

**Dakota Communications Center
Board of Directors
Special Meeting Minutes: August 20th, 2020**

Members Present: John Bergman – Apple Valley; Mike Slavik – Dakota County; Gary Hansen – Eagan; Joshua Hoyt – Farmington; Joe Balsanek – Hastings; George Tourville – Inver Grove Heights; Michelle Volk – Lakeville; Ultan Duggan – Mendota Heights; Jeff Weisensel – Rosemount; Lori Hansen – South St. Paul; Dick Vitelli – West St. Paul

Members Absent: Cara Schulz – Burnsville;

Alternates Present:

Others Present: Logan Martin – Executive Committee Chair; Matt Smith – Dakota County; Tom Folie, Cheryl Pritzlaff, Jen Hildebrandt – DCC; Jerilyn Erickson – DCC Fiscal Agent; Justin Miller - Lakeville

1. Call to Order

Recognizing a quorum, Chair Tourville (Inver Grove Heights) called the meeting to order at 8:00am

2. Pledge of Allegiance

3. Roll Call

| | | | |
|----|---------------------|------------------|-------------------|
| 1 | Apple Valley | John Bergman | Clint Hooppaw |
| | Burnsville | Cara Schulz | Dan Gustafson |
| 2 | Dakota County | Mike Slavik | MaryLiz Holberg |
| 3 | Eagan | Gary Hansen | Cyndee Fields |
| 4 | Farmington | Joshua Hoyt | Todd Larson |
| 5 | Hastings | Joe Balsanek | Mary Fasbender |
| 6 | Inver Grove Heights | George Tourville | Kara Perry |
| 7 | Lakeville | Michelle Volk | Brian Wheeler |
| 8 | Mendota Heights | Ultan Duggan | Liz Petschel |
| 9 | Rosemount | Jeff Weisensel | NA |
| 10 | South St. Paul | Lori Hansen | Tom Seaberg |
| 11 | West St. Paul | Dick Vitelli | Anthony Fernandez |

Members and staff in attendance are noted above.

4. Approve Agenda

Discussion:

No discussion.

Action: Motion by Weisensel (Rosemount) to approve the agenda as presented. Second by Hansen (Eagan). Motion passed unanimously.

CONSENT AGENDA

5. Consent Agenda – Board of Directors Chair

- a. Approve minutes from the May 21st, 2020 regular meeting**
- b. Approve June, 2020 unaudited financial reports**
- c. Approve 2021 medical insurance proposal**

Discussion:

No discussion.

Action: Motion by Hansen (Eagan) to approve the consent agenda. Second by Weisensel (Rosemount). Motion passed unanimously.

Director Duggan (Mendota Heights) joined the ZOOM meeting.

6. 2021 Operating and Capital Budget

Discussion:

Folie (DCC) reviewed the proposed 2021 Operating and Capital Budget with members of the Board. Folie informed members that at their August 5th meeting the Executive Committee recommended approval.

Director Vitelli (West St. Paul) joined the ZOOM meeting.

Hansen (Eagan) acknowledged the efforts of DCC staff and Fiscal Agent along with the workgroup stating that while he was not enthused about the slight increase in member fees, it appeared to be prudent in their review of the proposed budget. Hansen added that he was in favor of the proposed budget after having visited with his City Administrator who assured that it had been thoroughly vetted.

Action: Motion by Hansen (Eagan) to adopt the proposed 2021 Operating and Capital budget. Second by Vitelli (West St. Paul).

Further Discussion:

Slavik (Dakota County) referred to the necessity to identify efficiencies and as many cost savings efforts as possible and gave special thanks to DCC staff and members of the workgroup for their efforts in revisiting the proposed budget and working to identify all possible cost savings.

| | Vote | Ayes | Nays | |
|---------------------|-------------|-------------|-------------|------------|
| Apple Valley | Aye | 12.60% | 0 | |
| Burnsville | | 0.00% | 0 | |
| Dakota County | Aye | 6.97% | 0 | |
| Eagan | Aye | 18.00% | 0 | |
| Farmington | Aye | 4.83% | 0 | |
| Hastings | Aye | 4.08% | 0 | |
| Inver Grove Heights | Aye | 6.39% | 0 | |
| Lakeville | Aye | 11.48% | 0 | |
| Mendota Heights | | 0.00% | 0 | |
| Rosemount | Aye | 4.89% | 0 | |
| South St. Paul | Aye | 5.87% | 0 | |
| West St. Paul | Aye | 6.04% | 0 | |
| Total | | 81% | 0% | 81% |

Motion passed.

7. DCC Funding Task Force Update

Discussion:

Tourville (Inver Grove Heights) acknowledged that there had been very lively discussions related to DCC funding and thanked the Funding Task Force for vetting through many ideas.

Weisensel (Rosemount) reviewed the draft recommendation with members of the group, including the basis for support of the recommendation and other options discussed. Weisensel acknowledged participants on the task force who worked diligently to arrive at a recommendation that, in their opinion, would be most amenable to all members. Weisensel then briefly reviewed the alternatives and the findings of the task force for each on each of them.

Weisensel (Rosemount) noted that the task force considered many different options before arriving at the proposed recommendation which was to recommend the County cover all fixed operating costs. Weisensel noted that using the adopted 2021 budget numbers for reference, that amount would be approximately \$2,000,000.

Weisensel (Rosemount) acknowledged that there were some sections in the recommendation that were in parenthesis, stating that they hadn't been totally settled yet. Weisensel clarified that while the cities were looking for Dakota County to take over 100% of the fixed costs, it was not yet determined if the County Board would be amenable to 100%.

Weisensel (Rosemount) specifically addressed discussions that revolved around member fee allocations and noted that after much discussion, the recommendation was to retain the current funding formula.

Weisensel (Rosemount) thanked Dakota County personnel, DCC staff and fiscal agent, South St. Paul Police Chief, and members of the task force for their contributions to information and discussions that led to this recommendation.

Weisensel (Rosemount) referred to the next steps and explained that the expectation would be for members of the Executive Committee take the draft recommendation to their member agencies in an effort to gain support. Feedback will be collected and discussed for formal action at the September DCC Board meeting.

Slavik (Dakota County) noted that Dakota County representation on the task force would be bringing the recommendation before the County Board at their meeting the beginning of September for feedback. Slavik explained that the 2021 Operating and Capital Budget had been adopted earlier in the meeting and should be used by members for their budget considerations. Slavik acknowledged that the items in the recommendation that are still "pending discussion" may lead to additional cost savings to member 2021 budgets. Slavik thanked DCC fiscal agent for their efforts. Tourville (Inver Grove Heights) also thanked DCC fiscal agent and also Dakota County staff who helped to compile all the information for discussion by the task force.

Vitelli (West St. Paul) commented that the efforts made were a very good start. Vitelli noted that if the recommendation was where everything ended up, he was in support of it. Vitelli thanked everyone for their efforts

Tourville (Inver Grove Heights) reiterated that the DCC 2021 Operating and Capital budget had been approved earlier in the meeting and suggested members use that information to develop/finalize their individual budgets. Tourville thanked City and County Administrators and Managers for their efforts, particularly McNeill from Mendota Heights, Miller from Lakeville and Martin from Rosemount.

Slavik (Dakota County) inquired if it was necessary to take formal action to have the Executive Committee present the recommendation to their elected officials and/or send acknowledgement of efforts by the task force. Tourville (Inver Grove Heights) responded that he thought general direction would be sufficient directing feedback be brought back to the September meeting for formal action. Weisensel (Rosemount) noted that the JPA was in a unique position. Weisensel clarified that the task force and Board couldn't really force this on any member agency. Weisensel commented that was why the task force felt was the best way to proceed. Provide an update with a draft recommendation. Share with member agency officials. Collect feedback from all, which would include specific feedback from Dakota County that might help to clarify

outstanding items in the recommendation before presenting for consideration and formal recommendation at the September meeting.

Tourville (Inver Grove Heights) recapped that City and County Administrators and Managers should be directed to go back to their cities for consideration of the draft recommendation which would then be revisited formally in September with direction to modify as needed based on feedback. Tourville clarified that the recommendation is not for the County to take over 100% of expenses, but 100% of fixed costs. Tourville added that it hadn't yet been determined if the final recommendation would be for the county to take over 50% or 100% of fixed costs, or something in between.

Tourville (Inver Grove Heights) reiterated that the group needed to continue to work together to maintain the excellent 911 services currently provided.

Action: Motion by Weisensel (Rosemount) to direct members of the Executive Committee to bring the draft recommendation back to their respective member entities for common consideration in anticipation of responses and formalization at the September DCC Board meeting. Second by Slavik (Dakota County).

| | Vote | Ayes | Nays | |
|---------------------|-------------|-------------|-------------|------------|
| Apple Valley | Aye | 12.60% | 0 | |
| Burnsville | | 0.00% | 0 | |
| Dakota County | Aye | 6.97% | 0 | |
| Eagan | Aye | 18.00% | 0 | |
| Farmington | Aye | 4.83% | 0 | |
| Hastings | Aye | 4.08% | 0 | |
| Inver Grove Heights | Aye | 6.39% | 0 | |
| Lakeville | Aye | 11.48% | 0 | |
| Mendota Heights | Aye | 1.74% | 0 | |
| Rosemount | Aye | 4.89% | 0 | |
| South St. Paul | Aye | 5.87% | 0 | |
| West St. Paul | Aye | 6.04% | 0 | |
| Total | | 83% | 0% | 83% |

Motion passed unanimously

8. Executive Director Report

Discussion:

Tools available for COVID – Folie (DCC) informed members that the DCC had added a pandemic protocol card in EMD. Folie added that with the help of LOGIS, statistical information was available to member agency Fire and Police departments. Folie reviewed some of the COVID-19 reporting information available through use of the card.

FEMA – Folie (DCC) explained when COVID first started spreading in the area, a DCC employee was forced to quarantine. As a result, and the need for staffing 24/7, the DCC implemented an emergency schedule that would allow for added coverage in team environments to help avoid cross-contamination. Folie noted that the emergency schedule included up to 8 hours of overtime per employee per pay period. Folie assured that other overtime expenses decreased during the emergency schedule.

Folie noted that FEMA had a grant available for COVID-related disaster recovery. Folie clarified that if approved, 75% of expenses could be recovered federally and 25% from the State. Folie reported that the costs for March, April and May came in at approximately \$90,500 and were submitted to FEMA along with other expenses including wipes, thermometers and masks. Folie reported that while the DCC hadn't yet received formal notification, preliminary information was stating that the DCC emergency schedule was a pro-active effort to avoid COVID-19 and as such, the overtime was not eligible for reimbursement via FEMA. Folie noted that he did not agree with that and that staff would be taking efforts to dispute that finding as soon as it was made official.

Vitelli (West St. Paul) referred to CARES money that member cities were receiving and asked if the DCC had received anything directly. Folie (DCC) responded that the DCC would not receive the money directly. Martin (Executive Committee Chair) commented that discussions were underway among the Executive Committee to possibly designate a portion of member CARES dollars as DCC expense reimbursement and as such, consider splitting it among DCC member agencies. Martin noted that there would be more to come on that topic. Vitelli (West St. Paul) commented that he appreciated that effort and supports it.

Folie (DCC) reported that the DCC was still working to obtain bids from construction firms for installation of the approved video wall.

Action: No action. Update only.

ADJOURN

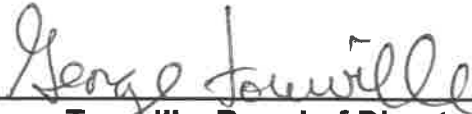
Action: Motion by Bergman (Apple Valley) to adjourn. Second by Balsanek (Hastings).
Motion passed. Meeting adjourned at 8:56am.

Next Regular Meeting:

September 17th, 2020

8:00am

Tentatively Planned as a Remote Meeting



George Tourville, Board of Directors Chair

11/12/2020



Tom Folie, Executive Director

11/12/2020

11/12/2020