



GOODHUE COUNTY BUDGET COMMITTEE
MINUTES
Administration Conference Room
December 12, 2006
2:00 p.m.

Present: Ted Seifert, Richard Samuelson, Carolyn Holmsten, Lisa Hanni, Scott McNurlin,
Lyle Lorensen, Karen Main, and Stacy Thuman

C/Seifert called the meeting to order.

Chemical Health Initiative. The Chemical Health Initiative (CHI) of Goodhue County is an organization dedicated to reducing substance abuse among youth. As a part of their initiative, they receive grant funding from the federal government and the State of Minnesota to assist in their mission of implementing multiple strategies across multiple sectors to prevent substance abuse. One of those strategies involves assisting law enforcement throughout Goodhue County in conducting investigations into underage drinking parties through the newly created Zero Alcohol Providers (ZAP) Task Force. The ZAP Task Force is charged with the responsibility of finding the adults responsible for procuring the alcohol for minors once the underage drinking party has been stopped. For 2006, the CHI received \$5,000 through the State of Minnesota Substance Abuse and Mental Health Administration (SAMHSA) Grant to fund overtime for law enforcement activity associated with the ZAP Task Force. Unfortunately, the Task Force only used \$4,400 of the grant and the remaining \$600 of the grant will have to be returned to the state unless it can be transferred to a law enforcement agency by December 8, 2006 to fund future ZAP operations. CHI Director, Joanne Pohl has learned from the grantees that the CHI can transfer the remaining \$600 to the Sheriff's Office provided the Sheriff's Office will be able to encumber the money over into a 2007 budget line item, such as "overtime" expenses, to fund the aforementioned ZAP Task Force activities. Therefore, staff requested the approval to encumber the remaining \$600 into our 2007 201 budget, "overtime" expenses line item.

C/Samuelson questioned if Ms. Pohl is the director of this program? S/McNurlin stated that she was. C/Samuelson commented that this program is getting great momentum in the Cannon Falls area.

The budget committee recommends to transfer the remaining \$600 into the 2007 201 budget, "overtime" expenses line item.

Vehicle Policy. Ms. Hanni reported that she along with Carol Lee, Assistant County Attorney, Melissa Cushing, HR Director, and Carolyn Holmsten, Finance Director met to review numerous vehicle policies and IRS rules governing vehicle usage and allowances.

Included in the committee packet was a DRAFT policy for vehicle usage. Highlighted areas need additional discussion. Bob Davis is looking into the following items to see what impact or suggestions MCIT has for these issues:

License/Insurance

Minimum insurance coverage for passenger hazard and public liability

The Management Team reviewed the policy on Monday, December 11, 2006. Ms. Holmsten distributed the updated draft from the Management Team meeting and Ms. Hanni reviewed the updated draft of the policy.

Overall consensus was to remove the language in reference to motor scooters and motorcycles and if the issue ever arises to deal with it at that point.

Ms. Holmsten and Ms. Hanni both indicated that they are still in the draft stage of the policy and it is needed to develop the appropriate procedures.

Ms. Hanni questioned how often would the Board of Commissioners want to establish the monthly rate, or do they want to set an escalating scale? C/Seifert stated that he felt it was something that the Board should set annually. Both commissioners agreed that it should not be on an escalator but that it should be brought to the Board annually. Ms. Holmsten suggested that at the same time the IRS mileage rate and when the fees are set the Board could also approve that the monthly vehicle reimbursement rate for a vehicle allowance. Ms. Hanni stated that they would come up with a 1 page form that outlines the benefit to the employee that could be approved each year.

Direction was given to staff to get the details figured out, the blanks filled in and a draft of the one page additional benefit draft composed and come back to the Budget Committee in January.

Commissioners stated that they appreciated all of the work put into this policy.

South Country Health Alliance. The Goodhue County Public Health Service (GCPHS) received \$108,629 from South Country Health Alliance (SCHA) in 2006. These are half of special funds provided to Goodhue County in 2006. The other half of these funds is in the Social Services budget. These special funds are a result of five north central counties purchasing membership in SCHA. The \$108,629 is in addition to funds the Goodhue County SCHA program earns to support its operations.

To implement new SCHA programs, GCPHS and the Social Services Department have hired 10 staff. It is possible additional staff will be required in the future. These individuals are housed in the basement of the public health building. Even though the 2005 remodeling of the old sheriff's building intended that no one would have to work in the basement, GCPHS has maximized use of the first floor of both buildings it currently occupies and Social Services has no unused space.

Staff requested that the Board of Health designate the \$108,629 of special funds received in 2006 for expanding public health space. Staff would provide the Board with specific

recommendations by the end of the first quarter of 2007 after the report on the feasibility of an elevator is reviewed.

Ms. Main stated that the other half of the money that was returned to Goodhue County is in the Social Services budget. She also stated that they currently have 11 people in the basement, where staff was moved out of a year ago and they would like to designate the South Country Health Alliance money to be put towards expanding space.

C/Samuelson questioned the elevator and if we are moving forward with it, Ms. Hanni indicated that at this point SEH is designing the elevator and we will be going to bid as an alternate to get pricing, at that point it will be decided whether or not it will be completed. Ms. Hanni also pointed out that we have received a professional opinion from the elevator consultant from SEH in reference to using the existing elevator and shaft, and they indicated that because of code regulations and the amount of construction that would need to be done, it would cost less build a new shaft on the front of the building. Ms. Hanni also stated that we had SEH look at the option of putting one elevator in the alley to accommodate both buildings, SEH indicated that it because of the difference in levels of floors, it will not work.

C/Seifert questioned what will happen with the old elevator shaft; Ms. Thuman stated that the demo and finishing work of the existing elevator shaft is included in the scope of work during the same project. C/Seifert stated that we should be able to remove the steps as well, and that additional office space could be added there.

C/Samuelson questioned what the money would be used for if it was not put towards the building? Ms. Main indicated that it would go into the Public Health Reserve Account.

Ms. Holmsten cautioned that these funds could be a one-time deal and we do not want to start putting the money into operating costs. C/Seifert gave some background on South Country Health Alliance and commented that it will not be a one-time deal and we will be getting money from South Country Health Alliance for years down the road and is expecting that they will be bringing in a couple hundred thousand dollars for each year down the road.

C/Seifert felt that the taxpayers should reap some of the benefits from this money, they were initially part of the investment, their tax dollars and Goodhue County should look at reducing the cost for our taxpayers and would like to see some of that money to reduce the levy. Ms. Holmsten pointed out that since we know we have the space issues, can we set this money aside until 2008. Ms. Hanni suggested that the Board designate the money for the building and there would be some seed money to start.

C/Seifert questioned how many staff is their in Public Health? Ms. Main indicated that with part time there are about 60 employees, of the 10 new employees, 6 of them are Social Services employees, housed in the Public Health Building.

C/Seifert pointed out that Greg Schoener is using his South Country Health Alliance money to come in at a zero levy request for 2007, Ms. Holmsten indicated that she is going to be meeting

with Mr. Schoener on designating welfare dollars and felt that these dollars were included. Ms. Main stated that it is premature to put the money into operations when there are space needs.

The budget committee recommends to designate the \$108,629 of special funds received in 2006 from South Country Health Alliance for expanding public health space and to be reviewed in the next year.

Ms. Holmsten stated that in 2007 staff is going to be moving towards what Goodhue County's facility needs and what potential funds are available are.

Meeting Adjourn.