



COMMITTEE OF THE WHOLE AGENDA
BOARD OF WRIGHT COUNTY COMMISSIONERS

Christine Husom District 1
Darek Vetsch District 2
Mark Daleiden District 3
Mary Wetter District 4
Michael Kaczmarek District 5

DATE: June 16, 2021

TIME: 10:30 AM

MEETING LOCATION: County Board Room & Microsoft Teams

AGENDA ITEMS

I. Continuation of American Rescue Plan Discussion

cc: County Board
Department Heads
Brian Asleson
Greg Kryzer
Administration
Frank Petitta
POST

Minutes: Angie Fisher



WRIGHT COUNTY
MINNESOTA

American Rescue Plan

State and Local Fiscal Recovery Funds

Updated June 14, 2021

Overview

This document outlines the proposed processes and uses of Wright County's American Rescue Plan – State and Local Fiscal Recovery Funds allocation. Additional information will be added to the document as details and cost estimates become available and decisions are made.

American Rescue Plan – State and Local Fiscal Recovery Funds

Wright County was allocated \$26,878,110 through the American Rescue Plan – State and Local Fiscal Recovery Funds (ARP-SLFRF). The first tranche of \$13,439,055 was received in May 2021; the remaining amount will be expected in May 2022.

Eligible uses of the funds include:

- Responding to the public health emergency
- Addressing negative economic impacts, including public sector revenue loss
- Serving the hardest hit
- Improving access to infrastructure

Ineligible uses of the funds include:

- Offset a tax cut
- Deposit in pension funds
- Bolstering rainy day reserves
- Debt service payments

ARP-SLFRF may be used to fund eligible programs and expenses incurred between March 3, 2021 and December 31, 2024.

Other Funding Opportunities under the American Rescue Plan

The American Rescue Plan includes several funding opportunities outside of the State and Local Fiscal Recovery Funds that were allocated to Wright County. Additional programs include, but are not limited to:

- Local Fiscal Recovery Funds to cities and townships
- Capital projects
- Housing
- Small business assistance
- Individual assistance
- Unemployment
- Tax changes

NACO has an interactive tool that provides a breakdown on the American Rescue Plan Funding available:

<https://www.naco.org/resources/featured/american-rescue-plan-act-funding-breakdown>

American Rescue Plan Committee

The Wright County American Rescue Plan (ARP) Committee is made of internal staff:

- Lee Kelly, County Administrator
- Lindsey Meyer, Finance Director
- Heather Lemieux, Assistant Finance Director
- Elizabeth Karels, Project Administrator
- John Holler, Communications Specialist
- Greg Kryzer, Civil Division Chief
- Ryan Kotila, Fiscal Officer

The committee will review proposed uses and evaluate eligibility, coordinate review with the County Board, and oversee the grant application and agreement process. The committee will also review expenditures and make recommendations to the County Board for approval via the County Board Consent Agenda.

Financial Procedures

The following accounts have been set-up and can be added to or deleted based on discussion.

01-099-493-0000-5449	AMERICAN RESCUE PLAN-FEDERAL GRANT
01-099-493-0000-6261	PROFESSIONAL SERVICES
01-099-493-0000-6813	SCHOOL DISTRICTS-ARP
01-099-493-0000-6814	ECONOMIC DEVELOP GRANTS-ARP
01-099-493-0000-6859	MISCELLANEOUS EXPENSES

Internal reimbursements of Wright County funds spent will be returned to Department 100 (01-100-489.5947 transfer in). This is the same procedure as was used for the CARES Funds. The General Fund is the chief operating fund of the County. If HHS administers a County Board approval of funds, the expenditures should flow through 01-099-493 to keep the administration of the grant the cleanest for grant reporting. Any agency or department participating in ARP-SLFRF may be called on for additional information upon annual audit.

County Guidelines

Temporary nature of ARP-SLFRF Funds

ARP-SLFRF may be used to fund eligible programs and expenses incurred between March 3, 2021 and December 31, 2024. Care should be taken to avoid creating new programs or add-ons to existing programs that require ongoing financial commitment. Agencies and departments proposing programs should provide information about if and how the program will be maintained after the ARP-SLFRF eligibility period has expired.

Hiring employees

The fixed duration of the funding poses challenges for hiring new employees for ARP-SLFRF programs, both for county departments and other agencies. In general, new employees should not be hired under ARP-SLFRF. If staff augmentation is needed, departments and agencies should hire a consultant or contractor to provide the proposed services. County departments may also consider using temporary employees or interns, as defined in the Wright County Personnel Policy.

Supplanting and supplementing existing programs

ARP-SLFRF cannot be used to fund programs that have already been budgeted for. In general, ARP-SLFRF should not be used to supplement existing programs unless there is detailed data showing how the pandemic has expanded the use of the program. Even so, guidance specifically uses the words “new” and “enhanced” throughout, and the County must carefully evaluate proposed programs and expenses to ensure they are meeting the eligibility requirements.

2020 Revenue Loss

Current calculations indicate that Wright County did not experience revenue loss in 2020, meaning that the county is ineligible to fund items outlined in the “lost revenue” portion of the federal guidance. Revenue loss will be calculated annually. If new guidance is issued, this will be reevaluated.

Subrecipient relationships

All subrecipient relationships should be presented to the ARP Committee for approval.

Additional Information

American Rescue Plan guidance and reference documents are on [SharePoint](#) for use by county staff and the County Board.

Process for Approving Uses of Funds

Proposals from External Agencies

1. Proposing Agency – Submit program narrative and requested funding amount to ARP Committee.
2. ARP Committee – Review request for ARP-SLFRF eligibility.
 - a. Ineligible – Notify proposing agency, recommend other ARP funding sources as applicable
 - b. Eligible – Provide proposal to County Board. Proposing Agency may support presentation.
3. County Board – Review and approve program concept and funding amount.
4. ARP Committee – Notify proposing agency of County Board decision.
5. Proposing Agency – Submit grant application.
6. ARP Committee – Review application, develop grant agreement.
7. Proposing Agency – Submit claims for reimbursement to ARP Committee
8. ARP Committee – Review claims and make recommendation to the County Board via Consent Agenda.
9. County Board – Review and approve claims.

Proposals from County Departments

1. Proposing Department – Submit program narrative or requests and funding amount to ARP Committee.
2. ARP Committee – Review request for ARP-SLFRF eligibility.
 - a. Ineligible – Notify proposing department, recommend other ARP funding sources as applicable
 - b. Eligible – Provide proposal to County Board. Proposing department will support presentation.
3. County Board – Review and approve program concept and funding amount.
4. ARP Committee – Notify proposing agency of County Board decision.
5. Proposing Department – Develop and manage program.
6. Proposing Department – Pays claims.
7. ARP Committee – Review claims and make recommendation to the County Board via Consent Agenda.
8. County Board – Review and approve claims.

Grant Agreements

Staff recommends that grant agreements from external agencies should be reimbursement type grants to ensure that the county is only funding actual costs. Additionally, grants should be written for a one-year period, so that the ARP Committee and County Board can evaluate the effectiveness of a program. If the program is deemed successful, the grant agreement can be renewed. Both external agencies and county departments will need to provide regular updates to the ARP Committee, so that the committee can submit reports to the Department of Treasury as required.

Phased Approach

Staff recommends programming the ARP-SLFRF in a phased approach. This means identifying a “group” of programs or expenses to approve and allocate funds for at one time, and then setting a regular schedule to introduce new phases of programs or expenses. This will make the ARP-SLFRF more manageable and give time for additional program development and eligibility evaluation to take place.

Community Input

Some cities and counties have taken steps in their ARP-SLFRF planning to gather community feedback on proposed programs. This additional level of input could help the County prioritize programs. Staff recommends putting information outlining public facing programs on the county's website with instructions on how to provide feedback.

Recommended Next Steps

1. Committee of the Whole finalize the programs and expenses for "Phase 1" and recommend approval on the proposed process.
2. Submit proposed program and process to the County Board for approval.
3. Set a target date to review and approve "Phase 2" programs and expenses.
4. Develop grant applications and grant agreement templates (using CARES documents as a starting point).
5. Work with IT to develop an electronic process for submitting program ideas, a webpage to share information on ARP-SLFRF, and a method for collecting community input.
6. Continue to develop detail for and evaluate proposed programs.

Summary of Proposed Uses

Education, Jobs, and Training

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Career Exploration Camp	Central Minnesota Jobs & Training	\$90,000	3 years	Gather additional information, confirm ARP-SLFRF eligibility	10
Consumer Outreach	Central Minnesota Jobs & Training	\$240,000	3 years	Resource should be a consultant or temp employee, include in "Phase 1"	11
Training / Educational Opportunities	Central Minnesota Jobs & Training	\$450,000	3 years	Gather additional information, confirm ARP-SLFRF eligibility	12
Technology Support and Training for Seniors	Senior Community Services	\$66,000	3 years	Include in "Phase 1"	13

Business and Economic Relief

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Economic Development Programs	Wright County Economic Development Partnership	\$230,000	3 years	Confirm ARP-SLFRF eligibility, Explore eligibility under other ARP funding sources	14
Business Counseling and Technical Assistance	Wright County Economic Development Partnership	\$100,000	3 years	Resource should be a consultant or temp employee, include in "Phase 1"	15
Economic Assistance for Wright County 4-H	Wright County 4-H	\$70,000	One time	Include in "Phase 1"	16

Support to Schools

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Social-Emotional Learning Resources for Schools	School Districts	\$1,500,000	3 years	Explore eligibility under other ARP sources; otherwise future phase	17
Afterschool Program	School Districts	\$1,260,000	3 years	Explore eligibility under other ARP sources; otherwise future phase	18

Families

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Childcare Retention and Expansion	TBD	\$380,000	3 years	Narrow the scope of the program to meet ARP-SLFRF eligibility.	19
Expand Emergency Assistance	Wright County HHS	\$150,000	3 years	Gather additional data or narrow scope of program.	20
Supplement Basic Sliding Fee Child Care Fund	Wright County HHS	\$450,000	3 years	Gather additional information, confirm ARP-SLFRF eligibility. Can only create or enhance program.	21
Volunteer Recruitment for Safe Families	Wright County HHS	\$75,000	2 years	Resource should be a consultant or temp employee, include in "Phase 1"	22

Mental Health

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Mental Health Outreach	Wright County HHS	\$336,000 or \$240,000	3 years	Gather additional information, confirm ARP-SLFRF eligibility for option 2.	23
Expand Funding for 24/7 Crisis Phone Line	Wright County HHS	\$158,000	2 years	Gather additional information, confirm ARP-SLFRF eligibility. Can only create or enhance program.	24
Expand Funding for Withdrawal Management/Detox	Wright County HHS	\$168,000	3 years	Gather additional information, confirm ARP-SLFRF eligibility. Can only create or enhance program.	25
Support new Behavioral Health Center	Wright County HHS	\$50,000	2 years	Gather additional information, confirm ARP-SLFRF eligibility. Can only create or enhance program.	26
Contract with 24/7 Transportation Provider	Wright County HHS	\$75,000	3 years	Narrow the scope of the program to meet ARP-SLFRF eligibility.	27

Infrastructure

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Broadband Improvements	Wright County	\$10,000,000	6 years	Include in "Phase 1"	28
Water and Sewer Grants	Wright County	\$4,000,000	6 years	Include in "Phase 1"	29

Internal County Expenses

Proposed Program	Managing Agency	Proposed Allocation	Time Frame	Staff Recommendation	Page
Pandemic Unknowns	Wright County	\$125,000	TBD	Include in "Phase 1"	30
PPE and other Supplies	Wright County	\$100,000	TBD	Include in "Phase 1"	31
Payroll for Public Health Employees	Wright County	TBD	TBD	Determine allocation and timeframe. Include in "Phase 1"	32
Administration Time	Wright County	TBD	TBD	Determine allocation. Include in "Phase 1"	33
Programmable Sign	Wright County HHS	\$25,000	One time	Gather additional information	34
Secure Scanning / Document Kiosks	Wright County HHS	\$88,000	6 years	Gather additional information, confirm ARP-SLFRF eligibility or identify other ARP funding.	35
De-escalation Training for County Staff	Wright County HHS	\$8,000	1 year	Gather additional information, confirm ARP-SLFRF eligibility	36
Community Health Needs Assessment	Wright County HHS	\$35,000	1 year	Gather additional information, confirm ARP-SLFRF eligibility	37
Customer Relationship Management System	Wright County HHS	\$700,000	6 years	Gather additional information, confirm ARP-SLFRF eligibility or identify other ARP funding.	38

Career Exploration Camp

Objective

To provide hands-on career exploration for youth focusing on high-growth, in-demand pathways that are tailored to Wright County business needs and employment gaps.

Description

The youth career exploration camp will include the following:

- Hands-on career exploration, simulation or “day-in-the-life-of” experiences
- Skill and credential trainings
- Occupational speakers
- Onsite learning at local business or employer

After the camp, participants may take part in a work-based learning experience, service-learning project and/or credentialed training.

The program will be administered by Central Minnesota Jobs and Training Services, Inc. (CMJT), and will be funded over a three-year period.

Estimated Allocation

\$90,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
-	\$30,000	\$30,000	\$30,000	-	-

Reference Information

[Request from Leslie Wojtowicz, CMJT, dated May 26, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency, including programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education. Additionally, guidance states that assistance to households facing negative economic impacts due to COVID-19 is an allowable use of funds.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Consumer Outreach

Objective

To provide a resource to find and engage individuals impacted by the COVID-19 pandemic and make the connections to either employment opportunities or appropriate training.

Description

This program will fund a resource over a three-year period. Tasks may include:

- Attend employer events to promote and explain incumbent worker training
- Provide business education opportunities
- Attend career expo events
- Develop promotional materials
- Conduct business tours for the community

The program will be administered by Central Minnesota Jobs and Training Services, Inc. (CMJT).

Estimated Allocation

\$240,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$40,000	\$80,000	\$80,000	\$40,000	-	-

Reference Information

[Request from Leslie Wojtowicz, CMJT, dated May 26, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states funds may be used to respond to the negative economic impacts of the COVID-19 public health emergency, including providing assistance to unemployed workers.

Staff Recommendation

Staff recommends confirming that the resource providing the service is either a consultant or temporary employee (as outlined on page 3 of this document); no new employee should be hired. If this is confirmed, staff recommends including this in “Phase 1”.

Training / Educational Opportunities

Objective

To provide training and scholarship opportunities to Wright County residents so that they can have the skills needed to secure sustainable employment and livable wages.

Description

The work training program will offer specific short-term training courses, held at Wright Technical Center, taught by staff from Ridgewater College and St. Cloud Technical and Community College. Programs will include:

- Construction / skilled trades
- Early childhood education
- Manufacturing
- Transportation

The program will be administered by Central Minnesota Jobs and Training Services, Inc. (CMJT) will be funded over a three-year period. CMTJ will partner with Adult Basic Education providers, Technical and Community Colleges, Central Minnesota Manufacturers Association, local employers, and other community-based organizations.

Estimated Allocation

\$450,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$75,000	\$150,000	\$150,000	\$75,000	-	-

Reference Information

[Request from Leslie Wojtowicz, CMJT, dated May 26, 2021](#)

[Higher education request from Jolene Foss, Wright County Economic Development Partnership, dated May 28th, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency, including programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education. Guidance also states that funds may be used to respond to the negative economic impacts of the COVID-19 public health emergency, including providing assistance to unemployed workers.

Staff Recommendation

Staff recommends gathering additional information about the program, to ensure that the program is structured in such a way that it meets ARP-SLFRF eligibility and county guidelines.

Technology Support and Training for Seniors

Objective

To provide resources to bridge the technological generation gap between seniors and their younger loved ones, and to reduce social isolation.

Description

This program will include the following:

- Provide technology training and ongoing tech support to seniors
- Program coordination, marketing, and recruitment of volunteers

The program will be administered by Senior Community Services and will be funded over a three-year period.

Estimated Allocation

\$66,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$11,000	\$22,000	\$22,000	\$11,000	-	-

Reference Information

[Request for Joe Kaul, Senior Community Services, dated June 4, 2021](#)

[Additional information from Joe Kaul, Senior Community Services, dated June 4, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency. Digital literacy assistance is also an eligible use under the federal guidance. Additionally, federal guidance states that the funds may be used to address the negative economic impacts caused by the public health emergency, including assistance to nonprofits.

Staff Recommendation

Staff recommends including this program in “Phase 1”.

Economic Development Programs

Objective

To provide economic development programming that will address negative economic impacts caused by the COVID-19 public health emergency.

Description

Offerings under this program may include:

- Grants for qualifying startups, expansions, relocations
- Micro lending to specific populations (woman owned, minority owned, veteran owned, individuals who are differently abled, etc.)
- Business Incubator Program for downtown vacancies
- 9-member district school outreach to educate Wright County students about employment opportunities
- Administration of programs

The program will be administered by Wright County Economic Development Partnership (WCEDP) and will be funded over a three-year period.

Estimated Allocation

\$230,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$38,000	\$77,000	\$77,000	\$38,000	-	-

Reference Information

[Economic development request from Jolene Foss, Wright County Economic Development Partnership, dated May 28th, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to address the negative economic impacts caused by the public health emergency, including providing assistance to small businesses.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document. Staff also recommends investigating other ARP funding sources.

Business Counseling and Technical Assistance

Objective

To provide technical assistance to business owners, cities in application for funds.

Description

This program will fund a resource to provide business counseling and assistance over a three-year period. The program will be administered by Wright County Economic Development Partnership (WCEDP).

Estimated Allocation

\$100,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$17,000	\$33,000	\$33,000	\$17,000	-	-

Reference Information

[Economic development request from Jolene Foss, Wright County Economic Development Partnership, dated May 28th, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states funds may be used to respond to the negative economic impacts of the COVID-19 public health emergency, including providing assistance to small businesses.

Staff Recommendation

Staff recommends confirming that the resource providing the service is either a consultant or temporary employee (as outlined on page 3 of this document); no new employee should be hired. If this is confirmed, staff recommends including this in “Phase 1”.

Economic Assistance for Wright County 4-H

Objective

To provide economic assistance to Wright County 4-H.

Description

Wright County 4-H suffered revenue loss due in 2020 and 2021. This nonprofit organization requested a grant payment to address the financial challenges caused by the pandemic.

Estimated Allocation

\$70,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$70,000	-	-	-	-	-

Reference Information

[Request from Liam Barnes, dated June 2, 2021](#)

[Additional information from Liam Barnes, dated June 3, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to address the negative economic impacts caused by the public health emergency, including assistance to nonprofits.

Staff Recommendation

Since this is a one-time allocation with a limited scope that clearly meets eligibility under the federal guidance, staff recommends including this in “Phase 1”.

Social-Emotional Learning Resources for Schools

Objective

To provide resources to support the social and emotional health of students in Wright County public schools.

Description

This program will fund a full-time counselor for each of ten school districts in the County over a three-year period. The counselor may provide several services, including:

- Individual counseling issues
- Student services team member
- District programming

The ten school districts are: Annandale, Buffalo-Hanover-Montrose, Dassel-Cokato, Delano, Howard Lake-Waverly-Winsted, Maple Lake, Monticello, Rockford, St. Michael-Albertville, and Elk River (Otsego).

Estimated Allocation

\$1,500,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$250,000	\$500,000	\$500,000	\$250,000	-	-

Reference Information

[Request from Brad Sellner, HLWW Superintendent, dated May 25, 2021](#)

[Request from Eric Olson, Monticello Superintendent, received June 3, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency, including programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education. Programs or services to address the academic, social, emotional and mental health needs of students are specifically identified.

Staff Recommendation

The American Rescue Plan has additional funding sources for schools. Staff recommends investigating other ARP funding sources before allocating ARP-SLFRF to this program.

Afterschool Program

Objective

To provide an afterschool program for students at academic risk or who have struggled with truancy during the COVID-19 pandemic.

Description

This program will fund up to 8 teachers, located at 2 buildings, for 2 days a week, 2 hours per day at each of the 10 districts within the county. These teachers will provide academic support to identified students in this extended school-day format.

Funds would be available for each of the ten school districts within the county: Annandale, Buffalo-Hanover-Montrose, Dassel-Cokato, Delano, Howard Lake-Waverly-Winsted, Maple Lake, Monticello, Rockford, St. Michael-Albertville, and Elk River (Otsego).

Estimated Allocation

\$1,260,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$210,000	\$420,000	\$420,000	\$210,000	-	-

Reference Information

[Afterschool Program Request from Eric Olson, Monticello Superintendent, received June 4, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency, including programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education. Programs or services to address the academic, social, emotional and mental health needs of students are specifically identified.

Staff Recommendation

The American Rescue Plan has additional funding sources for schools. Staff recommends investigating other ARP funding sources before allocating ARP-SLFRF to this program.

Childcare Retention and Expansion

Objective

To provide resources to childcare centers and in-home providers to encourage the retention and expansion of these centers and providers in Wright County.

Description

Offerings under this program may include:

- Grant for initial licensing training
- Grant for licensing fees for in-home providers
- Grant to provide business training for new and existing providers
- Grants for fire marshal inspection fee
- Grant for required supplies
- Marketing campaign to encourage providers to get licensed and to educate about new programs
- Startup grant for childcare centers
- Support to prospective providers that want to provide licensed care but cannot in their home, used to create special family childcare facilities in commercial spaces
- Administration of programming

The program will be administered by a to-be-determined agency and will be funded over a three-year period.

Estimated Allocation

\$380,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$63,000	\$127,000	\$127,000	\$63,000	-	-

Reference Information

[Childcare Retention and Expansion request from Jolene Foss, Wright County Economic Development Partnership, dated May 28th, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that funds may be used for programs that address or mitigate the impacts of the public health emergency on childhood welfare including new or expanded childcare. Additionally, the funds may be used to provide assistance to small businesses.

Staff Recommendation

Staff recommends narrowing the scope of the program to meet eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Expand Emergency Assistance

Objective

To supplement and expand Health & Human Services Emergency Assistance program.

Description

The funding will be used to supplement the existing Emergency Assistance program. The program will also expand to include home improvements as an eligible expense.

Estimated Allocation

\$150,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$25,000	\$50,000	\$50,000	\$25,000	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency, including programs that address housing insecurity, lack of affordable housing or homelessness. Additionally, guidance allows assistance programs for households.

Staff Recommendation

Staff recommends gathering additional information and data to show how the existing program needs have been expanded due to the COVID-19 pandemic. Alternatively, the scope of the program could be narrowed to only include the “new” or “enhanced” portion of the program.

Supplement Basic Sliding Fee Child Care Fund

Objective

To allow families who are income eligible for BSF childcare assistance to obtain that assistance in order to return to employment.

Description

As of April 2021, Wright County's Basic Sliding Fee Child Care Assistance Program is projected to spend \$1.2M which is \$300K over the CY21 allocation. By setting aside a safety net with ARP funds, the county can continue to add families to the program as they meet criteria. When families have adequate childcare, they are able to return to work supporting families on the path to self-sufficiency. Many of the childcare providers are located within Wright County creating a ripple effect of additional income into the community. The overspending cost is tricky to calculate. Counties that spend less than their 90% is reallocated to counties that over-spend, which could mean that all of Wright County's overspending is covered by the program, or a percentage is covered, or none is covered.

Estimated Allocation

\$450,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$150,000	\$150,000	\$150,000	-	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that funds may be used for programs that address or mitigate the impacts of the public health emergency on childhood welfare including new or expanded childcare.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Volunteer Recruitment for Safe Families

Objective

To Increase Safe Families for Children of Minnesota volunteer recruitment efforts in Wright County to better meet the needs of families in crisis.

Description

This program will increase Safe Families staff time in Wright County with a primary focus on volunteer recruitment, training, and support. Throughout the pandemic, the number of referrals to Safe Families has been greater than the volunteer base can serve. A one-year increased focus on volunteer recruitment will improve the ability to respond to needs of the families referred.

Safe Families for Children connects volunteers in the community to families in crisis. Safe Families works to keep families safely together which reduces the risk of out of home placement for children in Wright County.

Estimated Allocation

\$75,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$25,000	\$50,000	-	-	-	-

Reference Information

<https://minneapolis-stpaul.safe-families.org/>

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency, including programs or services that address or mitigate the impacts of the COVID-19 public health emergency on childhood health or welfare.

Staff Recommendation

Staff recommends confirming that the resource providing the service is either a consultant or temporary employee (as outlined on page 3 of this document); no new employee should be hired. If this is confirmed, staff recommends including this in “Phase 1”.

Mental Health Outreach

Objective

Support the mental health continuum of services with expansion of mental health outreach or co-responder.

Description

Option 1: Addition of a full-time mental health specific Outreach Worker, Social Worker III position working with those who are homeless, suffering from a mental illness, or a substance use disorder.

Option 2: Co-responder position located within a local law enforcement agency, contracted through a mental health agency. This position would work directly with law enforcement officers to continue the provision of mental health wraparound services.

Estimated Allocation

Option 1: \$336,000 and Option 2: \$240,000

Proposed Cash Flow

Option 1

2021	2022	2023	2024	2025	2026
\$112,000	\$112,000	\$112,000	-	-	-

Option 2

2021	2022	2023	2024	2025	2026
\$80,000	\$80,000	\$80,000	-	-	-

Reference Information

[Mental Health Crisis Response position paper](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including new or enhanced services needed to meet behavioral health needs exacerbated by the pandemic.

Staff Recommendation

Staff recommends gathering further information for option 2, to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Expand Funding for 24/7 Crisis Phone Line

Objective

To support the mental health continuum of services with expansion of available funding for 24/7 crisis phone lines and mobile response situations.

Description

Contracted services for 24/7 crisis phone lines continue to rise in cost annually. The county is obligated to have crisis intervention services available to its citizens.

Estimated Allocation

\$158,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$79,000	\$79,000	-	-	-	-

Reference Information

[MN Statute 245.466](#), County responsibility for local service delivery system

[MN Statute 245.469](#), Emergency services

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including new or enhanced services needed to meet behavioral health needs exacerbated by the pandemic.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Expand Withdrawal Management / Detox

Objective

To support the mental health continuum of services with expansion of available funding for detox and withdrawal management services.

Description

County tax levy dollars are used to pay for detox service costs that insurance does not pay. This includes all clients who are enrolled in a Medical Assistance plan. Withdrawal Management services, which are paid for by a Medical Assistance plan, are just beginning with limited providers statewide. Toward the end of the pandemic the county saw an increase in utilization of detox and withdrawal services.

Estimated Allocation

\$168,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$56,000	\$56,000	\$56,000	-	-	-

Reference Information

[MN Statute 254B.03](#), Responsibility to provide chemical dependency treatment

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including new or enhanced services needed to meet behavioral health needs exacerbated by the pandemic.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Support new Behavioral Health Center

Objective

To support the new Behavioral Health Center, a continuum of care for those experiencing a mental health crisis or substance use withdrawal, with an expansion of crisis mobile services within Wright County to assist with the growing need for mental health crisis assessments in the community and improving local infrastructure.

Description

Assist with expansion of mobile crisis services within Wright County.

Estimated Allocation

\$50,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$25,000	\$25,000	-	-	-	-

Reference Information

[MN Statute 245.466](#), County responsibility for local service delivery system

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including new or enhanced services needed to meet behavioral health needs exacerbated by the pandemic.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Contract with 24/7 Transportation Provider

Objective

To develop transportation resources for Wright County residents who otherwise have limited to no transportation resources, to reduce the economic impact for residents and to support their mental health.

Description

Currently there is no transportation services available on short notice and often county staff are used to transport residents.

The transportation needs which are not currently available within the county includes:

- Persons approved for jail release and working with the Jail Adult Mental Health Social Worker to access county services (housing, employment, food, etc.)
- Persons pursuing employment and training opportunities through the workforce center
- Persons who are homeless and require transportation to a shelter, food shelf, other local services
- Persons needing 24/7 transportation to detox or withdrawal management facility

The program would seek to use current providers, such as Trailblazer, Christie Cab and Wright County Community Action to develop a more comprehensive transportation network.

Estimated Allocation

\$75,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$25,000	\$25,000	\$25,000	-	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency. Additionally, guidance allows assistance programs for households.

Staff Recommendation

Staff recommends narrowing the scope of the program to meet eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document. Portions of the proposed program are better suited to the temporary nature of ARP-SLFRF and are in direct response to the impacts of the COVID-19 pandemic.

Broadband Improvements

Objective

To expand broadband access to unserved and underserved residents and businesses within Wright County.

Description

An assessment/feasibility study is in process, which will guide the development of the broadband program.

Estimated Allocation

\$10,000,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
TBD	TBD	TBD	TBD	TBD	-

Reference Information

N/A

American Rescue Plan Category

Federal guidance states that the funds can be used to make necessary investments in infrastructure, including broadband.

Staff Recommendation

Staff recommends including this program in "Phase 1".

Water and Sewer Grants

Objective

To support city water and sewer infrastructure improvement projects.

Description

The water and sewer grant program is currently under development.

Total Allocation

\$4,000,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
TBD	TBD	TBD	TBD	TBD	-

Reference Information

N/A

American Rescue Plan Category

Federal guidance states that the funds can be used to make necessary investments in infrastructure, including water and sewer projects that would be eligible under the Clean Water State Revolving Fund or Drinking Water State Revolving Fund.

Staff Recommendation

Staff recommends including this program in "Phase 1".

Pandemic Unknowns

Objective

To allow Wright County to continue to respond to the public health emergency.

Description

There are still unknowns related to the COVID-19 pandemic, and this fund will allow Public Health and other county departments to respond and adjust as needed.

Estimated Allocation

\$125,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
TBD	TBD	-	-	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention.

Staff Recommendation

Staff recommends including this expense in “Phase 1”.

PPE and Other Supplies

Objective

To provide PPE and other supplies to be used by Wright County employees in responding to the COVID-19 pandemic.

Description

This program will fund PPE and supplies that are needed to respond to the COVID-19 pandemic.

Estimated Allocation

\$100,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
TBD	TBD	-	-	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention.

Staff Recommendation

Staff recommends including this expense in “Phase 1”.

Payroll for Public Health Employees

Objective

To provide payroll and covered benefit expenses for public health employees mitigating or responding to the COVID-19 public health emergency.

Description

Eligible staff will code their time to this program.

Estimated Allocation

TBD

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
TBD	TBD	TBD	TBD	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including payroll and covered benefit expenses for public safety, public health, healthcare, human services, and similar employees to the extent that the employee's time is spent mitigating or responding to the COVID-19 public health emergency.

Staff Recommendation

Staff recommends identifying an allocation amount and/or time frame that the expense will be covered and including this expense in "Phase 1".

Administration Time

Objective

To provide payroll and covered benefit expenses for employees participating on the ARP Committee or overseeing the ARP-SLFRF program.

Description

Eligible staff will code their time to this program.

Estimated Allocation

\$400,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$100,000	\$100,000	\$100,000	\$100,000	-	-

Reference Information

N/A

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that funds may be used to cover the portion of payroll and benefits of employees corresponding to time spent on administrative work necessary due to the COVID-19 public health emergency and its negative economic impacts. This includes, but is not limited to, costs related to disbursing payments of Fiscal Recovery Funds and managing new grant programs established using Fiscal Recovery Funds.

Staff Recommendation

Staff recommends including this expense in "Phase 1".

Programmable Sign

Objective

To purchase a large, programmable sign to use for future vaccine clinics.

Description

Public Health was previously using a sign from the Highway Department. This new sign would be owned and used by Public Health.

Estimated Allocation

\$25,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$25,000	-	-	-	-	-

Reference Information

[Request for programmable sign from Jami Goodrum Schwartz, dated March 30, 2021](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including expenses related to the COVID-19 vaccination programs and sites, including acquisition of equipment.

Staff Recommendation

Staff recommends gathering additional information on how the sign will be managed, maintained, and stored prior to moving forward on this expense.

Secure Scanning / Document Kiosks

Objective

Implement ATM style kiosks for the electronic submission of paper documents in remote locations.

Description

It is often difficult for clients needing services to obtain transportation or travel to Buffalo in order to submit applications or other documentation required for service delivery. These kiosks would allow clients to scan the information in addition to taking their paper submissions. This solution has been implemented in Olmsted County.

Estimated Allocation

\$88,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$38,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

Reference Information

<https://advancedkiosks.com/wp-content/uploads/2020/04/Document-Kiosk-Brochure-2020.pdf>

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used to provide programs, services, or other assistance to populations and communities disproportionately impacted by the COVID-19 public health emergency.

Staff Recommendation

Additional information around the eligibility of this expense under both ARP-SLFRF and the county guidelines outlined in this document needs to be provided. Staff also recommends investigating other ARP funding sources.

De-escalation Training for County Staff

Objective

Provide training for county staff who intersect with the public and may encounter escalated individuals, including those who may be homeless, mentally ill, or under the influence of a substance.

Description

The program will include multiple trainings, including Question, Persuade, Refer (QPR) Training and Mental Health First Aid. QPR is a suicide prevention training to assist professionals in reducing the risk of suicide and providing care to those at risk. Mental Health First Aid is a public education course to help community members understand mental illness, provide timely interventions, and save lives.

Estimated Allocation

\$8,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
-	\$8,000	-	-	-	-

Reference Information

[Mental Health First Aid Training](#), National Council on Mental Wellbeing

[Question, Persuade, Refer Training](#), QPR Institute

[Crisis Prevention Training](#), Crisis Prevention Institute

[MN Statute 245.468](#), Education and Prevention Services

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including new or enhanced services needed to meet behavioral health needs exacerbated by the pandemic.

Staff Recommendation

Staff recommends gathering further information to confirm eligibility under ARP-SLFRF guidance as well as the county guidelines outlined in this document.

Community Health Needs Assessment

Objective

To conduct a county-wide health needs assessment as required by Minnesota Statute.

Description

Wright County Public Health, Buffalo Hospital, CentraCare Monticello and Wright County WCCA collaborate every three years to conduct the county health needs assessment. A State certified data analysis firm would be hired to conduct the needs assessment.

Estimated Allocation

\$35,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$35,000	-	-	-	-	-

Reference Information

[2020-2022 Wright County Community Health Needs Assessment Plan](#)

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be used for COVID-19 response and prevention, including expenses to improve the design and execution of health and public health programs, and may use funds to engage in planning and analysis in order to improve programs addressing the COVID19 pandemic, including through use of targeted consumer outreach, improvements to data or technology infrastructure, impact evaluations, and data analysis.

Staff Recommendation

Additional information around the eligibility of this expense under both ARP-SLFRF and the county guidelines outlined in this document needs to be provided.

Customer Relationship Management System

Objective

To provide integrated services delivery and case management, enabling a better customer experience, and creating efficiencies in eligibility determinations.

Description

A customer relationship management system integrates data from multiple systems (MAXIS, METS, MMIS, PRISM, SSIS, PH Doc) into a single source of truth, making it easier to deliver effective service, enhance employee productivity and modernize IT. It provides caseworkers a 360-degree view for all interactions of a person or family in one place, making it easier to understand history and make better decisions on a case. Clients who have active cases in Social Services may be in need of Financial services, or Child Support. A new mother receiving family home visit from a Public Health Nurse may also need waiver assistance. Today there is no such system that allows for the complete view of client needs. This system would enable services to be delivered more efficiently and therefore at less overall cost.

Products such as Salesforce for HHS Case Management are scalable, integrate with both the latest and legacy systems, provide advanced reporting and real-time views of key performance metrics, and can guide clients through the intake process.

Estimated Allocation

\$700,000

Proposed Cash Flow

2021	2022	2023	2024	2025	2026
\$300,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000

Reference Information

<https://www.salesforce.com/campaign/government/hhs-case-management/>

American Rescue Plan – Local Fiscal Recovery Funds Eligibility

Federal guidance states that the funds may be for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency.

Staff Recommendation

Additional information around the eligibility of this expense under both ARP-SLFRF and the county guidelines outlined in this document needs to be provided. Staff also recommends investigating other ARP funding sources.