin County Board of Commissioners authorizes the following language be added to the 2018 State Legislative Platform:

- Children's Theater Company—\$5 million

Background:

The Hennepin County Board of Commissioners approved the 2018 State Legislative Platform on December 12, 2017. The Children's Theater Company (CTC) is actively pursuing a \$5 million state bonding appropriation to assist with a \$10 million infrastructure renovation and refurbishment of the CTC's original 42-year-old building. The state and private investment will be used to refurbish and modernize core building infrastructure such as roof, windows, lighting, stage floor, rehearsal space and security systems. The building that houses the CTC theater is exclusively and wholly owned by Hennepin County, thereby making Hennepin County the only option to serve as the fiscal agent for this bonding request.

Current Request:

This request authorizes Intergovernmental Relations staff to include the Children's Theater Company request under the "Support the efforts of others" heading of the 2018 State Legislative Platform.

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0117

Item Description:

Authorize submission of letter of interest to Vera Institute of Justice - offered by Commissioner Greene

Resolution:

BE IT RESOLVED, that the Hennepin County Board of Commissioners authorizes the Chair to submit a letter of interest to Vera Institute for Justice detailing interest in joining their SAFE Cities Network; and

BE IT FURTHER RESOLVED, that submittal of a letter of interest does not constitute a commitment of further funding by the county.

Background:

Vera Institute of Justice's SAFE Cities Network is a group of geographically and politically diverse local jurisdictions committed to keeping communities safe and strong by protecting due process and providing legal representation to immigrants facing deportation.

For members of the SAFE Cities Network, Vera provides potential matching funds to local legal service providers doing removal defense along with infrastructure support that includes:

- Training and technical assistance for Network legal service providers
- Program performance and outcome monitoring
- Streamlined program administration
- Strategic support to jurisdictions

Current Request:

This item requests authorization to submit a letter of interest that is a requirement of the program and includes:

- why jurisdiction is interested in joining
- plan for funding removal defense
- clarify types of removal defense and eligibility requirements
- define types of support or technical assistance needed from Vera

ATTACHMENTS:

Description	Upload Date	Type
HC letter of interest	3/19/2018	Letter
VERA fact sheet	3/19/2018	Backup Material

DRAFT

March 27, 2018

Annie Chen
Program Director, SAFE Cities Network
Vera Institute of Justice
233 Broadway, 12th Floor
New York, NY 10279

Dear Ms. Chen,

Thank you for the Vera Institute of Justice's invitation to join the SAFE Cities Network. Please consider this Hennepin County's letter of interest. Hennepin County is interested in learning from other local jurisdictions committed to keeping communities safe and strong by protecting due process and providing legal representation to immigrants facing removal.

Hennepin County is a diverse regional hub with a strong and expanding economy that attracts new immigrants, and has thriving existing immigrant communities. There are 45 cities in the county, including Minneapolis. According to the United States Census Bureau, in 2015 Hennepin County's population was 1.223 million. The percentage of residents estimated to be born outside the United States was 13.4%.

In the 2018 budget, the county board identified \$250,000 to support legal defense for income-eligible county residents involved in removal proceedings. The monies currently reside in the administrative contingency budget, and are ready to be spent pending the issuance of a request for proposal (RFP). Membership in the SAFE Cities Network would greatly enhance data collection and reporting as that money is spent. Additionally, should Hennepin County secure a "catalyst" grant, local funds will stretch that much farther.

With the possible addition of \$100,000 in "catalyst" grant funds from the Vera Institute, the vision is to take the \$350,000 total and spread the money out over two years (\$175,000 in each of two years). An RFP that reflects this two-year commitment would be issued in lieu of one with the one year commitment for the lesser amount. Financial support for legal representation will be available to Hennepin County residents who qualify financially, and who are facing removal proceedings.

Hennepin County is interested in the Vera Institute's technical assistance in these ways: administration of the RFP process and funding to legal service providers; training and technical assistance for providers (as identified by the providers themselves); program performance and outcome monitoring to understand the impact of representation on family unity, economic impact and court proceedings and outcomes; and strategic support and best practices.

Attached is a list of contacts at Hennepin County for this matter. Please let me know if you have any questions.

Sincerely,

Jan Callison
Chair of the Board

Contact Information

Hennepin County
300 South 6th Street
Minneapolis, MN 55487

Marsha Unthank
Public Safety Administration
612-596-6752
Marsha.Unthank@Hennepin.us

Elie Farhat
Principal Aide, Office of Commissioner Marion Greene
612-348-7125
Elie.Farhat@Hennepin.us

Want To Keep Your City SAFE?

Frequently Asked Questions about Joining the SAFE (Safety and Fairness for Everyone) Cities Network

What is the SAFE Cities Network?

[SAFE Cities](#) is a group of 11 geographically and politically diverse local jurisdictions around the country that are committed to keeping communities safe and strong by protecting due process and providing legal representation to immigrants facing deportation.

What are the requirements for becoming a network member?

Vera requires that each jurisdiction:

- dedicate public funding to removal (deportation) defense, preferably for detained immigrants,
- aspire to a “universal representation” model, which serves all immigrants in removal proceedings,
- assign a government official or staff member to be a liaison to the network,
- support Vera’s collection of data on funded representation to support the evaluation of the project, and
- sign a Memorandum of Understanding with Vera.

What does Vera provide?

- **Potential matching funds** through a catalyst grant to a local legal services provider doing removal defense. *Please note that Vera’s remaining catalyst funding is limited and will be provided based on availability.*
- **In-kind infrastructure support, including:**
 - **Training and technical assistance for Network legal service providers** – Vera provides initial training and regular continuing education and skill-sharpening, including through peer-to-peer sharing of best practices and challenges. Vera also provides problem-solving support in managing detention facility and immigration court stakeholder relationships.
 - **Program performance and outcome monitoring** - Vera collects quantitative data from legal services providers and qualitative data from regular site visits and other contact with the sites to monitor program performance, report the progress and findings to funders, and identify important trends that may inform technical assistance and program management. With an eye toward evaluation, Vera has created a secure network database targeted at measuring the impact of representation on **family unity, economic impact, court proceedings and outcomes.**
 - **Streamlined program administration** - Vera can assist in the procurement process by running competitive RFP processes to identify qualified legal services

providers, negotiating contracts with chosen providers, and administering funding to providers based on work performed.

- ***Strategic support to jurisdictions*** – Vera can provide communications and messaging support as well as strategic guidance around securing continued funding of the program. Vera also provides a forum for government officials within the Network to share information and challenges

How can my jurisdiction be considered?

Submit a brief **Letter of Interest** detailing your jurisdiction's interest in joining the Network and proposed program model. The suggested length is 2-3 pages (not including optional attachments) and should address the following:

- 1) why your jurisdiction is interested in joining the network, including whether your jurisdiction has a large immigrant population or detention center;
- 2) how your jurisdiction will fund removal defense, whether through the use of public funds and/or public-private partnerships. Be specific as to amounts, timing and certainty of the funding, and whether there are anticipated obstacles or challenges;
- 3) indications of the city or city leader's commitment to funding counsel for immigrants;
- 4) the type(s) of removal defense legal representation that your jurisdiction is funding or intends to fund. If it is known, describe (1) who will be providing the services, and (2) what, if any, the eligibility requirements for clients will be; and
- 5) the type of support or technical assistance that your jurisdiction is interested in from Vera.

Please also include the following contact information:

- Agency/Office Name:
- Address:
- Primary Contact Name and Title:
- Primary Contact Telephone Number:
- Primary Contact Email:
- Other Related Contacts:

Please submit your Letter of Interest by e-mail to SAFEcities@vera.org with the subject line as "SAFE Cities Letter of Interest from [Name of Jurisdiction]."

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0118

Item Description:

Resolution supporting legislative efforts by the City of Minneapolis that seek to reverse the reduction in the lodging tax rate resulting from the dissolution of the Counties Transit Improvement Board and the imposition of an alternative county transportation tax - offered by Commissioner McLaughlin

WHEREAS, in 1986, the Minnesota Legislature authorized the City of Minneapolis to impose a 3% sales tax on lodging in accommodations with more than fifty rooms; and

WHEREAS, the 1986 law also limited the total tax burden on lodging in Minneapolis to 12% and in 2001 the Legislature raised the limit to 13%; and

WHEREAS, the Legislature has exempted certain special local sales taxes from the 13% limit, including the Counties Transit Improvement Board sales tax and the Ballpark Stadium Authority sales tax; and

WHEREAS, in 2017, Hennepin County terminated a county wide sales tax dedicated to the Counties Transit Improvement Board and replaced it with a county transportation tax pursuant to Minn. Stat. § 297A.993; and

WHEREAS, unlike the Counties Transit Improvement Board sales tax, state law does not exempt the transportation tax imposed under Minn. Stat. § 297A.993 from the 13% total tax burden on lodging in Minneapolis enacted in 2001; and

WHEREAS, Hennepin County's implementation of a county transportation sales tax of 0.5% inadvertently caused the City of Minneapolis' lodging tax to be reduced from 2.625% to 2.125% in October, 2017; and

WHEREAS, the most recent reduction is estimated to reduce revenues to the City of Minneapolis by \$1.6-\$1.8 million per year; therefore

Resolution:

BE IT RESOLVED, that the Hennepin County Board of Commissioners supports legislative efforts by the City of Minneapolis that seek to reverse the City's loss of lodging taxes resulting from the change in method of County taxation for transportation.

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0119

Item Description:

Resolution opposing the constitutional dedication of the motor vehicle repair parts sales tax to the highway user tax distribution fund

WHEREAS, the Hennepin County Board of Commissioners adopted the 2018 Legislative Priorities and Platform; and

WHEREAS, the platform includes supporting “a comprehensive transportation package that provides new revenue for roads, bridges and transit;” and

WHEREAS, the 2017 State Legislature approved a measure that was signed into law by the Governor that statutorily dedicates revenue derived from the sale of motor vehicle repair parts to roads, bridges and transit maintenance and projects (Minnesota Laws 2017, Chap 3, Art 3, Sec 110); and

WHEREAS, the 2018 Minnesota legislature is considering a bill to place on the ballot a constitutional amendment to dedicate any state taxes on the sale of motor vehicle repair parts exclusively to the highway user distribution fund; and

WHEREAS, the constitutional dedication of these funds reduces general fund dollars available for other important services, including funding for transit projects, county state-mandated services, and reduces the responsiveness of the state budget to changing state and local needs and to catastrophic events; and

WHEREAS, Minnesota counties provide a wide variety of state-mandated services, particularly in the areas of human services, public health and public safety, which require the allocation of adequate general fund dollars to counties; and

WHEREAS, new funding needs to be provided by the state to meet present and growing transportation and transit needs for all units of government in Minnesota; and

WHEREAS, the state should not dedicate existing general fund revenue solely for roads and bridges at the expense of all other needs;

Resolution:

BE IT RESOVLED, the Hennepin County Board of Commissioners opposes the constitutional dedication of motor vehicle repair parts sales tax to the highway user tax distribution fund.