



AGENDA
PINE COUNTY BOARD MEETING

- | | |
|------------|----------------------|
| District 1 | Commissioner Hallan |
| District 2 | Commissioner Mohr |
| District 3 | Commissioner Chaffee |
| District 4 | Commissioner Rossow |
| District 5 | Commissioner Ludwig |

Tuesday, July 21, 2015, 10:00 a.m.
Board Room, Pine County Courthouse
Pine City, Minnesota

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak on items not on the agenda. Each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of July 7, 2015 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Committees and Correspondence
 - Pine County Methamphetamine Task Force Minutes – April 13, 2015
 - Pine County Soil & Water Conservation District Regular Monthly Board Meeting Minutes – June 9, 2015
 - Pine County Soil & Water Conservation District Special Meeting Board Minutes – June 25, 2015
- G) Approve Consent Items

CONSENT AGENDA

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. Review June, 2015 Cash Balance (attached)

Fund	June 30, 2014	June 30, 2015	Increase(Decrease)
General Fund	2,278,258.51	3,321,518.34	1,043,259.83
Health and Human Services Fund	479,296.59	288,428.12	(190,868.47)
Road and Bridge Fund	2,933,846.61	4,060,299.56	1,126,452.95
Land Management Fund	1,023,389.18	2,441,712.77	1,418,323.59
TOTAL (inc non-major funds)	8,501,397.03	11,483,876.08	2,982,479.05

2. Application for Exempt Permit

Consider Applications for Exempt Permit for:

- A. Finlayson Giese Sportsmen Club to conduct Minnesota lawful gambling on October 10, 2015 at the Finlayson Giese Sportsmen Club, 70172 Norway Spruce Rd, Finlayson, MN (Pine Lake Twp).

B. Minnesota Sokol Camp to conduct Minnesota lawful gambling on August 9, 2015 at the Sokol Camp, 19201 Woodland Acres, Pine City, MN (Chengwatana Twp).

3. Temporary 3.2 License

Consider approval of a Temporary 3.2 License for Sokol Camp for August 9, 2015.

4. Promotion

Acknowledge and approve the promotion of part-time dispatcher Gina Hurt to full-time dispatcher effective July 12, 2015, \$16.04 per hour, B23.

5. Training

A. Consider IT Supervisor Ryan Findell to attend the 2015 MNCITLA Annual Conference, July 15-17, 2015 in Winona. Registration: \$0 (included with membership fee), lodging: \$214, mileage: approx. \$176. Total cost: \$390. Funds are available in the 2015 IT budget.

B. Consider Probation Agent Ravi Roelfs to attend a two-day Motivational Interviewing training, August 10-11, 2015 in St. Cloud. Training-no cost/provided through Department of Corrections. Lodging: \$99-\$110. Funds are available in the 2015 Probation budget.

C. Consider County Surveyor Robin Mathews to attend the NCEES 94th Annual Meeting, August 18-21, 2015 in Williamsburg, VA. All expenses paid by MN Board of AELSLAGID.

D. Consider County Engineer Mark LeBrun to attend MN Association of Drainage Inspectors Meeting August 11, 2015 at the Bigwood Event Center in Fergus Falls. Registration and lodging \$160. Funds are available in the 2015 County Engineer budget.

E. Consider child support staff Pamela Ward (CS Officer), Kari Sammis (CS and Collections), Jodi Blesener (CS Team Leader) and Christina Frey (Support Enforcement Aide) to attend the Minnesota Family Support and Recovery Council Conference, October 5-7, 2015, in St. Cloud. Total registration, \$680, and Mileage \$260 (staff carpool). Funds available in the 2015 HHS budget.

REGULAR AGENDA

1. Facilities Committee

The Facilities Committee met July 6, 2015. Minutes Attached. Items reviewed at July 7, 2015 board meeting. Informational only, no board action necessary.

2. Personnel Committee

Pine County Personnel Committee met July 14, 2015 and made the following recommendations (Minutes attached):

Sheriff

Acknowledge the retirement of Dispatcher Audrey Schroeder, effective July 25, 2015 and approve backfill and to backfill any vacancy created by internal promotion.

Jail

Acknowledge the resignation of full-time corrections Officer Anne Watrin effective June 25, 2015 and approve backfill and to backfill any vacancy created by internal promotion.

Probation

Acknowledge the resignation of Probation Agent Laura Stylski effective July 17, 2015 and approve backfill.

Administrator

A. Approve a temporary schedule increase for 4-H Summer Assistant Dorothy Scharf and approve temporary wage increase of \$2.00 per hour for approval, effective if necessary to provide coverage during a potential medical leave.

B. Approve a 1.5% annual performance increase for County Administrator David Minke, effective July 2, 2015 (anniversary date).

HHS

- A. Approve the creation of a Child Support Supervisor position and advertise internally and externally.
- B. Approve the hiring of an additional Social Worker in the Adult and Disability Services Unit and to backfill any vacancy created by internal promotion. Position to be funded by state funds.

Other items are for informational purposes only.

3. Introduction of Economic Development Coordinator Robert Musgrove

4. Amendment of Pine County Liquor Ordinance

Consider approval of the Pine County Liquor Ordinance Amendment and repeal of Ordinance No. 2014-01 and authorize Board Chair and County Administrator to sign.

5. Essentia Health Ambulance Fiscal Year 2014 Report

Annual report by Michael Hedrix, President/Administrator and Joe Newton, Director of Ambulance Services, Essentia Health – Sandstone.

6. Probation Comprehensive Plan Presentation

2015 Probation Comprehensive Plan presentation by Probation Director Terry Fawcett.

7. Swap Spots

Promotion of a “Swap Spot” at the Pine County Courthouse to provide a monitored location for the exchange of items purchased online.

8. Commissioner Updates

Soil & Water Conservation District
East Central Solid Waste Commission
East Central Regional Library Board
Methamphetamine Task Force
Kanabec-Pine Community Health Board
Extension Committee
Rush Line Corridor Task Force
Lakes & Pines C.A.C.

9. Other

10. Upcoming Meetings –(Subject to Change)

- a. **Technology Committee, Tuesday, July 21, 2015, 8:30 a.m.**, Commissioners’ Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Tuesday, July 21, 2015, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- c. **NLX, Wednesday, July 22, 2015, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- d. **Northeast Regional Radio Board, Thursday, July 23, 2015, 10:00 a.m.**, Jail Training Room, Courthouse, Pine City, Minnesota.
- e. **Snake River Watershed, Monday, July 27, 2015, 9:00 a.m.**, Kanabec County Courthouse, Mora, Minnesota.
- f. **Special Meeting and Committee of the Whole, Tuesday, July 28, 2015, 9:00 a.m.**, Duquette Community Hall, 88179 State Highway 23, Kerrick, Minnesota. Optional ATV ride to follow.
- g. **Law Library, Wednesday, July 29, 2015, 12:00 p.m.**, Law Library, Courthouse, Pine City, Minnesota.

- h. Central Regional EMS Committee, Friday, July 31, 2015, 10:00 a.m.,** Stearns County Service Center, Waite Park, Minnesota.
- i. GPS 45:93 Annual Meeting, Friday, July 31, 2015, 10:00 a.m.,** Anoka Ramsey Community College, 300 Spirit River Dr., Cambridge, Minnesota.
- j. Pine County Board Meeting, Tuesday, August 4, 2015, 10:00 a.m.,** Public Health Building, Sandstone, Minnesota.

11. Adjourn

**MINUTES OF THE
PINE COUNTY BOARD MEETING
Regular Meeting**

**Tuesday, July 7, 2015, 10:00 a.m.
Public Health Building, Sandstone, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Steve Chaffee, Curt Rossow and Matt Ludwig. Also present were County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. There was no public comment.

Chair Hallan requested the following revisions to the Agenda:

Consent:

Add 3d: Approve Application for Exempt Permit for Pine Technical & Community College

Add 11: Approve criminal justice student Amanda Johnson to work an unpaid internship in the Pine County Sheriff's Office

Add 12: Approve the following 3.2 Liquor Licenses: Duquette General Store, Duxbury Store, Ray & Marge's Resort

Add 13: Approve a Temporary Liquor License for Rock Creek Lions Club for September 4-7, 2015.

Upcoming Meetings

Change of Date: Soil & Water Conservation District Meeting: From July 2, 2015 to July 9, 2015.

Commissioner Rossow moved to approve the amended Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Chaffee moved to approve the Minutes of the June 15, 2015 County Board of Equalization meeting. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the June 16, 2015 County Board Meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the June 23, 2015 Special Meeting and Committee of the Whole. Second by Commissioner Mohr. Motion carried 5-0.

Minutes of Boards, Committees and Correspondence

Pine County Probation Advisory Committee meeting Unapproved Minutes – May 26, 2015

Pine County HRA Senior Housing Board of Directors Regular Meeting Minutes – May 27, 2015

Pine County Land Surveyor Monthly Report, June 2015

Commissioner Chaffee moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Rossow. Motion carried 5-0.

CONSENT AGENDA

1. June, 2015 Disbursements

Disbursements Journal Report, June 1, 2015 – June 30, 2015.

2. Application for Abatement

Approve Application for Abatement for Harvey Scherer, 13304 Mallard Road, Brook Park, PID 18.8800.303, pay 2014.

3. Application for Exempt Permit

Approve the following Applications for Exempt Permit:

- a. The Grand Lodge Ancient Free & Accepted Masons of MN – Helio Lodge #273 to conduct Minnesota lawful gambling on August 15, 2015 at Wings North Hunt Club, 19379 Homestead Road, Pine City, MN (Pokegama Twp).
- b. Moose Lake Area Chamber of Commerce to conduct Minnesota lawful gambling on October 16, 2015 at the Moose Lake Golf Course, 35311 Parkview Drive, Sturgeon Lake, MN (Windemere Twp).
- c. National Wild Turkey Federation Chapter, Pine County Thunderin’ Toms to conduct Minnesota lawful gambling on October 24, 2015 at Tank’s Tavern, 39109 State Hwy. 48, Hinckley, MN (Arlone Twp).
- d. Pine Technical & Community College to conduct Minnesota lawful gambling on October 23, 2015 at the NW Fur company Post, 12551 Voyageur Lane, Pine City, MN (Pine City Twp).

4. Greater Pine Area Endowment Grant

Approve \$2,400 grant from the Greater Pine Area Endowment for Health and Human Services.

5. DOC REAM Grant

Approve DOC REAM (Remote Electronic Alcohol Monitor) grant funds in the amount of \$17,000 for the period of July 1, 2015 through June 30, 2017 and authorize Board Chair and County Administrator to sign.

6. DOC Caseload/Workload Grant

Approve DOC Caseload/Workload grant funds in the amount of \$118,962 for the period of July 1, 2015 through June 30, 2017 and authorize Board Chair and County Administrator to sign. This grant will fund one FTE agent and allow Restorative Justice/Diversion to continue.

7. Lead County Agreement with Jennifer White

Approve Lead County Agreement with Jennifer White to provide clinical supervision services to Health & Human Services, effective July 1, 2015 through December 31, 2016, and authorize Board Chair and Health & Human Services Director to sign.

8. Police Officer Declaration - PERA

Approve the following Public Employees Retirement Association Police Officer Declarations: Resolution 2015-24 Joseph Broneak, 2015-25 Sarah Carlson, and 2015-26 Daniel Adams. These Resolutions/Declarations indicate that each employee has met all of the requirements of the Police and Fire Plan membership requirements from their dates of hire. Authorize Board Chair and County Administrator to sign the Resolutions.

9. New Hire

Approve the hiring of Melissa Berg as Chief Deputy Auditor-Treasurer, effective July 13, 2015, \$24.04 per hour, (\$50,000 annual), C51.

10. Training

Approve attendance by Office Clerk III Kim Kylander to attend the Summer MAAO workshop, August 20-21, 2015 in Bloomington, Minnesota. Registration \$85, two-nights lodging \$326.73, mileage \$90.37. Total cost: \$502.10.

11. Internship

Approve criminal justice student Amanda Johnson to complete an unpaid internship in the Pine County Sheriff's Office, effective July 8, 2015. This position will not exceed 30 hours per week or 67 days in the calendar year.

12. 3.2 Liquor License

Approve 3.2 Liquor License for Duquette General Store, Duxbury Store, and Ray & Marge's Resort. Subject to township, sheriff and county attorney approval.

13. Temporary Liquor License

Approve a Temporary Liquor License for Rock Creek Lions Club for September 4-7, 2015.

REGULAR AGENDA

1. Technology Committee

Chair Hallan provided an overview of the June 16, 2015 Technology Committee meeting. Informational purposes only. Chair Hallan stated discussion was held regarding (1) the centralization of county-wide copier lease agreements within the IT department, (2) pilot program for Telework, (3) purchase of Arcmap software for Soil & Water Conservation District and the payment of same. Commissioner Ludwig requested the Soil & Water Conservation District budget should be added to the agenda for the July 28, 2015 Committee of the Whole meeting.

2. Certificate of Appreciation

Chair Hallan presented a Certificate of Appreciation to Land Commissioner/Forester Greg Beck and thanked him for his oversight and supervision of the sealing of two wells on tax forfeited property in the city of Sandstone. Beck thanked those departments and agencies involved.

3. Joint Powers Agreement for LETG Connection with Mille Lacs Band of Ojibwe

County Attorney Reese Frederickson stated the County Board had approved a Joint Powers Agreement between Pine County, the Mille Lacs Band of Ojibwe and Mille Lacs County on February 17, 2015. The Mille Lacs Band of Ojibwe requested revisions to Sections 6-8 and 10 of that agreement. **Motion** by Commissioner Chaffee to approved the revised Joint Powers Agreement Between Pine County, the Mille Lacs Band of Ojibwe, and Mille Lacs County for LETG Connection with the Mille Lacs Band of Ojibwe and authorize Board Chair, County Administrator and County Attorney to sign. Second by Commissioner Ludwig. Motion carried 5-0.

4. Contract for Medical Examiner Services

County Administrator David Minke stated currently Pine County contracts with Anoka County for medical examiner services at a rate of \$55,000 per year, with the current contract ending December 31, 2015. The medical examiner contract for January 1, 2016 through December 31, 2018 is \$50,000 per year, which is a \$5,000 per year reduction in cost.

Motion by Commissioner Ludwig to approve the Contract for Medical Examiner Services with Anoka County (January 1, 2016 through December 31, 2018), in the amount of \$50,000 annually. Second by Commissioner Rossow. Motion carried 5-0.

5. Code Red Mass Notification System

Chief Deputy Paul Widenstrom provided an overview of the CodeRed public mass notification system and additional Weather Warning Services. He stated the public may receive weather notifications, county emergencies and general notice alerts. Residents may download a free app for their smart phones, register for text alerts or email notifications. Weather alerts will be supplied through the National Weather Service. Funds for this notification system are available through an EMPG grant.

Motion by Commissioner Ludwig to approve the CodeRed Next Services Agreement, in the annual amount of \$8,525, and the CodeRed Weather Warning Service Addendum, in the initial amount of \$1,750 and \$3,500 annually thereafter, with Emergency Communications Network LLC and authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

6. **Decontamination Unit Service Provider Contract**

Land Services Director Kelly Schroeder stated pursuant to the 2015 Aquatic Invasive Species Plan, the county purchased a decontamination unit to provide for decontamination of contaminated watercraft. Due to the less than expected cost of the unit, a second unit has been purchased, positioning one unit near Sturgeon Lake and one unit near Cross/Pokegama lakes. Schroeder stated multiple business locations were visited as possible decontamination sites--based on visits to the establishment, required property layout and interest of the business, Woischke Enterprises was the location determined for the southern unit and Ray & Marge's Resort is the location for the northern unit. Both businesses were willing to contract at a rate of \$20 per decontamination of regular watercrafts and \$30 per decontamination of wakeboard boats, plus reimbursement of the fuel to power the unit. This will be funded out of the Aquatic Invasive Species Prevention Aid and will not be anticipated to be more than the \$8,000 remaining in the budget for the decontamination units.

Motion by Commissioner Ludwig to approve Decontamination Services Contracts with Woischke Enterprises and Ray & Marge's Resort and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

7. **Commissioner Updates**

Public Safety Meeting: The CodeRed mass notification system was discussed earlier in the board meeting.

Kanabec-Pine Community Health Board: Chair Hallan stated Springsted has been interviewing employees and elected officials.

Northeast Regional Radio Board: No meeting.

East Central Regional Development Commission: Chair Hallan stated the annual meeting was last week. Hallan is on the budget and personnel committees. Discussion had regarding the \$2,500 matching fee paid for the aging program.

NLX: Commissioner Chaffee stated the Ridership Study has not been completed. The budget was discussed.

GPS 45:93: County Administrator Minke stated the annual meeting went well. Presentation by DEED. Robert Musgrove announced as Pine County's Economic Development Coordinator.

Soil & Water Conservation District: Meeting moved to July 9, 2015.

Facilities Committee: Commissioners Ludwig and Mohr stated discussion was held regarding the jail inspection, impound lot, boiler at PGC, and the air quality at PGC was discussed.

Meeting w/Field Representative Rick Olseen from Congressman Nolan's Office and Grant Writer Enid Swaggart regarding federal grants: Chair Hallan and Land Services Director Kelly Schroeder were in attendance. Trail system was discussed to fill in the 32 miles of missing trail (mostly located in Pine County) and available funding.

Other: None.

8. Upcoming Meetings were reviewed.

Chair Hallan called a five-minute recess at 10:54 a.m.

The board reconvened at 10:59 a.m.

Motion by Commissioner Chaffee to close the meeting to discuss 2016 labor negotiation strategy in accordance with Minnesota Statutes §13D.03. Second by Commissioner Rossow. Motion carried 5-0.

The meeting was closed at 11:00 a.m. with the following present: Chair Hallan, Commissioners Mohr, Chaffee, Rossow and Ludwig; County Attorney Reese Frederickson, County Administrator David Minke, and Human Resource Manager Matt Christenson.

Motion by Commissioner Rossow to open the meeting at 12:10 p.m. Second by Commissioner Ludwig. Motion carried 5-0.

With no further business, Chair Hallan adjourned the county board meeting at 12:10 p.m. The next regular meeting of the county board is scheduled for July 21, 2015 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

Stephen M. Hallan, Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board

**SUMMARY
OF
MINUTES OF THE
PINE COUNTY BOARD MEETING
Regular Meeting**

**Tuesday, July 7, 2015, 10:00 a.m.
Public Health Building, Sandstone, Minnesota**

Chair Hallan called the meeting to order at 10:00 a.m. Present were Commissioners Josh Mohr, Steve Chaffee, Curt Rossow and Matt Ludwig. Also present were County Attorney Reese Frederickson and County Administrator David Minke.

The Pledge of Allegiance was said.

Chair Hallan called for public comment. There was no public comment.

Commissioner Rossow moved to approve the amended Agenda. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Chaffee moved to approve the Minutes of the June 15, 2015 County Board of Equalization meeting. Second by Commissioner Mohr. Motion carried 5-0.

Commissioner Mohr moved to approve the Minutes of the June 16, 2015 County Board Meeting and Summary for publication. Second by Commissioner Rossow. Motion carried 5-0.

Commissioner Ludwig moved to approve the Minutes of the June 23, 2015 Special Meeting and Committee of the Whole. Second by Commissioner Mohr. Motion carried 5-0.

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Commissioner Chaffee moved to acknowledge the Minutes of Boards, Committees and Correspondence. Second by Commissioner Ludwig. Motion carried 5-0.

Commissioner Chaffee moved to approve the amended Consent Agenda. Second by Commissioner Rossow. Motion carried 5-0.

Disbursements Journal Report, June 1, 2015 – June 30, 2015.

Approve Application for Abatement for Harvey Scherer, 13304 Mallard Road, Brook Park.

Approve the following Applications for Exempt Permit:

- a. The Grand Lodge Ancient Free & Accepted Masons of MN – Helio Lodge #273 to conduct Minnesota lawful gambling on August 15, 2015 at Wings North Hunt Club, 19379 Homestead Road, Pine City, MN.
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- lawful gambling on October 24, 2015 at Tank's Tavern, 39109 State Hwy. 48, Hinckley, MN.
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Approve \$2,400 grant from the Greater Pine Area Endowment.

Approve DOC REAM (Remote Electronic Alcohol Monitor) grant funds in the amount of \$17,000 for the period of July 1, 2015 through June 30, 2017.

Approve DOC Caseload/Workload grant funds in the amount of \$118,962 for the period of July 1, 2015 through June 30, 2017.

Approve Lead County Agreement with Jennifer White to provide clinical supervision services to Health & Human Services, effective July 1, 2015 through December 31, 2016.

Approve the following Public Employees Retirement Association Police Officer Declarations: Resolution 2015-24 Joseph Broneak, 2015-25 Sarah Carlson, and 2015-26 Daniel Adams.

Approve the hiring of Melissa Berg as Chief Deputy Auditor-Treasurer, effective July 13, 2015, \$24.04 per hour, (\$50,000 annual), C51.

Approve attendance by Office Clerk III Kim Kylander to attend the Summer MAAO workshop. Total cost: \$502.

Approve criminal justice student Amanda Johnson to complete an unpaid internship in the Pine County Sheriff's Office, effective July 8, 2015. This position will not exceed 30 hours per week or 67 days in the calendar year.

Approve 3.2 Liquor License for Duquette General Store, Duxbury Store, and Ray & Marge's Resort. Subject to township, sheriff and county attorney approval.

Approve a Temporary Liquor License for Rock Creek Lions Club for September 4-7, 2015.

Motion by Commissioner Chaffee to approved the revised Joint Powers Agreement Between Pine County, the Mille Lacs Band of Ojibwe, and Mille Lacs County for LETG Connection with the Mille Lacs Band of Ojibwe and authorize Board Chair, County Administrator and County Attorney to sign. Second by Commissioner Ludwig. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the Contract for Medical Examiner Services with Anoka County (January 1, 2016 through December 31, 2018), in the amount of \$50,000 annually. Second by Commissioner Rossow. Motion carried 5-0.

Motion by Commissioner Ludwig to approve the CodeRed Next Services Agreement, in the annual amount of \$8,525, and the CodeRed Weather Warning Service Addendum, in the initial amount of \$1,750 and \$3,500 annually thereafter, with Emergency Communications Network LLC and authorize Board Chair and County Administrator to sign. Second by Commissioner Mohr. Motion carried 5-0.

Motion by Commissioner Ludwig to approve Decontamination Services Contracts with Woischke Enterprises and Ray & Marge's Resort and authorize Board Chair and County Administrator to sign. Second by Commissioner Chaffee. Motion carried 5-0.

Upcoming Meetings were reviewed.

Chair Hallan called a five-minute recess at 10:54 a.m.

The board reconvened at 10:59 a.m.

Motion by Commissioner Chaffee to close the meeting to discuss 2016 labor negotiation strategy in accordance with Minnesota Statutes §13D.03. Second by Commissioner Rossow. Motion carried 5-0. The meeting was closed at 11:00 a.m. with the following present: Chair Hallan, Commissioners Mohr, Chaffee, Rossow and Ludwig; County Attorney Reese Frederickson, County Administrator David Minke, and Human Resource Manager Matt Christenson.

Motion by Commissioner Rossow to open the meeting at 12:10 p.m. Second by Commissioner Ludwig. Motion carried 5-0.

With no further business, Chair Hallan adjourned the county board meeting at 12:10 p.m. The next regular meeting of the county board is scheduled for July 21, 2015 at 10:00 a.m. at the Board Room, Pine County Courthouse, Pine City, Minnesota.

Stephen M. Hallan, Chair
Board of Commissioners

David J. Minke, Administrator
Clerk to County Board

The full text of the board's Minutes are available at the County Administrator's Office and the county's website (www.co.pine.mn.us). Copies may also be requested from the administrator's office.

**Pine County Methamphetamine Task Force
Minutes
April 13, 2015
Public Health Building, Sandstone**

Task Force Mission – To reduce methamphetamine and other illegal drug use and manufacture in Pine County.

Attendance: Kathy Burski, Amber Chase, Cathy Clemmer, Don Faulkner, Reese Frederickson, Jim Johnson, Lynette Kuzel, Commissioner Matt Ludwig, Sheriff Jeff Nelson, Joe Newton, Bonnie Rediske, Bonnie Scullard, Paul Widenstrom, Becky Foss, and Janet Schumacher

Meeting commenced at 3:00 pm by Becky Foss in the Conference Room at the Public Health Building in Sandstone.

1. **Introductions and Welcome** – introductions were made and Becky Foss, Director of HHS welcomed all members.
2. **Additions/Changes to the Agenda** – None
3. **Review Minutes of 1/12/15** - *Motion was made by Commissioner Ludwig and seconded by Don Faulkner to approve the minutes. Motion carried.*
4. **Cathy Clemmer, Pine County Auditor-Treasurer**
Cathy shared information with the Committee on the State requirement to review/approve and provide an annual report to the State of MTF funds balance.
5. **Updates from last meeting**
Becky indicated that the total grant amount awarded to the schools was \$2,789.51. Discussed if we should continue with awarding these funds out to the schools. It was suggested that we should send out the RFPs in September. Could these grants be partnered with a lot of things that are evidence based and proven to have positive outcomes. Lisa Perlick could send out grants possibly for schools. There will be no participation at the Pine Co Fair this year. Possibly the task force could become more involved in community projects. Any ideas are welcome from members.

Sheriff Nelson recently met with MN Adult Teen Challenge and has their contact information. Their program information could be beneficial to our local schools/communities. Amber Chase attended training there and indicates it is good to have the speakers. Sheriff Nelson will make a contact to them. Communities seem to be focused on opiates. There continues to be a lot of meth out there and most recently there has been word of increased use of heroin in the Duluth area.

Bonnie talked about a new synthetic cathinone "flakka" that can be snorted, smoked, injected, or swallowed, and it shares some chemical similarities with the "bath salt" drugs. She questioned if we should connect with early childhood. They send out a lot of literature to all children in the schools.

Numbers are steady in Child Protection with recent reports of use of drugs happening with kids present. Bonnie talked about the new rules and changes coming up and feels their numbers in child protection will increase. A change in rules around domestic violence and kids present in the house - two changes impact our numbers overall – an overlap between substance use and

domestic violence. Seeing a lot of pot, hearing a little of heroin, and continued meth in newborns – 11 recently. An 11 year old recently tested positive for three or four things and one of them was heroin.

Bonnie has recently done mandated reporting with the Sheriff's Dept with a lot of good questions coming out of the meeting. She indicated that Mille Lacs Co is seeing a lot of heroin with a recent increase of people moving from Onamia to a subdivision nearby.

Reese shared information of an upcoming jury trial and the repeat offender sale of prescription drugs. He is happy to hear of the educational programs out there and wants to enforce the message that drug dealers will not be tolerated.

Joe indicates they have not seen heroin in the Emergency Dept of Essentia Health but have seen meth, large amounts of opiates and alcohol.

Amber talked about their procedure of signed releases and in their working together with the medical professionals – they have been able to have pain meds pulled.

Commissioner Ludwig mentioned the upcoming prescription drop off on April 25th from 10:00 – 1:00 at the Sheriff's Dept. Word is out there in the local newspapers, radio station, facebook, etc. We pay per pound for disposal of the drugs. He also talked about the medaway bags available at Walgreens at a cost of \$3.99 – a way to dispose of drugs – just add water and toss in the trash - it neutralizes all drugs.

Joe Newton mentioned the possibility of the purchase of a prescription drop box to be partnered with the local clinics, hospitals, etc. It apparently has to be located at law enforcement. The Sheriff's Dept could put a proposal together with the possibility of including other counties. Kathy will check into the cost of this.

Kathy Burski talked about grant writers for tobacco, etc. they have at Kanabec Co. Marijuana is much stronger now and talked about e-cigs. Don brought up the fact of a lot of communities passing laws on the use of e-cigs.

The next meeting is scheduled for Monday, July 13, 2015 from 3:00 pm – 4:30 at Pine County Health & Human Services/Pine Government Center in Pine City.

Meeting adjourned at 3:55 pm. Minutes prepared by Janet Schumacher

Directions to the Pine Government Center in Pine City:

FROM NORTH – Take Interstate 35 South to the first Pine City Exit. At top of exit, take a left (Co Rd 11) and continue to Hwy 61 - turn right and continue to the first set of stop lights – the PGC is on the right – across from Frandsen Bank. Come up the north stairway/elevator to the HHS receptionist area.

FROM SOUTH – Take Interstate 35 North to the first Pine City exit. At top of exit, take a right (Hillside Ave) and continue to Hwy 61 - turn left and continue through the four way stop to the next set of stop lights – the PGC is on the left – across from Frandsen Bank. Come up the north stairway/elevator to the HHS receptionist area.

Directions to the Pine County Health & Human Services/Public Health Building in Sandstone:

FROM NORTH – Take Interstate 35 South to Askov/Finlayson exit. At top of exit, take a right and go to the stop sign, take a left (61/23) to Sandstone. As you approach the 61 Motel on the right, the HHS/Public Health Bldg is on the left.

FROM SOUTH – Take Interstate 35 North to Sandstone exit. At top of exit, take a right. Follow this road, staying to the left of the Y and continue all the way to the stop sign; take a left (61/23) and go about 3 blocks – 61 Motel on the left, the HHS/Public Health Bldg is on the right.

\\Methamphetamine Task Force\Minutes\2015\April 13 min.doc



The Pine County Soil and Water Conservation District Board of Supervisors held their monthly meeting on Thursday, June 9, 2015.

Members Present:

Doug Odegard
Jerry Telker
Tom Swaim
Skip Thomson

Others Present:

Jill Carlier, District Manager
Robin Poppe, Wetland Specialist
Jacquelynn Olson, District Technician

Members Absent: Joe Luedtke

CALL TO ORDER: Thomson called the meeting to order at 9:00 a.m.

PUBLIC COMMENT: none.

APPROVAL OF AGENDA:

Motion by Telker, seconded by Swaim to approve the agenda with additions.

Motion carried

MAY MINUTES:

Motion by Swaim, seconded by Odegard to approve the May minutes.

Motion carried

MAY FINANCIAL STATEMENTS AND PAYMENTS OF BILLS:

Motion by Telker, seconded by Odegard to approve the May financials and payment of bills including a 30,000, 15,000, 27,000, 5,000 transfers (tree payments, vehicle and drill payments).

Motion carried

STAFF/SUPERVISOR REPORTS:

Wetlands & Grants:

Wetlands:

Stacy Sullivan: Applicant proposing to construct a garage, including riprapping the edge of a wetland.

Poppe recommends the wetland be typed as a type 2, and a deminimus exemption be issued.

Motion by Odegard, seconded by Telker to approve Stacy Sullivan's exemption and wetland typing.

Motion carried.

Jeff Nelson: Project is to put a road through a type 2 wetland. Poppe recommends the wetland be typed as a 2, and a de minimus exemption be issued.

Motion by Swaim, seconded by Odegard to approve Jeff Nelson's exemption be issued and the wetland be typed as a 2.

Motion carried

Dale Thompson: Project is for a road/access through a type 2. Poppe recommends approval of the road and typing the wetland as a 2.

Motion by Telker, seconded by Odegard to approve Dale Thompson's road and the wetland be typed as a 2.

Motion carried

Robert Payne: Submitted application for exemption, but is not eligible. Payne bought landlocked property with no neighbors willing grant him access. Finally worked out a land-swap with another landowner. Must cross 3 wetlands to access his property. Payne will be purchasing credits. Poppe would like the board to approve the replacement plan of 3,880 square feet contingent up on TEP approval. Motion by Odegard, seconded by Swaim to to approve the replacement plan of 3,880 square feet contingent up on TEP approval.

Motion carried.

Grants: There will be 5 clean water grants that we will be applying for:

1. County-wide well sealing
2. Cross Lake Situation
3. Graham Oiumet – riverbank stabilization
4. Easement Project – Sturgeon Lake
5. Urban Forestry (focusing on storm water runoff)

Water Management & State Cost Share

- Has 2 well sealing projects for approval:

Darlene Zakseski: FY15-3 Windemere township. Has 2 bids

Randy Klavu \$700

Dan Graves Well Drilling \$950

$50\% \times \$700 = \350

Motion by Telker, seconded by Swaim to approve Darlene Zakseski's well sealing project at a cost of \$350.00.

Motion carried.

Denise Eichert: FY15-2 Finlayson township. Has 2 bids

Randy Klavu \$1320

Kent Well Drilling \$1,710

$50\% \times \$1320 = \660

Motion by Odegard, seconded by Telker to approve Denise Eicherts well sealing project at a cost of \$660.00.

Motion carried.

Steve & Teresa Jorgenson: FY13-2 Contract amendment to increase the dollar amount due to the cost estimate being much lower than the bid from the contractor. The original cost estimate was \$6000. The amendment will bring it up to \$8,208.20. $75\% \times \$8,208.20 = \6156.15 .

Motion by Swaim, seconded by Telker to approve Jorgenson's amendment to increase the dollar amount.

Motion carried.

Construction has been completed. Actual cost invoice came in at \$7,728.20. $\$7,728.20 \times 75\% = \$5,796.15$ for a final payment to Jorgenson's.

Motion by Swaim, seconded by Telker to approve payment on Jorgenson's project.

Motion carried.

Bob Wewers: FY13-1 Construction has been completed. Total cost is \$12,482.00 x 75% cost sharing = \$9,361.50.

Motion by Telker, seconded by Swaim to approve payment on FY13-1 Bob Wewers project.

Motion carried.

Forestry:

- Discussed hiring the Area 3 & 8 forester. Resumes are just now coming in for this position. Also discussed urban forestry.

East Central Forest Landscape:

- No meeting last month.

TSA III

- Meeting will be held the end of June

Snake River Citizen Advisory Committee:

- Discussed the Education & Outreach Coordinator position. Carlier will be a part of the interview process.

Exploratory

- No meeting last month.

Personnel

- Interviewing for the district forester will be this week.

Policy/Budget

- No meetings last month.

Trees:

- Nothing last month.

Envirothon

- Lake SWCD will be taking over coordination of the event. Carlier will be getting info to Lake.

Newsletter

- Staff discussed the next newsletter and topics.

No Till Drill Update:

- The meter is not working correctly on the drill. Thomson has been talking at length with the service manager. We need to talk to the service manager for any issues we have with the drill. When the drill was first delivered, the meter wasn't working

DISTRICT CONSERVATIONIST REPORT:

Salmon was not present at the meeting but did submit a report.

FLOOD RELIEF GRANT:

Carlier stated we are eligible for the additional DNR funds to help complete the flood grant project. There are a few technicalities with this money about public land, but the DNR staff and TSA staff believe they have a way around that. Once we get something in writing from DNR about their funds, we will forward that to BWSR for the extension.

CROSS LAKE SITUATION:

The Cross Lake Meeting was held. 23 people attended. It was a good meeting. There was no definite outcome decided at that meeting, but it was good to review the situation with everyone in the room. Everyone really appreciated the meeting in general.

AREA III RESOLUTION MEETING:

Carlier stated the Area III Resolution meeting was June 5th in McGregor. John Jascke was present and talked about additional funding from the state. There was some talk about the buffer initiative.

STATE COST SHARE:

(See above)

CLEAN WATER GRANT:**Update on Pine County - Sandstone Creamery Wells:**

CWSL12: (North Well) bailing is done and cleaned out.

CWSL13: (South Well) after 1.5 days of bailing, the bailer is stuck. They are currently about 360' down so far.

Patricia Jenkins Well Sealing:

CWSL-11, project is completed. Final project cost is \$1,415.00 x 50% = \$707.50

Motion by Odegard, seconded by Telker to approve payment to CWSL-11 Patricia Jenkins in the amount of \$707.50

Motion carried

Gordy Jacobson Well Sealing:

CWSL-16, second well sealing contract for Jacobson.

Randy Klavu Well Drilling: \$465.00

Kent Well Drilling: \$505.00

50% x \$465.00 = \$232.50

Motion by Swaim, seconded by Odegard to approve CWSL-16 Gordy Jacobson well sealing at a cost of \$232.50.

Motion carried

Woodlands National Bank Well Sealing:

CWSL-10, project is completed. Final project cost is \$1,623.00. Approved amount was \$1,455.00 x 50% = \$727.50

Motion by Telker, seconded by Swaim to approve payment to CWSL-10 Woodlands National Bank in the amount of \$727.50

Motion carried

Copy of Grant Agreements: Carlier stated she received an email from Greg Beck asking for a copy of the grant agreement for the well sealing grant. This request has never come up before and Carlier is asking the board how to handle it. After discussion Carlier will talk about the request with Beck from the county more.

BWSR PRAP REVIEW:

Carlier provided the board with information regarding a Performance Review and Assistance Program (PRAP). We will be going through this 'audit' this summer.

MISC ITEMS:

- The Pine County Local Water management Plan is formally approved and in place.
- Olson is requesting to attend a training on Diagnosing Streams in September 14 – 16, in Fergus Falls at a cost of \$300.

Motion by Swaim, seconded by Telker to approve Olson attending the Diagnosing Streams training at a cost of \$300 plus hotels and meals.

Motion carried

- Roadside Cleanup – Olson stated she sent in a sign request. The section of road will be on Hwy 23, a 2-mile stretch. Materials and bags are provided. We can start after the sign is up.
- BWSR Academy – Thomson wanted to remind the board and staff about the Academy and hopes staff and supervisors will attend. It is typically held at the end of October.

NEXT MEETING DATE & TIME:

The next district board meeting will be held on Thursday, July 9, 2015 at **3:00 p.m.**

ADJOURNMENT:

The meeting adjourned at 10:25 am

Respectfully submitted,

Doug Odegard, Secretary



SPECIAL MEETING
BOARD MEETING MINUTES
June 4, 2015

The Pine County Soil and Water Conservation District Board of Supervisors held a special board meeting on Thursday, June 25, 2015.

Members Present:

Doug Odegard
Tom Swaim
Skip Thomson

Others Present:

Jill Carlier, District Manager

Members Absent: Joe Luedtke, Jerry Telker

CALL TO ORDER: Thomson called the meeting to order at 9:00 p.m.

Carlier stated the sole purpose of the meeting was to discuss the hiring of Beth Peterson as the District Forester as provided for under the 2015 Clean Water Grant.

The group discussed Beth, and all of the other candidates that were interviewed.

The offer made to Beth is:

Vacation/Sick time benefits

Use of company vehicles, along with mileage reimbursement when she uses her personal vehicle.

Pay rate of \$15.50/hour to start. After 90 days, if everything is going good, we will increase her to \$16.00.

Start date of July 1st.

Approximately 20 hours/week, schedule to be determined by Jill and Beth once she starts.

Beth will receive a \$50 stipend for every stewardship plan she writes after she becomes a certified plan writer.

Motion by Odegard, seconded by Swaim to approve hiring Beth Peterson as the district forester, with the items listed above in the job offer.

Motion carried.

NEXT MEETING DATE & TIME:

The next district board meeting will be held on Thursday, July 9, 2015 at 3:00 p.m.

ADJOURNMENT:

The meeting adjourned at 9:35 a.m.

Respectfully submitted,

Doug Odegard, Secretary



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda
- Personnel Committee
- Other _____

5 mins 10 mins 15 mins Other

Agenda Item: June, 2015 Cash Balance

Department: Auditor-Treasurer

Cathy Chamer
Department Head signature

Background information on Item:

Action Requested:

Financial Impact:

TREASURER'S CASH TRIAL BALANCE COMPARISON

FUND	June 30, 2014 BALANCE	June 30, 2015 BALANCE	DIFFERENCE
1 - GENERAL	2,278,258.51	3,321,518.34	1,043,259.83
12 - H&HS	479,296.59	288,428.12	(190,868.47)
13 - ROAD & BRIDGE	2,933,846.61	4,060,299.56	1,126,452.95
22 - LAND	1,023,389.18	2,441,712.77	1,418,323.59
TOTAL (incl non-major funds)	\$8,501,397.03	\$11,483,876.08	2,982,479.05

CATHYJ
7/14/15 9:46AM

***** Pine County *****
TREASURER'S CASH TRIAL BALANCE

As of 06/2015



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 General Revenue Fund	3,661,974.35			
Receipts		608,969.23	2,402,463.22	
Disbursements		429,224.38-	3,011,020.08-	
Payroll		732,423.37-	4,709,948.06-	
Journal Entries		4,630,976.37	4,978,048.91	
Fund Total		4,078,297.85	340,456.01-	3,321,518.34
12 Health & Human Services	420	H&Hs-Income Maintenance		
	2,016,009.86			
Receipts		55,993.93	750,674.80	
Disbursements		39,921.31-	346,819.87-	
Payroll		147,557.00-	970,369.54-	
Journal Entries		611,100.52	693,203.60	
Dept Total		479,616.14	126,688.99	2,142,698.85
12 Health & Human Services	430	H&Hs-Social Services		
	1,961,233.98-			
Receipts		99,219.30	1,044,776.19	
Disbursements		24,901.02-	147,164.53-	
SSIS		208,333.10-	1,322,336.84-	
Payroll		140,105.62-	903,043.94-	
Journal Entries		1,031,077.65	1,180,773.14	
Dept Total		756,957.21	146,995.98-	2,108,229.96-
12 Health & Human Services	440	Childrens Collaborative (H&Hs)		
	0.00			
Dept Total		0.00	0.00	0.00
12 Health & Human Services	481	Nursing-Community Health (H&Hs)		
	188,681.38			
Receipts		107,670.85	710,640.44	
Disbursements		7,895.65-	490,284.55-	
Payroll		55,275.12-	427,830.90-	
Journal Entries		198,435.45	207,688.45	

HMS
288,428.12

***** Pine County *****



CATHYJ
7/14/15 9:46AM

TREASURER'S CASH TRIAL BALANCE

As of 06/2015

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Dept Total		240,935.53	213.34	188,894.70
Fund Total	243,457.24	1,477,508.88	20,093.65-	223,363.59
 13 Road & Bridge Fund	 1,571,228.77			
Receipts		639,680.12	5,088,516.83	
Disbursements		989,782.87-	2,489,250.83-	
Payroll		152,037.88-	983,073.34-	
Journal Entries		851,310.87	882,878.13	
Fund Total		348,170.24	2,489,070.79	4,060,299.56
 14 Ditch Maintenance (Sr) Fund	 12,031.51			
Journal Entries		58.56	88.97	
Fund Total		58.56	88.97	12,120.48
 20 County-Wide Rehab (Sr) Fund	 189.13			
Receipts		0.00	0.12	
Journal Entries		0.00	0.12	
Fund Total		0.00	0.24	189.37
 21 800 MHz Project Fund	 0.00			
Fund Total		0.00	0.00	0.00
 22 Land Management Fund	 2,089,547.86			
Receipts		174,672.38	544,907.27	
Disbursements		46,151.53-	59,288.74-	
Payroll		7,603.73-	48,080.94-	
Journal Entries		188.64-	85,372.68-	

CATHYJ
7/14/15 9:46AM

***** Pine County *****

TREASURER'S CASH TRIAL BALANCE

As of 06/2015



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Fund Total		120,728.48	352,164.91	2,441,712.77
29 Children's Collab (H&Hs) Agency Fund	440	Childrens Collaborative (H&Hs)		
	58,312.24			
Receipts		8,987.00	37,487.00	
Disbursements		16,647.00-	49,941.00-	
Journal Entries		0.00	44.43	
Dept Total		7,660.00-	12,409.57-	45,902.67
Fund Total	58,312.24	7,660.00-	12,409.57-	45,902.67
35 2004 Street Reconstruct Bond Fund				
	0.00			
Fund Total		0.00	0.00	0.00
37 County Railroad Authority				
	5,043.78			
Disbursements		0.00	500.00-	
Journal Entries		0.00	299.85	
Fund Total		0.00	200.15-	4,843.63
38 Building Fund				
	7,303.52			
Journal Entries		51,570.43	51,570.43	
Fund Total		51,570.43	51,570.43	58,873.95
39 2005A G.O. Jail Bonds				
	993,252.24			
Receipts		0.00	2,909.68	
Disbursements		0.00	903,930.63-	
Journal Entries		720,901.52	754,832.65	
Fund Total		720,901.52	146,188.30-	847,063.94

***** Pine County *****



CATHYJ
7/14/15 9:46AM

TREASURER'S CASH TRIAL BALANCE

As of 06/2015

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
40 2012 G.O. Courthouse Bonds	836,470.66			
Disbursements		0.00	741,725.00-	
Journal Entries		558,048.39	584,211.48	
Fund Total		558,048.39	157,513.52-	678,957.14
41 2005 Hra Bonds	0.00			
Fund Total		0.00	0.00	0.00
76 Group Health Ins Fund 5/1/95 (Gen)	712,304.76-			
Receipts		250,130.86	1,525,025.33	
Disbursements		230,892.19-	1,511,835.26-	
Journal Entries		4,208.00	28,088.00	
Fund Total		23,446.67	39,278.07	673,028.89-
80 County Collections Agency Fund	19,014.47			
Receipts		11,428.90	476,986.03	
Disbursements		8,740.00-	476,020.20-	
Fund Total		2,688.90	945.83	19,960.30
82 Taxes And Penalties Agency Fund	963,797.96			
Receipts		322,712.57	19,759,208.31	
Disbursements		4,865,763.48-	11,322,386.20-	
Journal Entries		8,624,026.59-	9,074,897.49-	
Fund Total		13,167,077.50-	638,075.38-	325,722.58
84 East Central Drug Task Force Agency Fur	103,203.39			

CATHYJ
7/14/15 9:46AM

***** Pine County *****

TREASURER'S CASH TRIAL BALANCE

As of 06/2015



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Receipts		0.00	97,349.90	
Disbursements		0.00	103,110.90-	
Journal Entries		0.00	229.80-	
Fund Total		0.00	5,990.80-	97,212.59
89 H & Hs Collections Agency Fund	801 Non-Departmental			
	6,368.21			
Receipts		35,061.13	307,726.07	
Disbursements		69,804.83-	94,436.90-	
Journal Entries		31,472.52-	200,495.52-	
Dept Total		66,216.22-	12,793.65	19,161.86
Fund Total	6,368.21	66,216.22-	12,793.65	19,161.86
All Funds	9,858,890.57			
Receipts		2,314,526.27	32,748,651.19	
Disbursements		6,729,724.26-	21,757,714.79-	
SSIS		208,333.10-	1,322,336.84-	
Payroll		1,235,002.72-	8,042,346.72-	
Journal Entries		0.00	1,267.33-	
Total		5,858,533.81-	1,624,985.51	11,483,876.08

CATHYJ
7/14/15 9:52AM

***** Pine County *****



USER-SELECTED BUDGET REPORT

12 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2015BUDGET <u>ACTIVE</u>	2015 Mo. 06 - 06	2014 Mo. 06 - 06	
430	DEPT	H&Hs-Social Services				
		12-430-712-3711-6020	Shelter-Non Ive	12,000	0	888
		12-430-712-3811-6020	Rule 1 F Foster Care Non-Ive	190,000	15,519	6,821
		12-430-712-3811-6022	Rule 1 Fc Non-Ive Tribal Mlb	40,000	3,738	3,798
		12-430-712-3811-6077	Rule 1 Fc Ive	50,000	7,343	18,174
		12-430-712-3814-6020	Rule 4 F Foster Care Non-Ive	100,000	12,556	5,829
		12-430-712-3814-6022	Rule 4 FC Non-IVE Tribal	100,000	18,522	17,828
		12-430-712-3814-6077	Rule 4 Ive F Foster Care	5,000	0	0
		12-430-712-3831-6020	Fc Rule 8-Non Ive	90,000	389	15,218
		12-430-712-3850-6020	Correct Fac/Not Locked/Non Ive	35,000	0	5,161
		12-430-712-3850-6077	Ive Correct Facil-Child/Not Locked	0	4,089	0
		12-430-712-3881-6020	Supervised Independent Living Fc N	40,000	0	3,407
		12-430-712-3881-6077	Supervised Independent Living Fc-I	2,500	1,517	1,517
		12-430-717-3711-6020	Shelter-Ct Serv	26,000	0	0
		12-430-717-3814-6020	Fam Fc-Rule 4/Ct Serv/Non Ive	90,000	0	9,467
		12-430-717-3831-6020	Group Home-Court Serv/Non-Ive	25,000	0	0
		12-430-717-3850-6020	Doc License Non-Secure/Ct Serv-N	150,000	0	23,650
		12-430-717-3856-6020	Correctional Fac-Locked/Ct Serv	200,000	27,892	19,837
		12-430-719-3890-6020	Respite Care-Child	1,000	1,022	0
		12-430-740-3831-6020	Rule 5 Residential Trtmt-Non Ive	250,000	32,306	22,578
		12-430-740-3890-6020	Respite Care-Child Mh/Non-Ive	3,500	0	249
		12-430-743-3831-6020	Mh-Ct Serv-Rule 5 Residential	63,000	11,777	0
DEPT	430	H&Hs-Social Services	Revenue			
			Expend.	1,473,000	136,467	154,421
			Net	1,473,000	136,467	154,421
FUND	12	Health & Human Services	Revenue			
			Expend.	1,473,000	136,467	154,421
			Net	1,473,000	136,467	154,421
Final Totals			Revenue			
			Expend.	1,473,000	136,467	154,421
			Net	1,473,000	136,467	154,421

OUT OF HOME PLACEMENT COSTS

		2014	2015	Budget 2015
January		\$ 179,189	\$ 176,998	\$ 1,473,000
February		\$ 134,635	\$ 132,252	\$ 1,340,748
March		\$ 192,457	\$ 111,657	\$ 1,229,091
April		\$ 280,672	\$ 86,606	\$ 1,142,485
May		\$ 125,287	\$ 120,629	\$ 1,021,856
June		\$ 154,421	\$ 136,467	\$ 885,389
July				
August				
September				
October				
November				
December				
Running Total		\$ 1,066,661	\$ 764,609	

Expenditures listed are on a cash basis and are reflective of actual dollars expended



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Application for Exempt Permit

Department: Auditor-Treasurer

Cathy Cleaver
Department Head signature

Background information on Item:

Application for Exempt Permit for the Finlayson Giese Sportsmen Club to conduct Minnesota lawful gambling on October 10, 2015 at the Finlayson Giese Sportsmen Club, 70172 Norway Spruce Rd, Finlayson, MN (Pine Lake Twp).

Action Requested:

Financial Impact:

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Finlayson Giese Sportsmen Club

Previous Gambling Permit Number: X-03623

Minnesota Tax ID Number, if any: 7817580

Federal Employer ID Number (FEIN), if any: 41-1749326

Mailing Address: PO Box 18

City: Finlayson State: MN Zip: 55735 County: Pine

Name of Chief Executive Officer (CEO): George Slama

Daytime Phone: (320) 233-6035

Email: denbarb@frontiernet.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal

Religious

Veterans

Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Finlayson Giese Sportsmen Club

Address (do not use P.O. box): 70172 Norway Spruce Road

City or Township: Finlayson Zip: 55735 County: Pine

Date(s) of activity (for raffles, indicate the date of the drawing): October 10, 2015

Check each type of gambling activity that your organization will conduct:

Bingo*

Paddlewheels*

Pull-Tabs*

Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 6,390)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: PINE

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: George Slama Date: 7-13-15
(Signature must be CEO's signature; designee may not sign)

Print Name: George Slama

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- a copy of your proof of nonprofit status, and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Application for Exempt Permit

Department: Auditor-Treasurer



Department Head signature

Background information on Item:

Application for Exempt Permit for the Minnesota Sokol Camp to conduct Minnesota lawful gambling on August 9, 2015 at the Sokol Camp 19201 Woodland Acres, Pine City, MN (Chengwatana Twp).

Action Requested:

Financial Impact:

need 50 legs fee

Minnesota Lawful Gambling LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Application fee for each event	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATION

Check # 62316 = 50.00

Organization name Minnesota Sokol Camp Previous gambling permit number X-04966

Type of nonprofit organization. Check one.
 Fraternal Religious Veterans Other nonprofit organization cultural organization

Mailing address 707 170th Ave. City Somerset State WI Zip Code 53025 County Burnett
~~12444 Goadline St. NE~~ ~~55119~~

Name of chief executive officer (CEO) Scott Miller Daytime phone number 651-587-2830 Email address n/a

Just Miller
Treas

Attach a copy of ONE of the following for proof of nonprofit status. Check one.

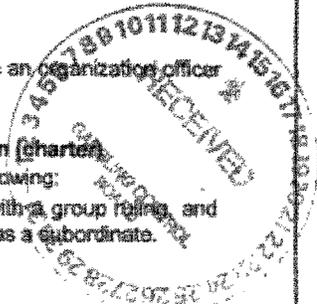
Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter).
If your organization falls under a parent organization, attach copies of both of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

IRS - proof previously submitted to Gambling Control Board
If you previously submitted proof of nonprofit status from the IRS, no attachment is required.



Kari Muyres

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)

Sokol Camp
Address (do not use PO box) 19201 Woodland Acres City Pine City, MN Zip Code 55063 County Pine

Date(s) of activity (for raffles, indicate the date of the drawing)
Sunday, August 9th 2015

Check the box or boxes that indicate the type of gambling activity your organization will conduct

Bingo* Raffles Paddlewheels* Pull-Tabs* Tipboards*

Signature

* Gambling equipment for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

Also complete Page 2 of this form.

Print Form

Reset Form

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

need CEO info - sig
Pine Co. Lug

X-04966

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name _____
On behalf of the city, I acknowledge this application.

Signature of city official receiving application _____

Title _____ Date ____/____/____

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.

A township official is not required to sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____
On behalf of the county, I acknowledge this application.
Signature of county official receiving application _____

Title _____ Date ____/____/____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name _____

Signature of township official acknowledging application _____

Title _____ Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature [Signature] Date 7/4/15

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
 - application fee for each event.
- Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Print Form

Reset Form

This form will be made available in alternative format (i.e. large print, Braille) upon request.
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information requested; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If you supply the information requested,

the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data are available to: Board members, Board staff whose work requires access to the

information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins 10 mins 15 mins Other
- Personnel Committee
- Other _____

Agenda Item: Approval of Temp 3.2 License

Department: Auditor

Cathy Clark
Department Head signature

Background information on Item:

Approval of a Temporary 3.2 License for SOKOL Camp for August 9, 2015

Action Requested:

Financial Impact:



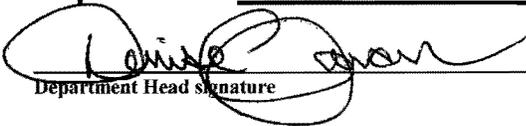
AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins. 10 mins. 15 mins. Other
- Personnel Committee
- Other _____

Agenda Item: FT Dispatcher position

Department: Pine County Sheriff's Office-Dispatch



 Department Head signature

Background information on Item:

Effective July 12th, 2015, Gina Hurt has been promoted to a FT Dispatcher position. This position was vacated by Dianne Meier, May 30th, 2015.

Action Requested:

The Pine County Sheriff's Office/Dispatch Center asks the County Board to acknowledge Gina Hurt's status change from part time to full time, **\$23, \$16.04 per hour.**

Financial Impact:

This position is budgeted for 2015.



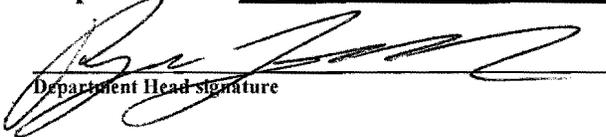
AGENDA REQUEST FORM

Date of Meeting: July 21st, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda
 - Personnel Committee
 - Other _____
- 5 mins. 10 mins. 15 mins. Other

Agenda Item: MNCITLA Conference

Department: IT Dept


 Department Head signature

Background information on Item:

Consider IT Supervisor Ryan Findell to attend the 2015 MNCITLA Annual Conference, July 15th-17th 2015 in Winona Minnesota.

Action Requested:

Ratify Attendance at conf.

Financial Impact:

Registration included with Membership Fee
 Mileage Approx. \$176
 Lodging \$214
 Funds are available in the 2015 IT budget



AGENDA REQUEST FORM

Date of Meeting: July 21st, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda
 - Personnel Committee
 - Other _____
- 5 mins 10 mins 15 mins Other

Agenda Item: Overnight for Training

Department: Probation

Terry Fawcett

Digitally signed by Terry Fawcett
DN: cn=Terry Fawcett, o=Pine County, ou=Probation,
email=terry.fawcett@co.pine.mn.us, c=US
Date: 2015.07.13 08:20:55 -0500

Department Head signature

Background information on Item:

Request authorization for Agent Ravi Roelfs for one overnight in St. Cloud on August 10th for a two-day Motivational Interviewing training. Nightly rate at Holiday Inn is \$99-\$110. Money is allocated in the probation budget for this. *Training provided through Department of Corrections - no cost.*

Action Requested:

Board authorization

Financial Impact:

Money in budget for this



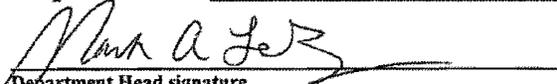
AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Conference/Training Robin Mathews

Department: Pine County Public Works


Department Head signature

Background information on Item:

Approve attendance of County Surveyor, Robin Mathews at the NCEES 94th Annual Meeting, August 18-21, 2015 in Williamsburg, VA. All expenses paid by MN Board of AELSLAGID.

Action Requested:

Approve

Financial Impact:

None



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 Consent Agenda
 Regular Agenda 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Training Mark LeBrun

Department: Pine County Public Works


Department Head signature

Background information on Item:

Approve County Engineer, Mark LeBrun to attend MN Association of Drainage Inspectors Meeting August 11, 2015 at the Bigwood Event Center in Fergus Falls.

Action Requested:

Approve Registration and Lodging \$160

Financial Impact:

Within 2015 Budget



AGENDA REQUEST FORM

Date of Meeting: 7/21/2015

- County Board**
 - Consent Agenda
 - Regular Agenda
 - Personnel Committee
 - Other _____
- 5 mins. 10 mins. 15 mins. Other

Agenda Item: Training/Staff Development for child support staff

Department: HHS

Rebecca Foss
Department Head signature

Background information on Item:

Four child support staff are requesting to attend the Minnesota Family Support and Recovery Council Conference for more than one day, which requires Board approval. The early bird registration deadline is July 31 (\$110) and then an additional \$30 per day in attendance. Attached is a draft agenda for the conference.

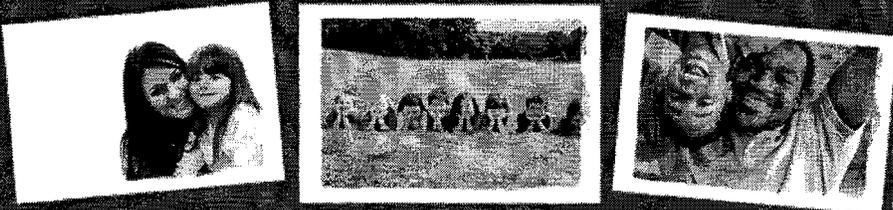
Action Requested:

Authorize Pamela Ward (Child Support Officer), Kari Sammis (Child Support and Collections), Jodi Blesener (Child Support Team Leader) and Christina Frey (Support Enforcement Aide) to attend the Minnesota Family Support and Recovery Council Conference from October 5 to October 7, 2015, in St. Cloud.

Financial Impact:

Total registration cost for the four individuals (at \$170 per individual with the early bird discount) is \$680. Mileage (staff would ride together) would be approximately \$260 for everyone. Total training cost would be approximately \$940. There are funds available in the HHS budget for child support staff development that cover the cost of attendance at the conference.

MINNESOTA FAMILY SUPPORT & RECOVERY COUNCIL



Promoting the well being of children and families through the professional development of members, legislative advocacy, public awareness, and collaboration with government and community agencies.

Registration Now Open!

Early Bird Rate (July 1 -31): \$110 (includes the Annual MFSRC Membership Dues)
Regular Rate (August 1 - September 30): \$140 (includes the Annual MFSRC Membership Dues)
Additional \$30 per day Monday & Tuesday; no charge for Wednesday

Use the form below to join MFSRC - \$25 Membership ONLY (no conference)

PROGRAM AT A GLANCE

Sunday, October 4, 2015

5:00–7:00 Registration
6:30–8:00 To be Determined
8:00–11:00 Networking

Monday, October 5, 2015

7:00–8:30 Breakfast
7:00–Noon Registration
9:00–9:15 Welcome and General Announcements
9:15–10:00 Breakout Sessions:

- 2015 Federal, State and County Perspectives of the IV-D Program
- State Perspective for County Collectors (MCRA)

10:00–10:15 Break with refreshments
10:15–11:45 KEYNOTE: How to Stay on Top of Your Workload
Irwin Karp
Noon–1:00 Lunch
1:00–2:30 Breakout Sessions:

- FATHER Project
- The Art of Effective Delegation
- Assisting Veterans with Child Support Obligations
- Revenue Recapture, TOP, MAXIS
- System Modernization

2:30–2:45 Break
2:45–4:15 Breakout Sessions:

- Domestic Violence: Identifying Domestic Violence and Working With Victims, Including Participants in the Safe at Home Program
- Federal Financial Participation (FFP) and the Cooperative Agreement
- Conducting Asset Searches in Minnesota
- Working with the Military

4:30–5:30 MFSRC Business Meeting
6:00–7:00 Dinner
7:00–11:30 DJ

Tuesday, October 6, 2015

- 7:00-8:30 Breakfast
- 7:30-10:30 Registration
- 8:30-8:35 Announcements
- 8:35-10:15 KEYNOTE: We Are All Criminals
Emily Baxter
- 10:15-10:30 Break with refreshments
- 10:30-11:30 Breakout Sessions:
- Criminal Expungements in Minnesota
 - MNsure – Another Year Past
 - eFiling and eService Past, Present, and Future
 - ACS (Agency Collection System)
 - Interstate— QUICK, Interstate Reconciliation and UIFSA Changes
- 11:30-1:00 Awards Luncheon
- 1:15-2:45 Breakout Sessions:
- Resolving Conflict Cooperatively and Effectively
 - Keeping an Open Mind
 - Jeopardy!® The Changing Face of Families Edition
 - Minnesota Medical Estate Recovery
 - What Would You Do?
- 2:45-3:00 Break with refreshments
- 3:00-4:30 Breakout Sessions:
- Holistic Case Management
 - Appreciating Multiple Generations at Work
 - Top Ten Things I Forgot or Never Knew about Paternity and Child Support
 - PIN Update and Interviewing Skills
 - Vital Signs
- 4:30-5:30 MCAA Meeting for Elected and Assistant County Attorneys
- Dinner on your own
- 7:00-11:00 Networking

Wednesday, October 7, 2015

- 7:00-8:30 Breakfast
- 8:30-10:00 Breakout Sessions:
- What's More Important at Work, IQ or EQ??
 - Reports for Supervisors
 - Comprehensive Legal Vision Work Group Updates
 - Conciliation Court Procedure
- 10:00-10:30 Break with refreshments/Check Out
- 10:30-Noon Breakout Sessions:
- 2015 Case Law and Legislative Update
 - Dealing with Difficult People
- Noon-1:30 ****New MFSRC Board Meets****

Tuesday, October 6, 2015

- 7:00-8:30 Breakfast
- 7:30-10:30 Registration
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- 8:35-10:15 **KEYNOTE:** We Are All Criminals
Emily Baxter
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 - Vital Signs
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- Dinner on your own
- 7:00-11:00 Networking

Wednesday, October 7, 2015

- 7:00-8:30 Breakfast
- 8:30-10:00 Breakout Sessions:
- What's More Important at Work, IQ or EQ??
 - Reports for Supervisors
 - Comprehensive Legal Vision Work Group Updates
 - Conciliation Court Procedure
- 10:00-10:30 Break with refreshments/Check Out
- 10:30-Noon Breakout Sessions:
- 2015 Case Law and Legislative Update
 - Dealing with Difficult People
- Noon-1:30 ****New MFSRC Board Meets****

MINUTES
of
Pine County Facilities Committee Meeting
Wednesday, July 6, 2015, 9:00 a.m.
Commissioners' Conference Room
Pine County Courthouse, Pine City, Minnesota

Members present: Commissioner Matt Ludwig, Commissioner Josh Mohr

Others Present: Jeff Nelson, County Sheriff; Rick Boland, Jail Administrator; Mark LeBrun, County Engineer; David Minke, County Administrator.

Commissioner Ludwig called the meeting to order at 9:00 a.m.

Agenda Additions: (1) add discussion of sheriff impound lot, (2) remove boiler quotes

Motion by Commissioner Mohr to approve the Agenda as amended. Second by Commissioner Ludwig. Motion carried 2-0.

Motion by Commissioner Mohr to approve the Minutes of the June 3, 2015 Facility Committee meeting. Second by Commissioner Ludwig. Motion carried 2-0.

Jail Administrator Rick Boland presented the recent jail inspection by the Minnesota Department of Corrections (DOC).

- The jail was compliant on 126 of the 126 mandatory items.
- The DOC recommended replacing clothes hooks with a new design that is safer. Funds are available in the jail budget.

Motion by Commissioner Ludwig to replace the clothes hooks at an estimated cost of \$9,000. Second by Commissioner Mohr. Motion carried 2-0.

- The fire sprinklers in the jail are not tamper safe and some inmates have intentionally broken them to cause a disruption. Boland has three (3) quotes for replacement with the least expensive from Brothers Fire to replace 52 sprinkler heads for \$5,800. The committee requested Boland consider replacing only the sprinklers in the most critical areas. Funds are available in the jail budget.

Motion by Commissioner Ludwig to accept the low quote of Brothers Fire in the amount of \$5,800 for replacement of sprinkler heads. Second by Commissioner Mohr. Motion carried 2-0.

Indoor Air Quality and Mold Assessment Report

The county retained the firm Carlson McCain to conduct indoor air quality and mold assessment at the Pine Government Center (315 Main St., Pine City). The study concluded "All indoor mold spore concentrations, carbon monoxide concentrations, room temperatures, and relative humidity reading are within accepted limits. No discoloration consistent with mold or moisture penetration was observed." One concern was the carbon monoxide from the garage space on the south side of the building. An exhaust fan is recommended. County Engineer Mark LeBrun is working with the city to get a fan to exhaust the carbon monoxide.

Sheriff's Impound Lot

The impound lot is located at the Public Works facility in Sandstone. There have been instances of theft and vandalism to some of the impounded vehicles. It is estimated that it will cost approximately \$10,000 to move the fence and add razor wire to the bottom to increase the security. The area around the lot will also be cleared of brush to increase visibility. Funds available in the Facility budget.

Motion by Commissioner Mohr to have facilities maintenance work with the sheriff's office to move the fence and get the razor wire installed at an estimated cost of \$10,000. Second by Commissioner Ludwig. Motion carried 2-0.

With no further business, the meeting adjourned at 10:00 a.m.

PINE COUNTY PERSONNEL COMMITTEE

Minutes

July 14, 2015, 9:00 a.m.

**Commissioners' Conference Room, Pine County Courthouse
Pine City, Minnesota**

Members Present: Commissioner Chaffee, Commissioner Rossow

Others Present: Sheriff Jeff Nelson, County Administrator David Minke, HR Manager Matt Christenson, Jail Administrator Rick Boland, Probation Director Terry Fawcett, HHS Director Becky Foss

A. The meeting was called to order at 9:00 a.m.

B. The Minutes from the June 9, 2015 Personnel Meeting were approved.

1. PCSO

- a. Evidence Custodian Temporary Stipend MOU discussion. Discussion was held as to payment for the assignment of evidence tech/custodian. A draft MOU presented by the Teamsters union for such assignment was discussed.

The committee provided direction for Administration to pursue a MOU settlement with the Teamsters union.

- b. Acknowledge the retirement of Dispatcher Audrey Schroeder, effective July 25, 2015 and approve backfill.

Commissioner Rossow motioned to recommend acknowledging the retirement of Dispatcher Audrey Schroeder and approve backfill and to backfill any vacancy created by internal promotion, Commissioner Chaffee seconded. Motion carried 2-0.

2. Jail

- a. Acknowledge the resignation of FT Correction Officer Anne Watrin, effective June 25, 2015 and approve backfill.

Commissioner Chaffee motioned to recommend acknowledging the resignation of FT Corrections Officer Anne Watrin and approve backfill and to backfill any vacancy created by internal promotion, Commissioner Rossow seconded. Motion carried 2-0.

3. Probation

- a. Acknowledge resignation of Probation Agent Laura Stylski effective July 17, 2015 and approve backfill.

Commissioner Rossow motioned to recommend acknowledging the resignation of Probation Agent Laura Stylski effective July 17, 2015 and approve backfill, Commissioner Chaffee seconded. Motion carried 2-0.

4. Administrator

- a. Approve temporary schedule increase for 4-H Summer Assistant Dorothy Scharf and approve temporary wage increase of \$2.00 per hour. Discussion was held as to an ongoing staffing plan for a pending employee leave. Maximum additional budget impact is estimated at \$1,292.

Commissioner Chaffee motioned to recommend a temporary schedule increase for 4-H Summer Assistant Dorothy Scharf and approve temporary wage increase of \$2.00 per hour for approval, effective if necessary to provide coverage during a potential medical leave. Commissioner Rossow seconded. Motion carried 2-0.

- b. County Administrator David Minke annual performance review. Discussion was held as to County Administrator Minke's performance and potential annual performance increase.

Committee recommend a 1.5% annual performance increase for County Administrator David Minke effective on his anniversary date of July 2, 2015 for approval.

5. HHS

- a. Approve the creation of a Child Support Supervisor position and authorize recruitment. Discussion was held as to the addition of a Child Support Supervisor position in HHS. Potential options for the hiring process were discussed.

Commissioner Chaffee motioned to recommend approving the creation of a Child Support supervisor position and advertise internally and externally for approval, Commissioner Rossow seconded. Motion carried 2-0.

- b. Authorize the hiring of an additional Social Worker to be assigned to work in the Adult and Disability Services Unit. HHS Director Becky Foss presented information on a request for an additional Adult DD Social Worker position. This request is intended to better manage the CCBI and DD dollars received from DHS and staff caseloads. This position will be funded through available state funding.

Commissioner Rossow motioned to recommend the hiring of an additional Social Worker in the Adult and Disability Services Unit and to backfill any vacancy created by internal promotion, Commissioner Chaffee seconded. Motion carried 2-0.

- c. Update on third Child Protection Social Worker position. HHS Director Becky Foss presented information on a pending request for an additional Child Protection Social Worker position presented at the June personnel committee meeting. The request shall remain pending at this time until a viable budget solution is determined.

6. Other

- a. Union negotiations update.

7. The meeting was adjourned at 10:30 a.m.



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda

5 mins. 10 mins. 15 mins. Other

Personnel Committee

Other _____

Agenda Item: Pine County Liquor Ordinance Enactment

Department: Auditor-Treasurer

Cathy Olmstead
Department Head signature

Background information on Item:

Following the 30-day public comment period, none were received and therefore, request County Board approval of proposed Pine County Liquor Ordinance amendment and repeal of Ordinance No. 2014-1 adopted May 6, 2014.

Action Requested:

Financial Impact:

ORDINANCE NO. 2015-04

PINE COUNTY LIQUOR ORDINANCE

The purpose of this Ordinance is to regulate the sale of liquor on Sunday, allow for seasonal liquor licenses, provide for the payment of property taxes of the licensed premises and setting a fee for the renewal of existing liquor licenses as authorized by Chapter 340A of the Minnesota Statutes.

THE BOARD OF COMMISSIONERS OF PINE COUNTY ORDAINS:

SALE OF ON-SALE LIQUOR AT COUNTY LICENSED RESTAURANTS ON SUNDAY

Restaurants that are licensed by Pine County for Sunday on-sale intoxicating liquor may commence serving intoxicating liquor at 10:00 o'clock a.m. on Sunday.

No restaurant shall be allowed to commence sale of intoxicating liquor at 10:00 o'clock a.m. on Sunday unless approval is granted by majority vote of the Township Board of Supervisors.

Restaurants that commence servicing intoxicating liquor between 10:00 o'clock a.m. and noon on Sunday are required to meet the requirements of Minnesota State Statutes.

SEASONAL ON-SALE LIQUOR LICENSES TO RESTAURANTS AND CLUBS

Pine County avails itself of M.S. 340A.404 and, with the approval of the commissioner of public safety, may issue up to ten seasonal on-sale licenses. A seasonal license shall be valid for a period not to exceed 9 consecutive months and not more than one license may be issued for any one premises during any consecutive 12-month period. Application and renewal fees associated with seasonal liquor licenses shall be prorated.

FEES - NEW LICENSEES AND RENEWALS

No license for the sale of intoxicating liquor or non-intoxicating malt liquor shall be issued to anyone for sales to be made on premises upon which delinquent property taxes exist.

All new liquor license applicants shall pay the costs associated with the notification requirements pursuant to Minnesota Chapter 340A which shall include but not be limited to publication, mailings, and public hearing.

The license period for an annual liquor license is September 1st – August 31st. The license period for a seasonal liquor license shall not exceed a period of 9 consecutive months.

Any application or renewal must be presented, with all requirements met, 30 days prior to the effective date. For annual liquor licenses, the renewal date shall be August 1st. Applications received after August 1st must include an additional \$100 late fee. For seasonal liquor licenses, any Applications received less than 30 days prior to the requested effective date must include an additional \$100 late fee.

This Ordinance repeals the Ordinance of Pine County Setting the time at 10:00 a.m. for sale of on-Sale Liquor at County Licensed Restaurants on Sunday adopted September 21, 1993 and repeals Ordinance No. 2014-01 adopted May 6, 2014.

This Ordinance shall become effective _____, 2015.

This Ordinance is passed by the Pine County Board of Commissioners this _____ day of _____, 2015.

Stephen M. Hallan, Chairman
Pine County Board of Commissioners
Pine County, Minnesota

Attest: _____
David J. Minke, Pine County Administrator



AGENDA REQUEST FORM

Date of Meeting: July 21, 2015

- County Board**
 Consent Agenda
 Regular Agenda 5 mins. ___ 10 mins. ___ 15 mins. ___ Other ___
- Personnel Committee**
- Other** _____

Agenda Item: Essentia 2014 Ambulance Fiscal Report

Department: Administrator

Department Head signature

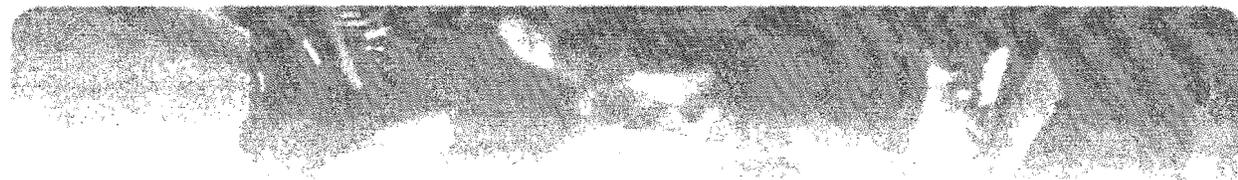
Background information on Item:

Annual report by Essentia Health President/Administrator Michael Hedrix, Essentia Health Director of Ambulance Services Joe Newton.

The County entered into an Ambulance Service Lease Agreement with Pine Medical Center (nka Essentia Health) dated May 20, 2003 to provide ambulance service. This report is made according to Section 7.5 Reports and Meetings with Lessor of the agreement.

Action Requested:

Financial Impact:



Fiscal Year 2014 Pine County Annual Report

**Essentia Health Emergency Medical Services
Sandstone**

Fiscal Year 14 (July 1, 2013 to June 30, 2014)
Report to Pine County

Essentia Health Emergency Medical Services Sandstone (EHEMS) is a department of Essentia Health Sandstone, which is a 25-bed rural, non-profit critical access hospital with an attached 45 bed long-term care facility located in Sandstone, Minnesota, just off of Interstate 35. EHEMS responded to 3192 requests for ambulance services in calendar year 2014, an increase of greater than 60 percent since 2006. Of those responses, 21.68 percent were transported to a hospital. EHEMS services a 1,336 square mile service area in Pine, Kanabec, and Aitkin counties from three base locations in Sandstone, Hinckley, and Pine City. The primary service area consists of a major interstate, casino, federal correctional facility, county jail, portions of the Mille Lacs Tribal Reservation, and sections of three state forests and two state parks. EHEMS consists of 31 employees which is a blend of full time and part time Paramedics and Emergency Medical Technicians.

FY14 has continued to bring advancement for Essentia Health Emergency Medical Services Sandstone, not only to improve the services offered to the citizens, townships and cities we serve in Pine, Aitken and Kanabec counties, but to help position ourselves as a sustainable service in the ever changing world of healthcare and uncertainty regarding future reimbursements.

Besides continuing to advance the ambulance service and position us for the future, FY14 also was exciting as planning for the new medical campus in Sandstone started. This campus will not only involve the construction of a new hospital, but also a clinic and a new facility for our Sandstone based ambulance crew. With this new Sandstone facility, we will have relocated all of our ambulance bases (Sandstone, Hinckley and Pine City) by 2017. These relocations have been due to the changing environment of the needs for the ambulance service and also to provide our crews a "home" type environment while working. Our Pine City base was relocated in February, 2013 to the Northridge Business area and provides quicker access to the interstate and also to highway 61 for response to requests within Pine City. Our Hinckley base is anticipating a move by the end of 2015 to the new Hinckley Public Safety Building; while our Sandstone base will be relocated to the new medical campus when completed.

EHEMS has been fortunate to continue to receive investments in our service through capital expenditures from Essentia Health. Through these investments, the equipment and care provided to the citizens in our service area rivals any of that seen in the larger metropolitan areas.

The remainder of this report will speak to the specific areas of Capital Investments, Financial statements for FY14, and statistics for FY14.

Capital Investment



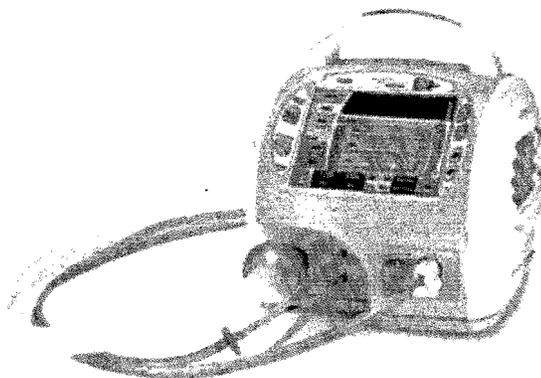
Ambulance

Essentia Health continues to invest in our vehicles to maintain our replacement plan. There was a new ambulance placed in service in June, 2014 at our Hinckley base. This ambulance replaces an outdated 2006 ambulance. Our new ambulance maintains a similar interior layout to the 2012 in Pine City. Our plan is to maintain this layout for all of the ambulances to provide consistency in location of the medical care equipment. This consistency allows

more efficient care to be delivered to our patients by having a consistent layout of supplies. This will allow our staff to work at any of the three staffing locations and to be familiar with the layout. They won't have to 'refresh' themselves on where certain equipment is located by having multiple interior layouts.

Covidien Newport HT70+ Ventilators

EHEMS has purchased two Covidien Newport HT70+ ventilators. These ventilators provided added capability for patient care and transports of additional patients by ground ambulance versus air ambulance due to the bi-level ventilation capabilities (BiPap). By having these capabilities and training, our ambulance service can now provide care and transport to higher acuity patients without the need for costly air transport, thereby working towards decreasing the overall healthcare costs without decreasing the level of care a patient is receiving.



Total Capital Investment

Capital Investment	
2014 Road Rescue Ambulance	\$155,000
2 Covidien HT70+ Ventilators	\$20,000
Total Investment	\$175,000

Financials

Below is the P&L Statement for FY14 for EHEMS. As in past years, we have been diligent and looking towards the future and the changing environment of healthcare to remain viable. EHEMS is fortunate to be a member of Essentia Health. Through this affiliation we are afforded the possibilities to combine resources to provide cost effective healthcare and have the backing of one of the top ACOs in the nation.

REVENUE	
OPERATING REVENUE	4,728,913
DEDUCTIONS FROM REVENUE	2,619,818
NET PATIENT REVENUE	2,109,095
<i>Deductions as a % of Revenue</i>	<i>55.40%</i>
PROVISION FOR BAD DEBT	94,105
NET PATIENT REVENUE LESS PROV FOR BD	2,014,990
TOTAL OTHER OPERATING REVENUE	8,710
TOTAL REVENUE	2,023,700
EXPENSES	
SALARIES, AND WAGES	1,034,585
BENEFITS	369,094
SUPPLIES	44,010
PURCHASED SERVICES	10,590
UTILITIES	10,775
REPAIRS & MAINTENANCE	16,483
DEPRECIATION & AMORTIZATION	113,800
OTHER EXPENSES	324,092
TOTAL EXPENSES	1,923,429
DIRECT OPERATING MARGIN	100,271

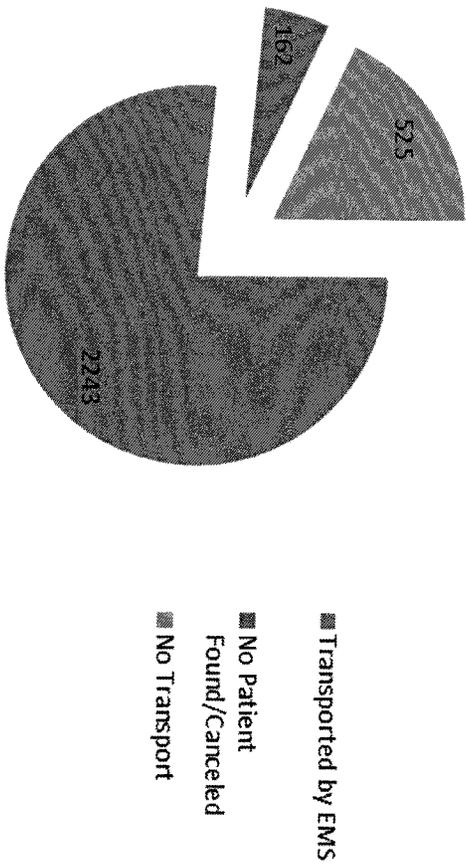
Staff

2 full-time Paramedic management Staff
 5 full-time Paramedics
 3 part-time Paramedics
 10 full-time Emergency Medical Technicians
 7 part-time Emergency Medical Technicians

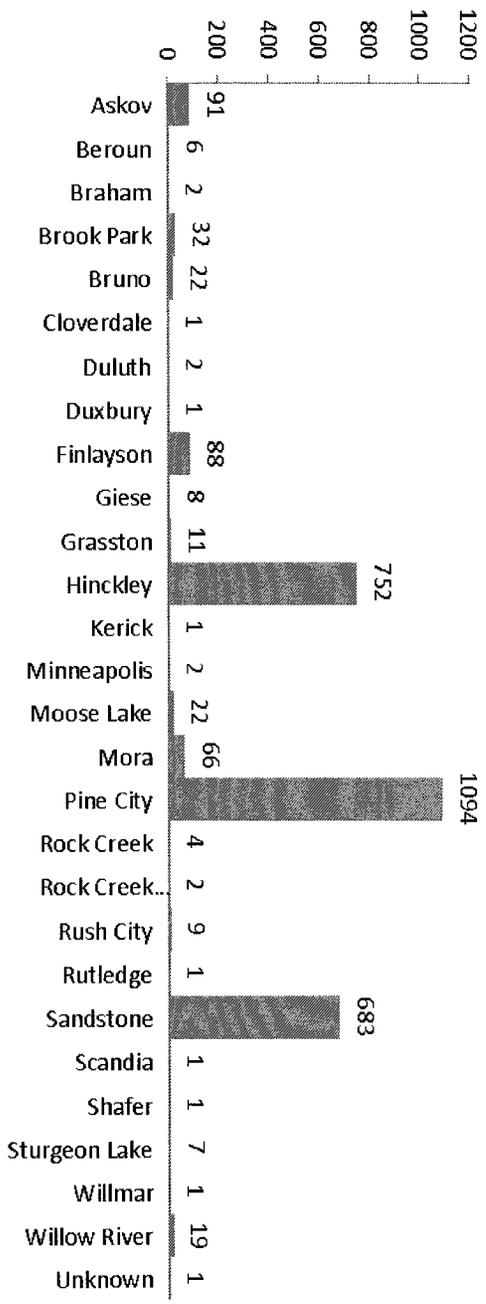
Total Operating FTEs: 24.93

EHEMS Statistics

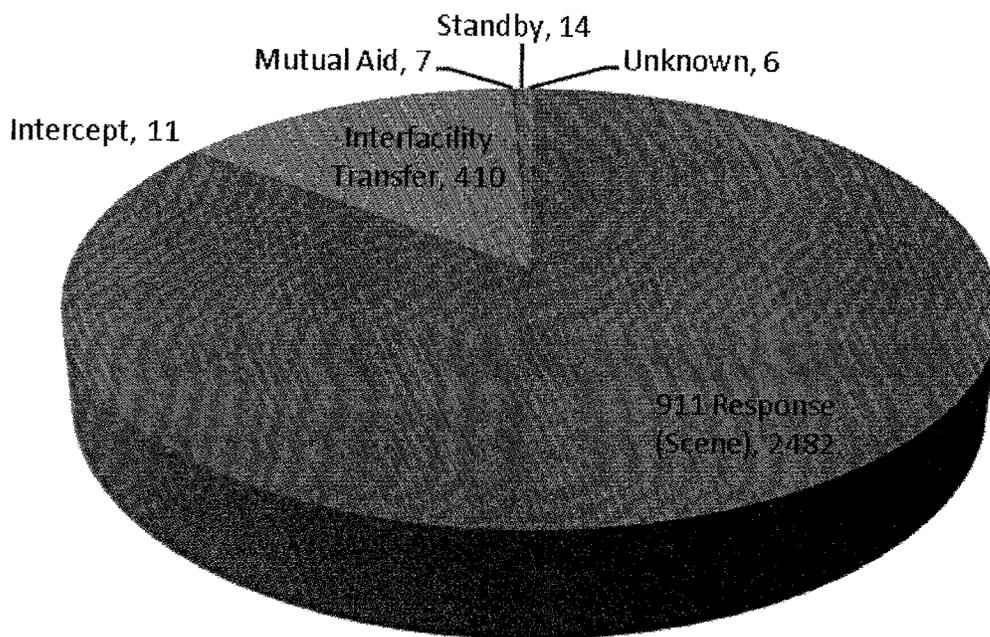
Response Disposition



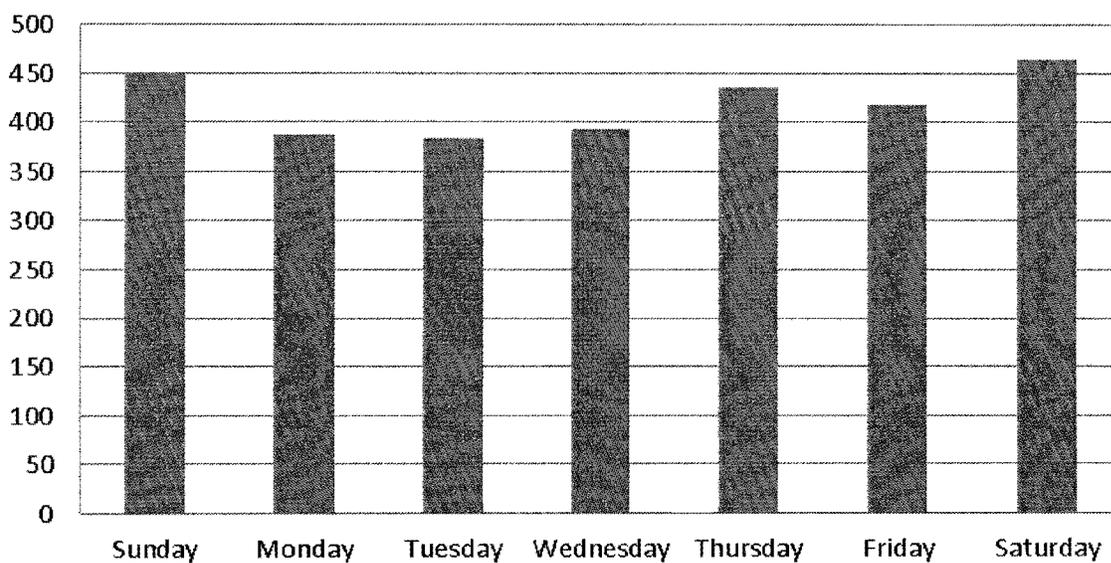
Call Volume by City

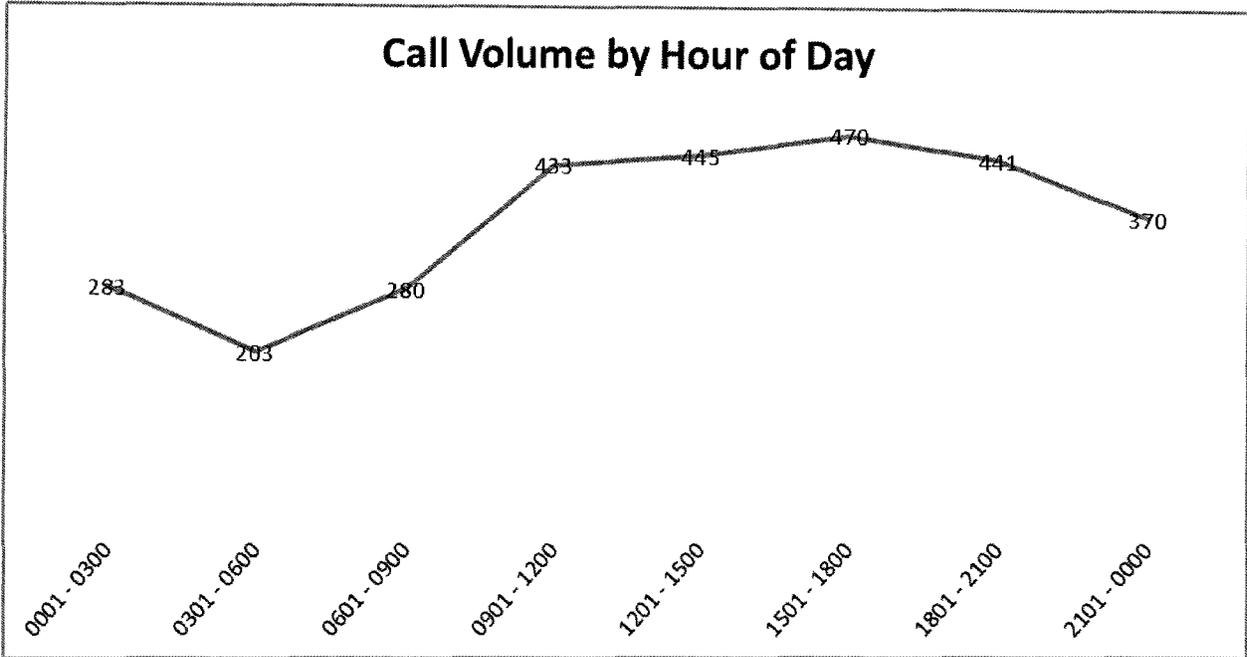


Response Request Type



Call Volume by Day of Week





Destinations with over 10 patients received	# of Runs	% of Runs	% of Transports
Abbott Northwestern	63	2.15%	2.80%
Air Medical Destination	11	0.38%	0.49%
All Other Destinations	65	2.22%	2.88%
Allina Health- Cambridge	120	4.10%	5.32%
Burnett Medical Center- Grantsburg	52	1.77%	2.31%
Essentia Health- Sandstone	897	30.61%	39.80%
Fairview Lakes- Wyoming	181	6.18%	8.03%
Fairview University Medical Center	19	0.65%	0.84%
First Light Health System- Mora	510	17.41%	22.63%
Mercy Hospital- Moose Lake	55	1.88%	2.44%
Miller Dwan- Duluth	22	0.75%	0.98%
North Memorial	13	0.44%	0.58%
Regions Hospital	16	0.55%	0.71%
St. Lukes- Duluth	18	0.61%	0.80%
St. Mary's- Duluth	200	6.83%	8.87%
United Hospital- St. Paul	12	0.41%	0.53%
No Transports/Destination	676	23.07%	0.00%
	2930	100.00%	100.00%



AGENDA REQUEST FORM

Date of Meeting: July 21st, 2015

- County Board**
 - Consent Agenda
 - Regular Agenda
- 5 mins 10 mins 15 mins Other
- Personnel Committee**
- Other** _____

Agenda Item: Probation Comprehensive Plan Presentation

Department: Probation

Terry Fawcett Digitally signed by Terry Fawcett
DN: cn=Terry Fawcett, o=Pine County, ou=Probation,
email=terry.fawcett@co.pine.mn.us, c=US
Date: 2015.06.16 08:24:28 -0500

Department Head signature

Background information on Item:

- This will be a presentation on the 2015 Probation Comprehensive Plan, which will include:
- *Probation Updates
 - *Annual Progress Report
 - *Goals & Objectives
 - *2014 Outcome Measures
 - *Conclusions and Recommendations

Action Requested:

Accept

Financial Impact:

PINE COUNTY MINNESOTA

PROBATION

COMPREHENSIVE PLAN

2015

Reviewed 05-27-15 and Approved by Probation Advisory Committee

Correctional Values

- ⌘ We value early intervention that is meaningful and effective especially for juveniles, but not eliminating adults.
- ⌘ We value being proactive in providing rehabilitation programs and services. Resources should be cost effective. They should prevent repeat offenders as substantiated by research.
- ⌘ We value community safety. Citizens should feel safe in their homes and community.
- ⌘ We value accountability. Offenders should comply with the terms of their probation.
- ⌘ We value community restoration for victims and offenders. Victims' rights should be protected as victims are compensated for their losses. Offenders need to be reintegrated into the community through alternatives to incarceration that are positive and therapeutic.
- ⌘ We value equal resources and programs to all citizens of the county.

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Traditional Diversion
Restorative Justice
 Juvenile ISR
 Repeat DWI ISP
Pre-Trial Services
Electronic Monitoring (REAM)
Juvenile Electronic Monitoring
Cognitive Skills Education

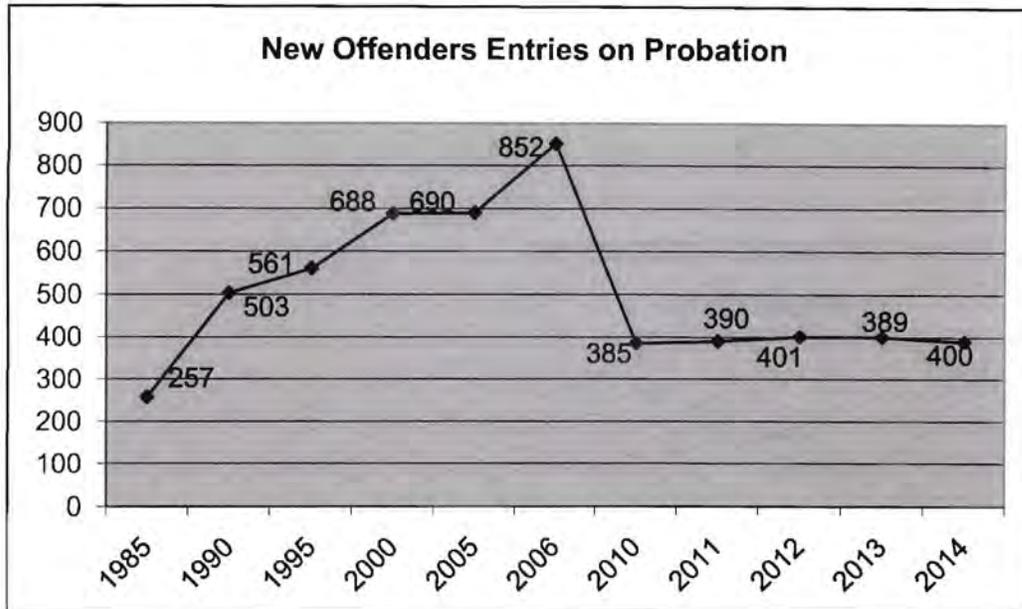
Appendix ... 26

Probation Organizational Chart
Pine County LSCM-I Proficiency Scoring
 Court Services in Minnesota
Probation Mandates & Responsibilities
 Pine County Court Filings
 Minnesota Corrections Trends

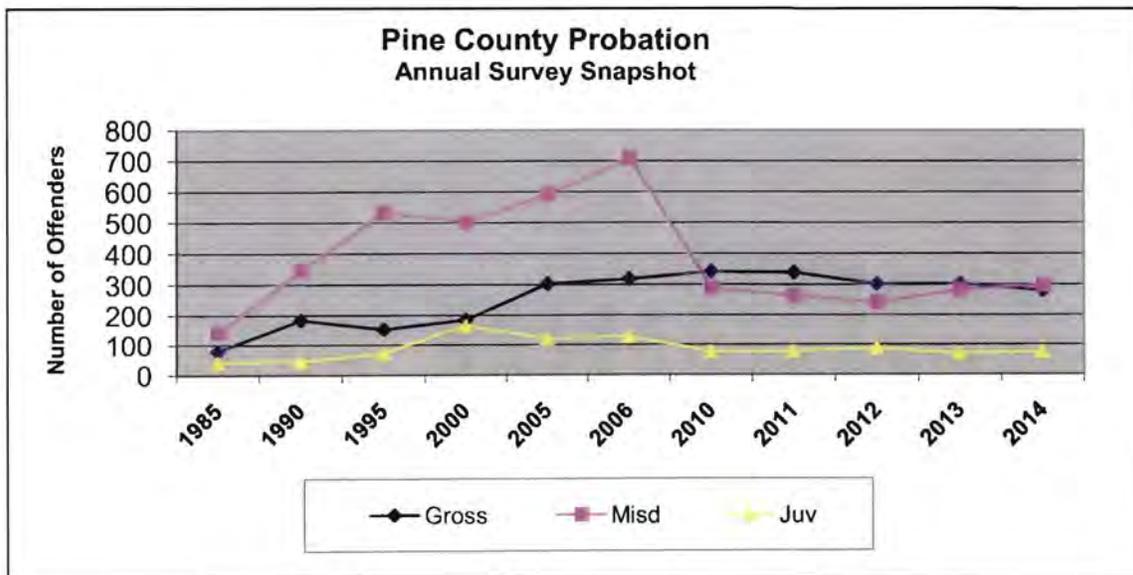
PROBATION UPDATES

Pine County Probation Caseload is Stable

Both the total numbers of new offender entries on probation and the year-end probation survey snapshot numbers have varied little over the past four years. From strictly a number standpoint this shows stability that has not always been there in the past.

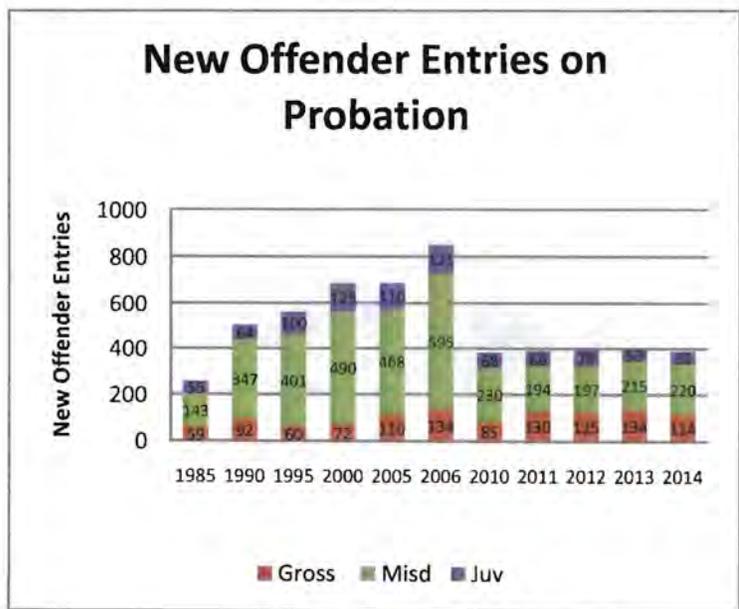
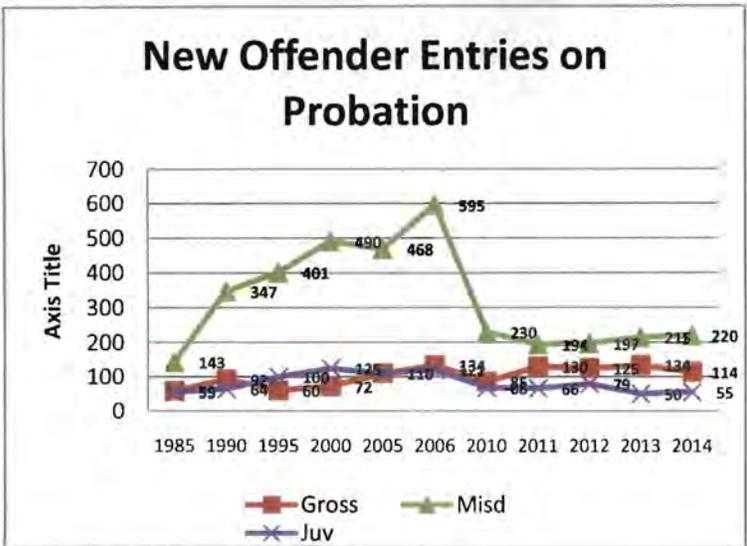


A closer look indicates that the adult misdemeanor numbers increased while the juvenile numbers went back down after an 11% increase the previous year. The total of gross misdemeanor offenders in the snapshot remains slightly higher than the misdemeanor offenders who are typically low risk. This is what you want and would expect under the evidence-based model of probation. In general gross misdemeanor offenders are a higher risk population and there is no need to keep low risk offenders under supervision for any longer than necessary to complete their court-ordered conditions.



	Felony	Gross	Misd	Juv	Offenders	Cases
1985	0	59	143	55	257	
1990	0	92	347	64	503	
1995	0	60	401	100	561	1264 (1996: 1st full year of CSTS)
2000	1	72	490	125	688	1338
2005	2	110	468	110	690	1269
2006	2	134	595	121	852	1390
2010	2	85	230	68	385	
2011	0	130	194	66	390	
2012	0	125	197	79	401	
2013	1	134	215	50	400	
2014	0	114	220	55	389	

TABLES reflect older data in 5 year periods. 2006 is included due to peak year. Last 5 years are listed for current trends.



Changing Probation Caseload Demographics

The table below further identifies trends besides the reduction in misdemeanor traffic offenses and growth in gross misdemeanor offenses over the past six years. The probation survey first categorized offense types in 1996. The data shows changes in types of offenses over the past decade. The data from 2006 is used because it was the year the snapshot numbers peaked.

Pine County caseload demographics show that **repeat alcohol (DWI) and drug offenses continue to top the type of offense** for which offenders are placed on probation.

All Pine County 12-31 Snapshot	2014	2011	2006	2001	1996
Total Offenders	1052	1086	1633	1249	949
DWI	338	453	574	302	293
Drugs	153	131	136	59	37
Theft/Burglary	109	92	121	190	135
Assault	139	89	95	127	112
Traffic	55	61	365	469	159
Sex Offenses	29	32	18	30	28

Growing into Evidence-Based Practice (EBP)

For the past 14 years, corrections in Minnesota as a whole has progressed significantly in implementing evidence-based practice in delivery of probation services. The initial "Eight-Point Plan" presented by the Minnesota Department of Corrections in 2000 included the following elements:

- 1) Automated and Validated Risk Tools
- 2) Cognitive/Behavioral Programming
- 3) Case Plans
- 4) Restorative Justice
- 5) Primary Services
- 6) Supervision Workload Standards
- 7) Transition/Aftercare Planning
- 8) Outcome Measures

The initial hurdles to implementation included lack of funding, staff, resources, and training. There were other things as well that evolved including the continuing rise of probation caseloads in the early 2000's; two major State budget crises one in 2002 and again in 2008; and a major paradigm shift for everyone involved from the Legislature, to administrators, to supervisors, agents, and local funding sources. The Legislature formally acknowledged EBP and came on board in 2009 when they commissioned a study of Evidence-Based Practices in Minnesota.

The 2011 Report to the Legislature provided the following ***Summary of Potential Solutions/Key Recommendations***. In efforts to reduce offender risk, enhance public safety, and provide cost-effective correctional services, the following key recommendations were offered for consideration:

- Support appropriate workload sizes for community supervision through funding supplements. Minnesota has a great deal of expertise in EBP; however, oversized workloads inhibit successful implementation.
- Revisit existing statutes with an EBP perspective; any proposed changes in sentencing laws, guidelines or mandates should require consideration of EBP similar to the current fiscal note process.
- Invest in information systems and technology to measure results.
- Train corrections practitioners, administrators, educators, criminal justice, and community based stakeholders in EBP with the expectation of adherence to implementation of these principles.
- Fund community programs that support risk reduction activities to improve public safety outcomes.

- Establish a commission charged and supported to make recommendations for establishing performance standards, implementation planning, outcome measures, technological enhancements, training curricula, research findings, and quality assurance in EBP and other related criminal justice policies and practices.

The Progression of Evidence-Based Practice in Pine County

Pine County Probation Agents took the first risk-needs assessment training in May of 1999. The Youth Level of Service-Case Management Inventory (YLS-CMI) was the juvenile tool while the Level of Service Inventory-Revised (LSI-R) was the adult tool. The use of the YLS-CMI and LSI-R began slowly as a tool was first used with court-ordered investigations (PDI's and PSI's). In 2002, with the addition of a juvenile agent, the juvenile tool was used to identify high risk offenders for placement in the intensive supervision program. This was the same year the DOC made the tool available for online data entry and funded the copyrighted cost of the assessment tools.

In 2005 Pine County probation modified adult caseloads to a "continuum of supervision" format which was a significant move away from assigning caseloads solely upon the type of offense conviction. Offenders were placed on the continuum based upon a pre-sentence LSI-R risk level or the type of court-ordered conditions. Once conditions were met or risk level went down, the offender moved down the continuum resulting in a lower level of supervision.

When caseload numbers began to decline in the late 2000's the opportunity to do the risk-needs assessment on sentenced offenders became more of a reality. In August of 2009, adult caseloads transitioned so that agents supervised offenders based upon their risk level. All offenders with restrictive conditions were being seen for an intake to complete a risk-needs assessment. The downside was that it often took 8-12 weeks to get the intake scheduled. When there was a staffing cut in 2011, both adult and juvenile caseloads were capped based upon the risk level. The juvenile high risk caseload was targeted at no more than 15 while the medium risk was 30 juveniles. On the adult side the high supervision adult caseload was targeted at no more than 30 and the medium supervision at 60 offenders. The lowest risk offenders were placed on unsupervised probation as monitored by the probation case aide and an alternative intake plan was developed. It is only now in 2014 with the addition of a part-time agent that the intake process can occur within 2-3 weeks after sentencing. Today we also see the very low risk offenders closed out administratively when court-ordered conditions are met.

Over the past 15 years EBP training has become mandatory and new agents with such training are highly sought after. The training has consisted of the risk-need companion elements of the original Effective Case Management training, Motivational Interviewing, Case Planning, and Cognitive Skills programming. Not only must the agent get the initial training in each area but were required to do annual booster training. Once an offender was identified as high, medium, or low risk- the agent becomes the change agent motivating the offender to make choices in the areas they are at higher risk in. The agent and offender put together a case plan with goals that will ultimately lower the offenders risk in the areas that put the offender in the greatest risk to reoffend. The training itself has become much more hands-on with voice recorded sessions of application with offenders, feedback, and regular quality assurance sessions. These elements keep the agents from drifting away from the primary EBP principles.

Also consistent with the initial Eight-Point Plan, Pine County Probation brought in cognitive skills education first in 2001 and developed the juvenile restorative justice program in June 2004. Planning for effective transition from placement has been a goal of the Juvenile ISR Program since inception in 2002 with additional emphasis on goal setting from the onset with PlacementProgress.com. Reviewing and evaluating program outcome measures has been a primary function of the Probation Advisory Committee since 2003.

The Department of Corrections has taken leadership responsibility for promoting EBP in Minnesota when they created a position within the department to focus on development and training of EBP both in the institutions and the field. Pine County Probation partners with the DOC for training, program development, and quality assurance. Adult agents participated in LS/CMI proficiency exercise as facilitated by the DOC (results in the Appendix pg. 28)

Barriers to Completing Probation Tasks

There are other barriers for agents to overcome in doing their probation tasks. A BJA and APPA report on "*Community Supervision Workload Considerations for Public Safety*" concedes that policymakers and correctional administrators are developing innovative solutions to handle the more than 7 million adults under criminal justice control. Yet, they acknowledge that the community corrections field is a misunderstood and undervalued element of the US correctional policy. The first step to improve this under-evaluation is to understand what probation agents do. It is believed that once policymakers have a better understanding of probation agent's tasks they will be more inclined to provide adequate funding for these services. The fact that the field is complex and diversified only complicates the matter.

The new found commitment to EBP with verified, empirical findings in offender community supervision concentrates on recidivism reduction. However, agents are required to complete a host of activities that have little to do with recidivism reduction. Does report writing reduce recidivism? How about waiting in court? What evidence supports pre-sentence investigations or urinalysis? How does time driving to appointments with people on a caseload result in recidivism reduction? Similar to many organizations, officers complete tasks central to the core mission associated with normal business operation. These tasks have little to do with evidence-based practices to reduce recidivism.

Consider the following patterns uncovered in past workload studies:

- A workload study found that 35,800 of 37,338 activities the agents in the study completed "were for times of five minutes or less".
- A study of 25,148 agent/offender contacts found that the average contact with an offender was for 18 minutes.
- The average phone contact between officers and clients lasts four minutes.
- Agents work an average of 122 hours a month (after removing time for leave).
- Agents receive or provide training on average 13.5 hours per month.
- Agents spend an average of 5.5 hours per month in administrative tasks or meetings.
- Agents spend an average of 6.8 hours per month of case support associated with offender group work, case staffing/consultation, substitute and backup coverage, and agency resource development.

This same report identified challenges that probation agents confront in their efforts to complete their tasks. Although there are likely hundreds of barriers, they were grouped into eight categories.

Supervisee-based barriers

Probationers are not identical and each requires a different level of effort on the part of the agent. In addition, one would expect that collateral consequences experienced by different types of individuals will affect the amount of time agents spend with their clients.

Officer-based barriers

Agents possess different skill sets, years of experience and training; with some agents naturally better at performing certain functions than others, and more experienced staff may be more proficient at completing tasks. Each agent comes with their own belief system about their job and offenders that will impact how they react to a situation. Probation agents have considerable discretion to decide how their time is used and how their actions impact public safety. Stress, cynicism, and burnout can be occupational hazards.

Situational-based barriers

These are factors based upon the dynamics of the task or relationship between the offender and the agent. Examples can include:

- Travel time
- Home visit barriers
- Unexpected findings
- Waiting
- Collaboration
- Public demand
- Cultural influences

Sanction-based barriers

These are barriers related to the conditions ordered by the Court. Recognizing that all court orders are not the same, agents must sometimes put skills and practices together that are responsive to the specific court order. The need to develop specific practices and case plans makes the agent's tasks take longer to complete especially when it may involve program or treatment referrals, insurance coordination, placement staffing, or working with limited financial resources when fines, fees or program costs exist.

Agency-based barriers

Unclear agency mission, policies or expectations can present barriers as well as lack of leadership or administrative support.

Occupational-based barriers

This occupation is based on human interactions, which are anything but predictable. The supervisee's behaviors will influence the amount of time that agents must spend on tasks, and these behaviors are often beyond the control of agents. There may also be a lack of definitions of probation standards

Community-based barriers

Different communities emphasize certain types of behaviors and expect criminal justice officials' behaviors to be directed towards addressing those behaviors. One author noted five challenges that rural officers face including physical distance, isolation, resources, unique cultural dynamics, and social dynamics. Each of these challenges directly influences workload and they have the potential to influence the amount of time it takes to complete different tasks. It may take rural officers twice as long to get to their site visit.

State-based barriers

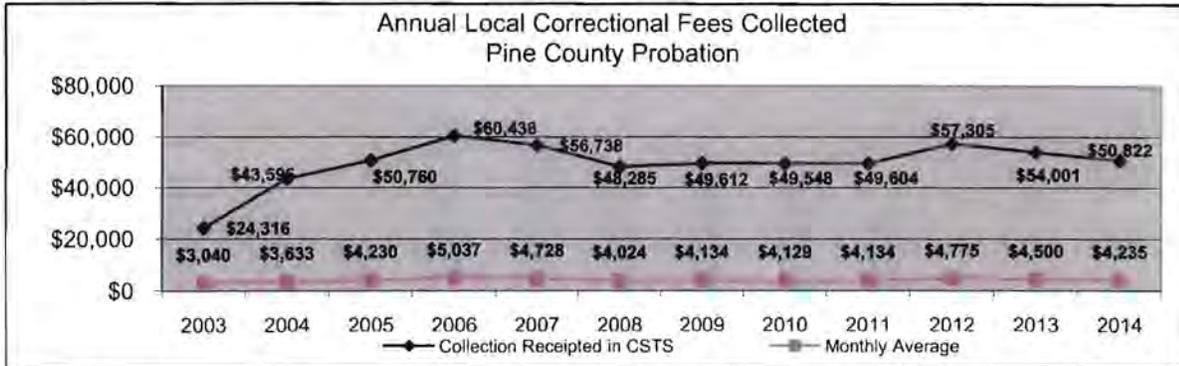
No two states have the same laws describing probation and parole agent's tasks. Also, differences arise in policies, budgets, priorities, lack of statutory guidance, officer classification, and changing codes.

State budgets will also influence probation and parole agent tasks, as well as the time to complete tasks. Correctional budgets vary across the states, and the amount of funds devoted to probation and parole also varies.

These factors do not consider the prevalence of issues such as chemical dependency and mental illness or the impact of technology as discussed last year in the 2014 Comprehensive Plan.

Correctional Fees

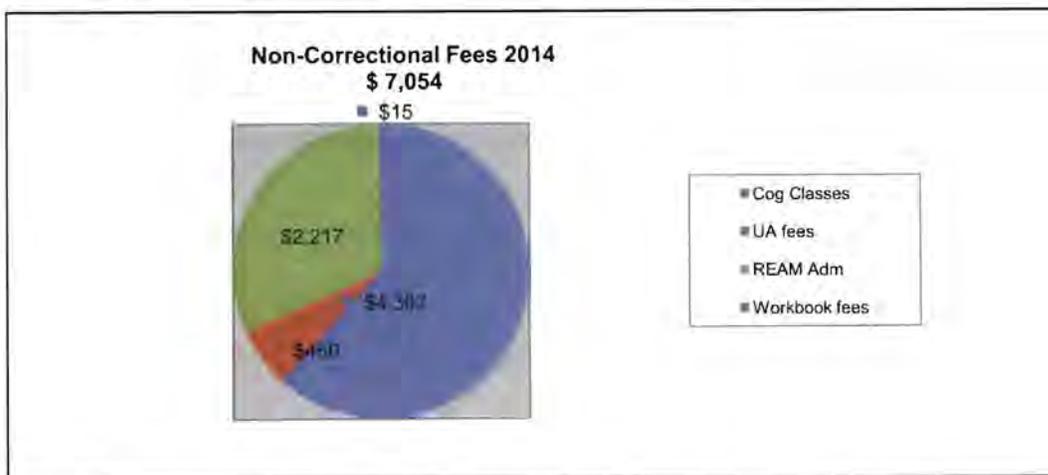
Local correctional fees were implemented by Pine County Probation in April 2003 and increased in January 2009. The current fee structure is based upon the length of the term of probation rather than a 'one size fits all' flat rate. Currently, fees are assessed at \$ 10 per month of probation. The impact of the increase in fees has helped to keep fee collection stable. The 2009 increase has yet to establish the potential revenue as projected due to the reduced misdemeanor numbers and the impact of the economy on collection rates.



By statute, local correctional fees cannot supplant county funding but certainly have played an important role filling the funding gap from the state over the past few years. In 2013 offenders paid 9.4 % of the budget making up a portion of the state funding deficit. The state contributed 30.3 % of the revenue while the local county levy paid 58.8 %. Pass through dollars were excluded.

Pine County Probation Fees at a Glance	<u>2003-2014</u>	<u>2014</u>
Local Correctional Fees collected	\$ 595,027	\$ 50,822
Referred to MN Revenue Recapture Program	\$ 473,176	\$ 49,744
As recovered through Revenue Recapture	\$ 103,328	\$ 10,665

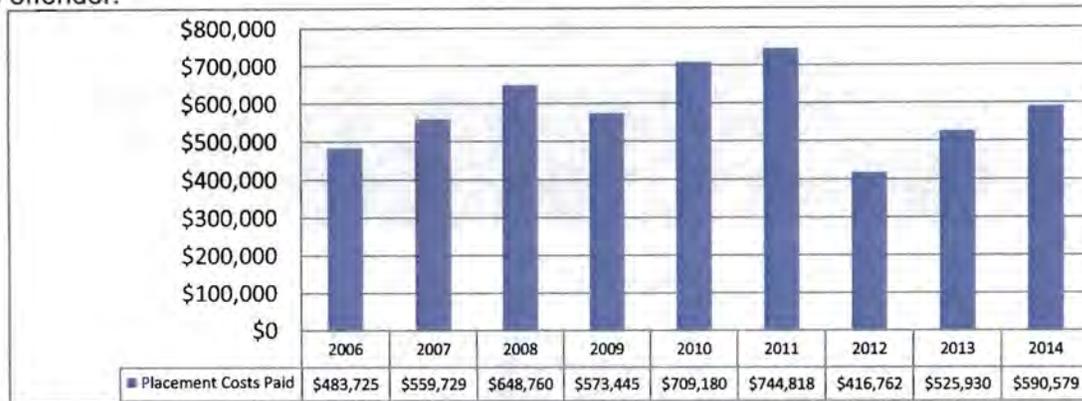
Pine County Probation also charges **other fees to defray specific programming costs** in the department. The fee module in CSTS has made expansion of fees and collection a relatively easy task. In 2013 this revenue generated an additional \$ 8,916.



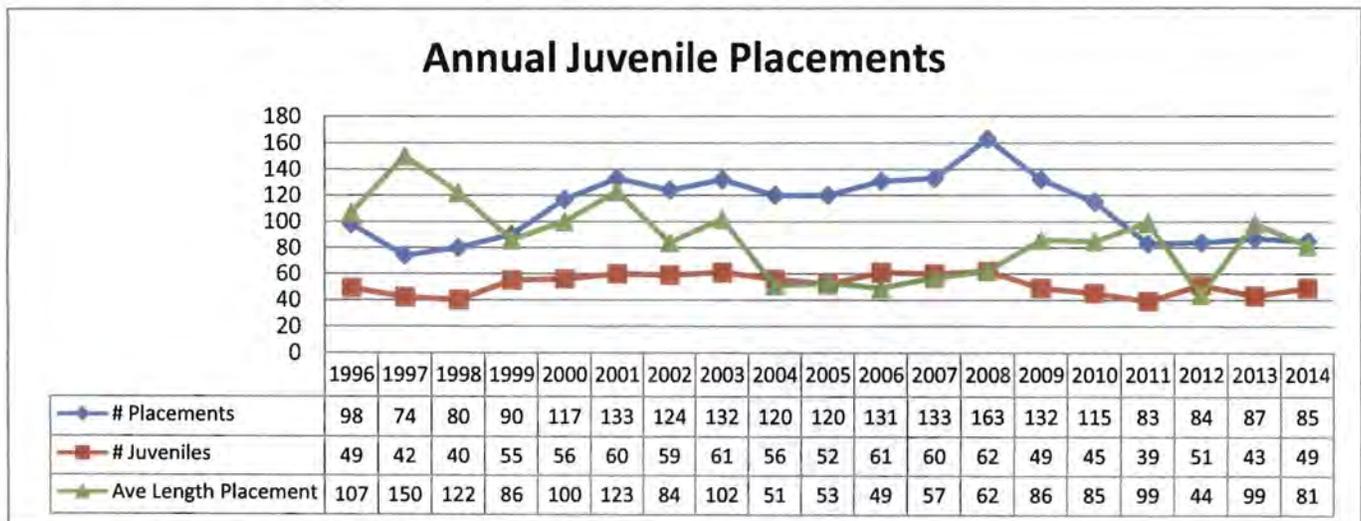
The Department of Corrections also charges a local correctional fee. They also impose a one-time fee of \$ 100 per misdemeanor, \$ 200 per gross misdemeanor and \$ 300 per felony case. Their revenue goes into the state general revenue fund.

Juvenile Out-of-Home Placements

Interagency collaboration between Pine County Probation and Health and Human Services is key to addressing the cost of out-of-home placements. A separate placement budget tracks probation placements in the Health and Human Services budget. Strategies are in place to keep placement dollars down recognizing there will always be the budget busters – the juvenile who commits the heinous crime, juvenile sex offenders requiring sex offender treatment, juvenile offenders with serious mental health issues, and the chronic serious juvenile offender.



In 2013 out-of-home placement costs increased from the previous year to \$ 525,930; yet, the amount was still below the previous five year average of \$ 618,593. The total number of placements went up slightly but saw a decrease in the number of youth who were in placement. This resulted in an increase in the average length of placement. 2014 resulted in several "Budget Busters" that contributed to a spike in placement costs.



PROBATION ADVISORY COMMITTEE

Mission Statement

To actively participate in the review of probation services, programs, goals, and strategic planning in Pine County and make recommendations to policy and decision makers about such probation issues in order to enhance programming in the county and ensure it is efficient and effective.

Members

Law Enforcement:	Sargeants Kunz and Ouverson
Local Jail:	Brent Jahnz
Prosecution:	Reese Frederickson
Defense:	Mac Guptil
Judiciary:	Hon. James T. Reuter and Hon. Krista K. Martin
Education:	Cheryl Bjerke
County Probation:	Jeremie Reinhart
State Probation:	Joseph Ryan
Social Services:	Rebecca Foss
Mille Lacs Band:	Oliver Gibbs
District 1 Citizen:	Lee Williams
District 2 Citizen:	Amanda Wimmer
District 3 Citizen:	Mike Milano
District 4 Citizen:	Bill Morgan
District 5 Citizen:	Mark Diggan

Committee Staff

Probation Director	Terry Fawcett
DOC Supervisor	Randy Tenge
Recorder	Suzanne Thompson of the Probation Department

The Probation Advisory Committee created the first Comprehensive Plan in 1999. Each year the Pine County Board, the PICK Judicial Bench, and the Department of Corrections have reviewed the plan.

ANNUAL PROGRESS REPORT

During the past year the Advisory committee has met the goals and objectives set forth in the prior year's comprehensive plan. Those goals included:

Follow the implementation of Evidence Based Practices (EBP)

- Both DOC and Pine County probation have provided regular reports on staff training and quality assurance efforts. The past year has concluded updated training in Motivational Interviewing and Case Planning. Ex. LS/CMI proficiency exercise.

Identification of Barriers and/or Gaps in Probation Service Program Delivery

- The lack of statutory mandated funding has been a big barrier to providing services. State CPO funding has declined to approximately 30% resulting in increased dependence on local levy dollars to fund county probation services.

Ensure Local Correctional Needs are Being Met

- Meth Task Force. Periodic reports have been provided to the Advisory Committee. The Task Force had a booth at the county fair last year. There was considerable discussion about the issues surrounding synthetic drugs and bath salts that have hit the drug scene.
- Cognitive Skills Education Programming The Probation Advisory committee has followed the second year of implementing the adult "Cog Skills" program developed by Pine County Probation and the similar program implemented by Teen Focus for juvenile offenders. The Probation Director is scheduled to meet with Teen Focus to look at ways of improving this service to juveniles, including logistical and culturally specific issues/concerns.
- Pine County Jail RAP Program Brent Jahnz provided an overview of the release advanced planning program that works to transition Pine County inmates back to the community after incarceration. The program is currently underutilized, in part, due to a high number of client's being boarded in from other counties and/or the Department of Corrections. Guidelines for the program are that the inmate must be a Pine County resident.

Review and Evaluate Current Technology Trends

- In May there was extensive discussion about the impact of technology on probation. These factors were identified and outlined in last year's comprehensive plan.
- In November noted a new alcohol monitor that uses facial recognition and has a GPS feature.
- Discussed the upcoming addition of the Supervision Violation Report to CSTS, the probation case management system.

Track Correctional Costs and Funding Levels

- The committee received reports from both county and state probation on budget implications regarding correctional funding and programming. As noted above, the funding aspect is the greatest barrier to effective probation service delivery.
- The committee also received reports on the collection of local correctional fees and the cost of juvenile placements.

Review Outcome Measures for Each County Program and Service Area

Another important piece to EBP program evaluation is to ensure that the programs are successful especially when balanced with cost effectiveness. Throughout the year the committee received program updates. In January they reviewed in greater detail the annual outcomes as reported in this plan and provided feedback on them. The current programs with outcomes include:

- Juvenile Diversion Program
- Juvenile Restorative Justice
- Juvenile Intensive Supervision Rehabilitation (ISR) Program
- Repeat DWI Intensive Supervision (ISP) Program
- Pre-Trial Services
- REAM: Remote Electronic Alcohol Monitoring
- Juvenile Electronic Monitoring
- Cognitive Skills Education

In November 2013 Contract Agent Ravi Roelfs came to the Probation Advisory Committee meeting. He presented an update on both the **Juvenile Diversion** and **Restorative Justice** programs.

Provide local feedback to the DOC District Supervisor as requested

No requests were made.

Evaluate effectiveness of probation programs and service areas based upon staff and resources available.

- Staffing Limitations have impacted a number of services in the County Probation Department.
 - a. Pre-Trial supervision has become reactive vs. proactive. Currently 339 bail studies have been completed in the past year.
 - b. Field visits for other caseloads has also been pre-empted by other probation responsibilities.
 - c. Instruction of the cognitive skills program in-house has again reduced workload time by eight hours per week.

Advisory Committee Goals & Objectives – Plan for 2014-2015

Goal	Objectives
1 Follow the implementation of Evidence Based Practices (EBP)	<ul style="list-style-type: none"> • Understand the basis of EBP • Follow practices being incorporated into Pine County Probation services.
2 Ensure local correctional needs are being met.	<ul style="list-style-type: none"> • Identify missing community resources and interventions • Identify barriers and/or gaps in probation service program delivery • Follow the Local Collaborative Time Study programming • Follow the Meth Task Force activities
3 Review and evaluate current technology trends	<ul style="list-style-type: none"> • Monitor drug and alcohol testing methods • Monitor electronic monitoring methods • Follow efforts to integrate information services • Explore other technology trends that may impact probation services.
4 Track correctional costs and funding levels	<ul style="list-style-type: none"> • Follow out-of-home juvenile placement costs • Assess impact of funding levels on both county and state probation programs and services • Review any grant funding that may be obtained. Follow outcomes and/or requirements. • Follow the impact of local correctional and other fees on probation budget • Monitor legislation that may impact probation funding and services especially unfunded mandates.
5 Review outcome measures for each county program and service area. Expand as appropriate.	<ul style="list-style-type: none"> • Track outcomes for the new pre-trial program and restitution project • Use the Comprehensive Plan as a working tool • Determine if programs are meeting identified goals • Evaluate program efficiency and effectiveness • Evaluate cost effectiveness
6 Provide local feedback to the DOC District Supervisor as requested	<ul style="list-style-type: none"> • Be a sounding board for the DOC on issues that impact at the grassroots level.
7 Evaluate effectiveness of probation programs and service areas based upon staff and resources available.	<ul style="list-style-type: none"> • Assist policy makers in making critical decisions • Hold the service delivery system accountable in expectations • Provide the means to establish effective strategies for quality improvement

CONCLUSIONS & RECOMMENDATIONS

The Probation Advisory Committee:

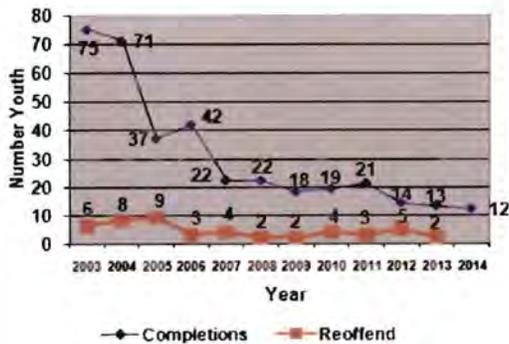
- *Supports the EBP direction and implementation of EBP practice by both Pine County Probation and the Department of Corrections.*
- *Believes that implementing EBP programs puts the dollars where there is the most benefit based on proven effectiveness.*
- *Supports staffing which is consistent with EBP practice and needs.*
- *Supports the use of technology, in particular the electronic monitoring with juvenile offenders as a cost effective placement alternative.*
- *Supports the current Cognitive Skills program and would like to promote and see as many offenders as possible exposed to this research supported intervention. Possible expansion of criteria should be explored to maximize exposure to "Evidence Based Principles." Juvenile Cog skills will be mindful of cultural differences.*
- *Believes it is important to continue to evaluate programs. There is special interest in the Cognitive Skills program and expanding the current outcomes to include the satisfaction surveys and recidivism rates as they become available as compared to the previous program.*
- *Supports the exploration of implementing a Pine County DWI education program that will generate revenue to Pine County, as well as provide a local service to residents of Pine County.*
- *Supports the exploration of working with the County Attorneys office in expanding eligibility for Diversion/Restorative Justice.*
- *Believes that a strong professional alliance and collaboration with Mille Lacs Band is important in assisting native offenders, especially Juveniles to change. Pine County Probation, along with Health & Human Services, will continue to meet monthly with Family Services leadership to seek common understanding and work collaboratively on program development.*

2014 OUTCOME MEASURES

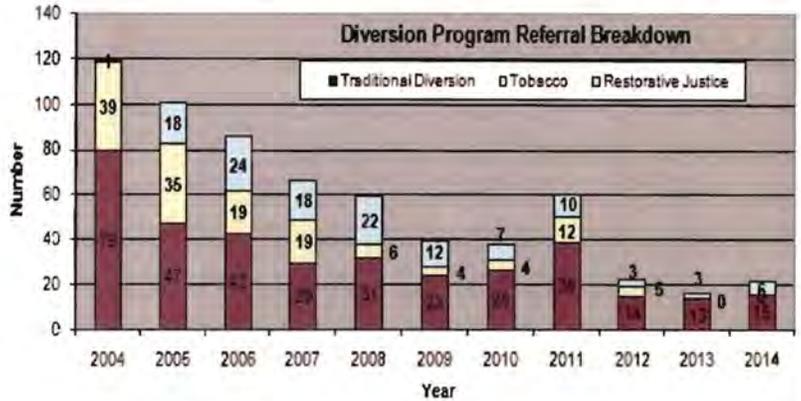
Juvenile Diversion

Goal	Strategy	Outcomes
Our traditional Division program will assist the first-time juvenile offender to change so as to lower the chances of the youth re-offending.	<ol style="list-style-type: none"> 1) Track recidivism rates of juvenile diversion offenders 2) Implement a pre and post-program survey that will measure whether diversion participants can identify healthy options versus criminal behavior. 	<ol style="list-style-type: none"> 1) Keep down the number of first-time offenders from entering the court system. 2) Youth who have been through the program can identify healthy options versus criminal behavior.

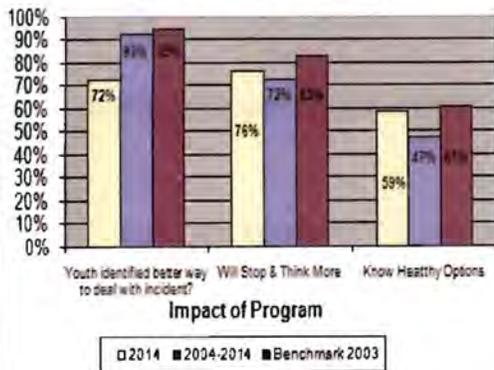
Traditional Diversion



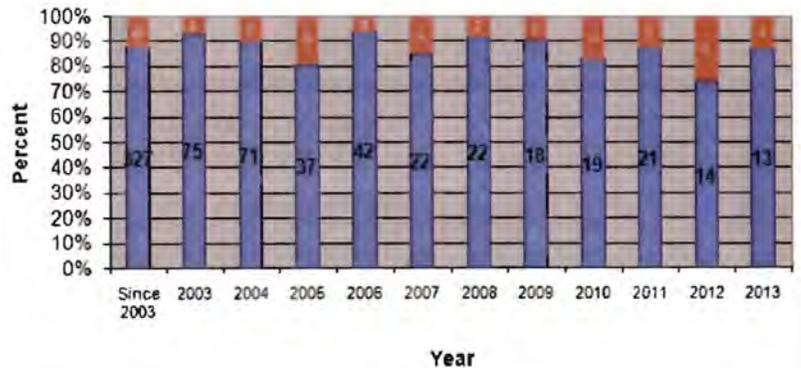
Diversion Program Referral Breakdown



Traditional Diversion Survey



Offenders with No New Offenses 6 months after Discharge



2014 Program Cost: \$ 3609 includes Restorative Justice

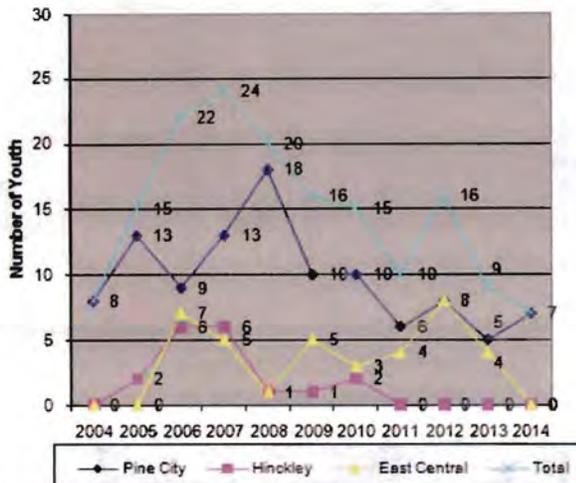
The Juvenile Diversion Program has been in existence in some shape or form since about 1976. At one point the program was administered by a full-time probation officer position. At that time the intervention was much more intensive than is given now. The 1996-99 recidivism rate, used as a benchmark, was based upon any new offenses up to five years or more. The Probation Advisory Committee set a narrower expectation based upon what was reasonable to expect for a one-time intervention. The Restorative Justice Project started in 2004 and has resulted in fewer referrals to the traditional diversion program.

Currently the Diversion program is administered through a contract with an independent contractor. The funding has been through the Caseload/Workload Reduction state subsidy since 2001. The amount of funding has impacted the number of hours dedicated to diversion programming. The FY 2013 subsidy pays for 19 hours per month which includes both diversion and restorative justice programming.

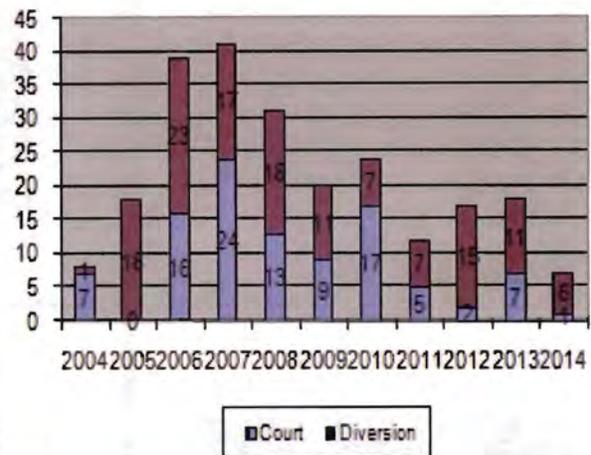
Restorative Justice Project

Goal	Strategy	Outcomes
Integrate juvenile offenders into the community while repairing harm.	1) Panel meeting with community members 2) Panel consensus for appropriate consequences for youth's illegal behavior	1) Reduce recidivism rates for juvenile offenders. 2) Community panel members will feel that they have had a positive impact on the youth as a representative of their larger community. 3) Youth will repair harm to their community by successful completion of their panel contract. 4) Youth will feel that the community is interested in him/her.

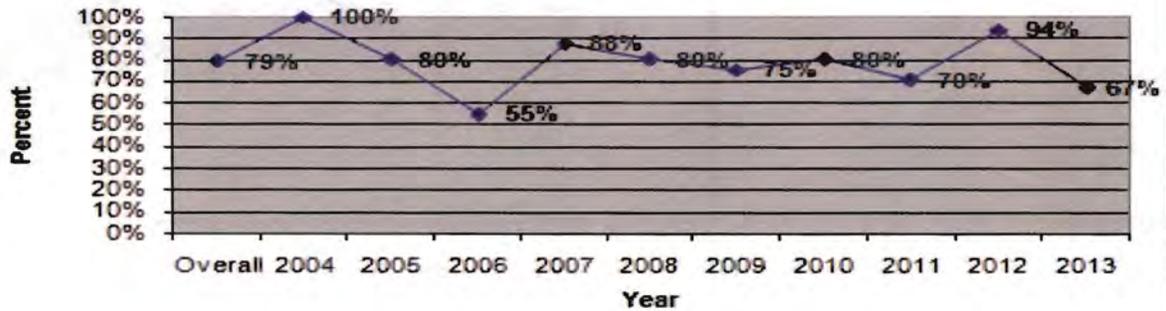
Restorative Justice Completions



Type of Referrals



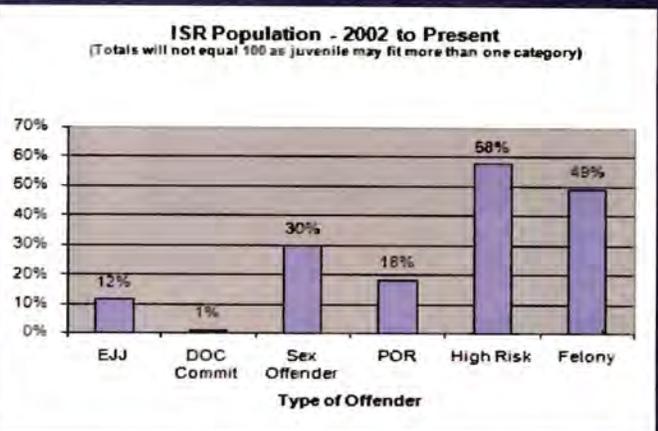
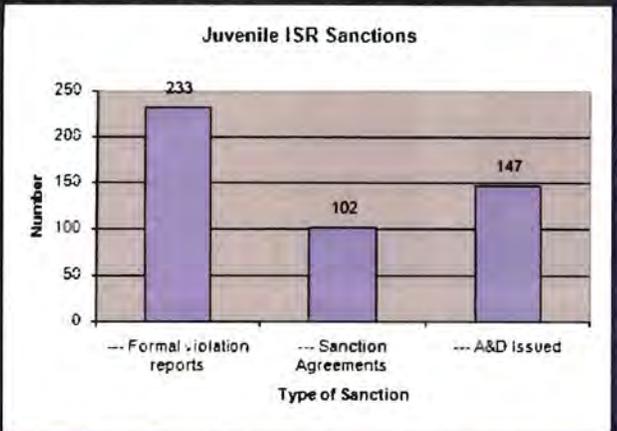
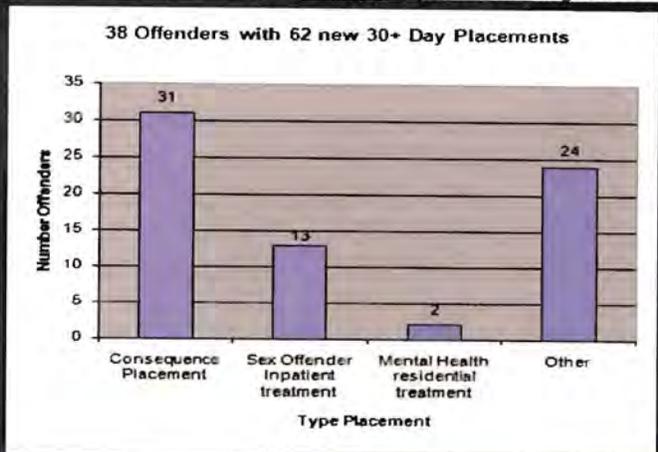
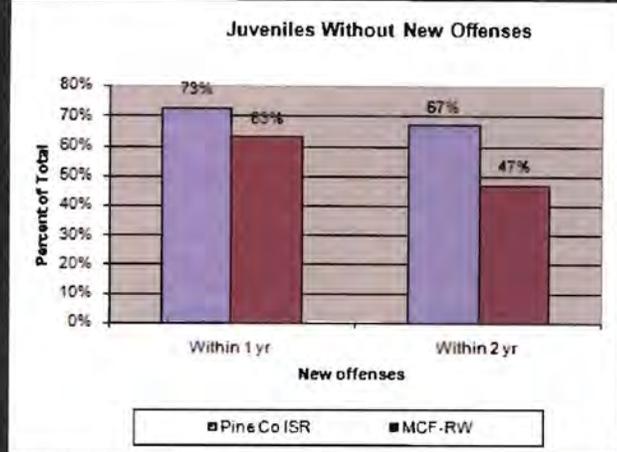
Offenders without New Offenses 6 months after Discharge



2014 Program Cost: \$ 3609 includes Juvenile Diversion

Juvenile ISR Program

Goal	Strategy	Outcomes
Provide a more intense, proactive supervision program for high-risk juvenile offenders that will result in better assessment, coordinated case plans, aftercare & transitional services.	<ol style="list-style-type: none"> 1) Track recidivism rates of high risk juvenile offenders 2) Analyze out-of-home placements for high-risk juvenile offenders 3) Assess youth's progress and compliance in the program 4) Show that intensive supervision rehabilitation program increases cooperative efforts within the criminal justice system. 	<ol style="list-style-type: none"> 1) Reduce recidivism rates for high-risk juvenile offenders while in the ISR program and upon completion of the program. 2) Reduce new out-of-home placements exceeding 30 days for high-risk offenders. 3) Youth will successfully complete the program. 4) Schools, social services agencies, court and law enforcement will be impacted positively by the more intense coordinated effort dealing with youth receiving services.



- **Total juveniles served:** 104 since 2002
- **Subsequent Placement:** 37 % have received new placements in the program that are over 30 days
- **Program Accountability:** 480 sanctions have been implemented at an average of 4.6 per offender
- **Recidivism:** The average period for commission of new offense after discharge is 233 days
- Of the new offenses 31% are Misdemeanors, 17% are Gross Misdemeanors, & 39% are Felonies

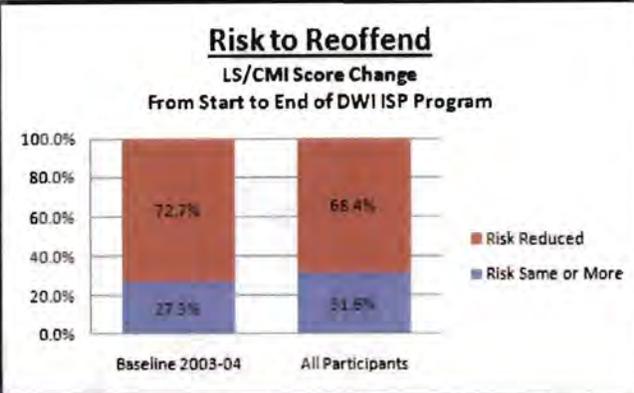
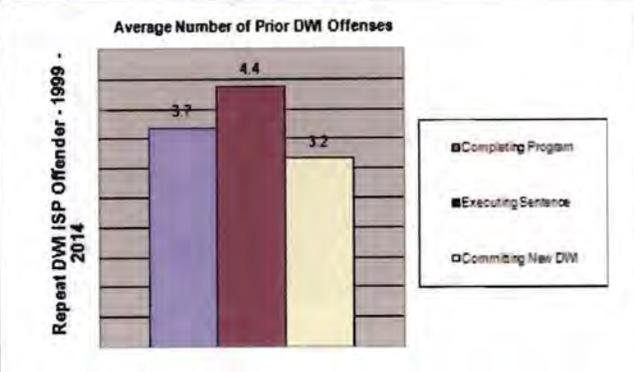
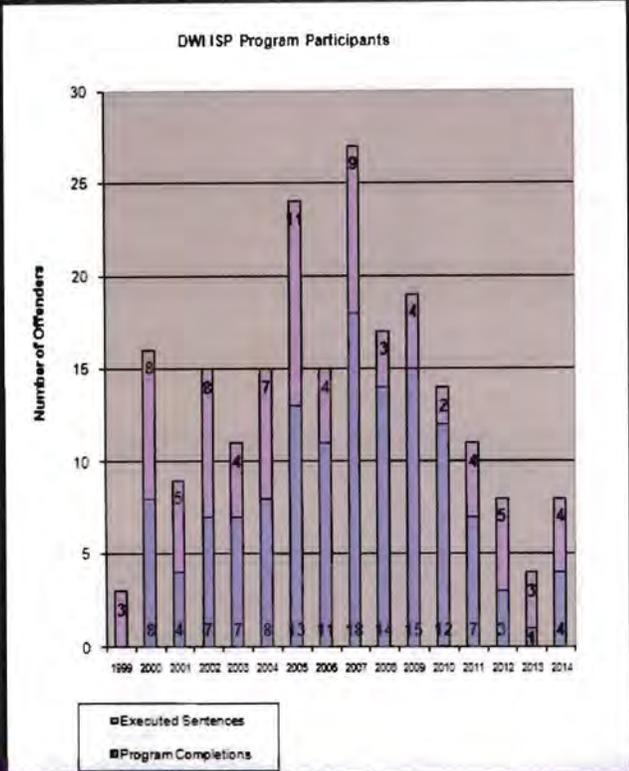
2014 Program Cost: CPO reimbursed agent position

The ISR Agent position was added in 2002 following a "budget buster" year of juvenile placements where placement costs exceeded one million dollars. The new position was subject to the CPO 50% reimbursement and the remainder was funded through a Pine County Collaborative contract. As collaborative dollars started to disappear the reduced funding was first offset by JAIBG Federal grant dollars and now by Local Correctional fees. Additional county cost savings could be inferred through the prevention of other out-of-home placement dollars.

The program has proven to be very effective by providing intensive supervision to the toughest juvenile offenders thus enhancing public safety and providing a last chance effort at rehabilitation in the juvenile system. This also permits the other juvenile agents to move other juvenile matters through the system faster with more individual attention.

Repeat DWI Intensive Supervision Program (ISP)

Goal	Strategy	Outcomes
<p>Provide an intensive supervision program for adult repeat DWI offenders that will increase public safety, hold program participants accountable, reduce recidivism, and rehabilitate offenders.</p>	<ol style="list-style-type: none"> 1) Increase accountability of program participants by closely monitoring activities. 2) Provide a structured program involving variable levels of supervision based upon progress. 3) Impose sanctions when participant violates program conditions whenever possible rather than formal violation and return to Court. 4) Adequately address the chemical dependency needs of program participants. 5) Reduce mandatory jail sentences with the statutory permitted ISP program alternative. 	<ol style="list-style-type: none"> 1) Participants will face consequences for relapses while in the program including appropriate treatment programming. 2) Sanctions will be imposed for violations. 3) Offenders will successfully complete the program. 4) Offenders will not commit a new DWI while in the program. 5) Recidivism rates for repeat DWI offenders will be reduced. 6) Use of the ISP program will reduce jail costs for the county.



- **Completion rate:** 69 % of those ordered into ISP complete the program
- **Recidivism:** 88 % of those who started the ISP program have not subsequently committed a new DWI
- **Rehabilitation:** 100 % who completed the program have successfully completed their CUA recommendations
- **Accountability:** 376 sanctions have been implemented
- **Cost Effectiveness:** The program has saved the county at least \$ 426,649 in jail costs alone. In addition, ISP correctional fees have brought in \$ 74,058.

2014 Program Cost: CPO reimbursed agent position

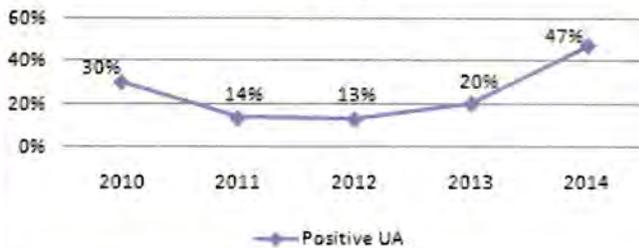
Our Repeat DWI Program was implemented in 1999 with grant dollars from the Department of Corrections. In 2001 Pine County agreed to pick the program costs up utilizing CPO reimbursement, offender program fees, and jail reduction savings to offset the cost of the program to the county. We have kept statistics from the start as part of our grant funding and now as part of these outcomes.

Our ISP Agent is hired as a county probation officer position so that salary and benefits are reimbursed by CPO funding. ISP program participants pay a \$ 720 program fee that goes towards program costs. In addition, the reduction in jail costs for program participants has been shown also offset salary and program costs.

Pre-Trial Services

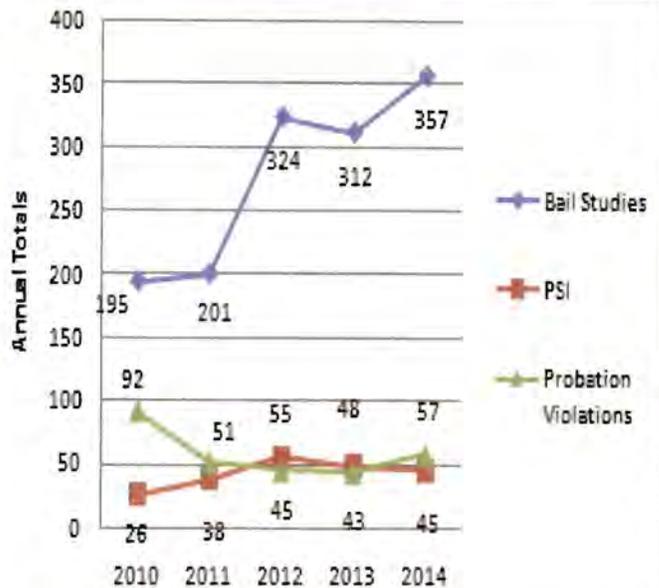
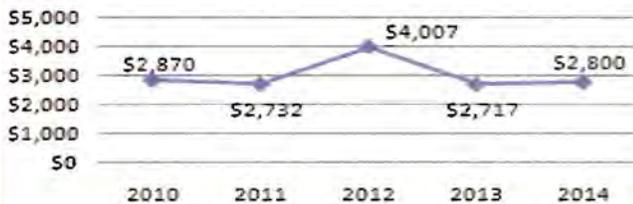
Goal	Strategy	Outcomes
Fill the gap in pre-trial services to the Court including additional information for bail and release condition determination and supervision to defendants with court ordered conditions during pre-trial status.	<ol style="list-style-type: none"> 1) Track total number of bail studies completed 2) Measure positive urinalysis tests while under supervision 3) Track total number of violations of conditions of release 4) Number of PSI's completed 	<ol style="list-style-type: none"> 1) Provide courts with more information to help make more informed decisions 2) Accountability while in the community released on pre-trial status 3) Reduction of positive UA results 4) Consequences for defendant that are not cooperating with conditions of release

Positive UA's



Pre-Trial Fees

Total Revenue since 2009: \$ 15,127



2014 Program Cost: CPO reimbursed agent position minus \$ 2800 fee revenue

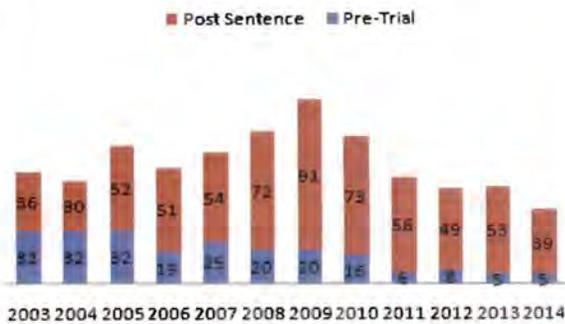
The Pre-trial position was added in November 2009 with RLE Federal Grant dollars. Originally approved in November of 2008 the position was put on hold due to recession-related financial concerns. In 2011 Pine County agreed to fund .4 FTE of a position when the grant ran out. CPO reimbursement, offender program fees, and in-house cog instruction would defray the county's cost of the program.

Pine County Probation receives Caseload/Workload Reduction (CWR) funding from the State. It has been the practice to fund the lowest agent salaried position with these dollars to get the biggest benefit from the CPO funding based upon a percent of agent salary and benefits. In 2013, the pre-trial agent position was moved to Caseload/Workload funding. The entire pre-trial salary is paid by the CWR funding and the county pays for the benefits. Pre-Trial fees defray the cost as well.

Electronic Monitoring (REAM Grant)

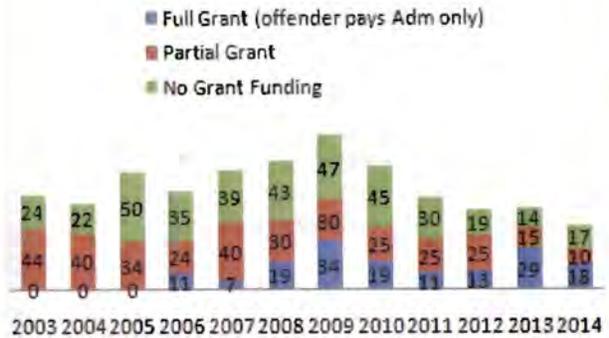
Goal	Strategy	Outcomes
Reduce injury and fatalities caused by repeat DWI offenders in Pine County by preventing defendants from drinking while awaiting trial or serving out their sentence and/or probation.	<ol style="list-style-type: none"> 1) Provide required data to the Department of Corrections for their statewide study of the effectiveness of REAM. 2) Keep drunk drivers off the road. 3) Assist offenders with a drinking problem maintain sobriety at home so they can see that they don't need to depend on alcohol and allow them to make treatment work. 4) Allow individuals with jobs to work from home rather than being confined to jail where they are not eligible for huber release on pre-trial status. 5) Ensure that no use of alcohol conditions of release are monitored and reported. 	<ol style="list-style-type: none"> 1) Make the REAM available to individuals who otherwise could not afford this option. 2) Release on the REAM can free up already overcrowded jails for more serious offenses. 3) Offenders will comply with their REAM requirements

REAM Participants



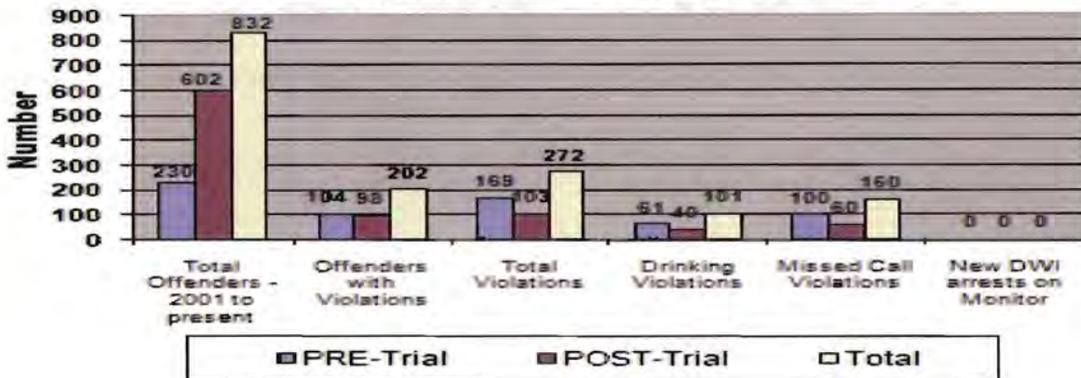
Grant Eligibility

Full grant = Admin Fee only



REAM Violations - 2001 through 2013

Pre-Trial 45% Post-Trial 16%



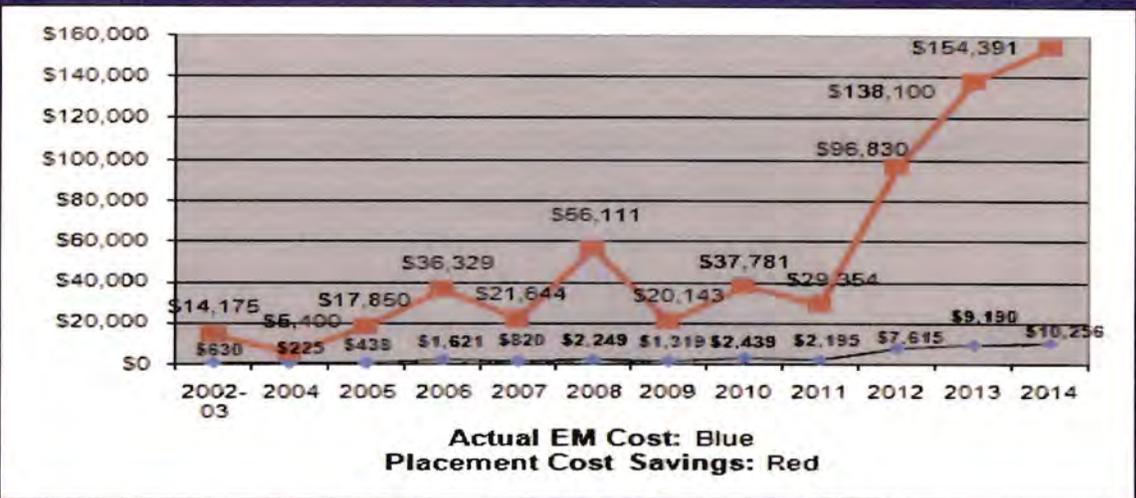
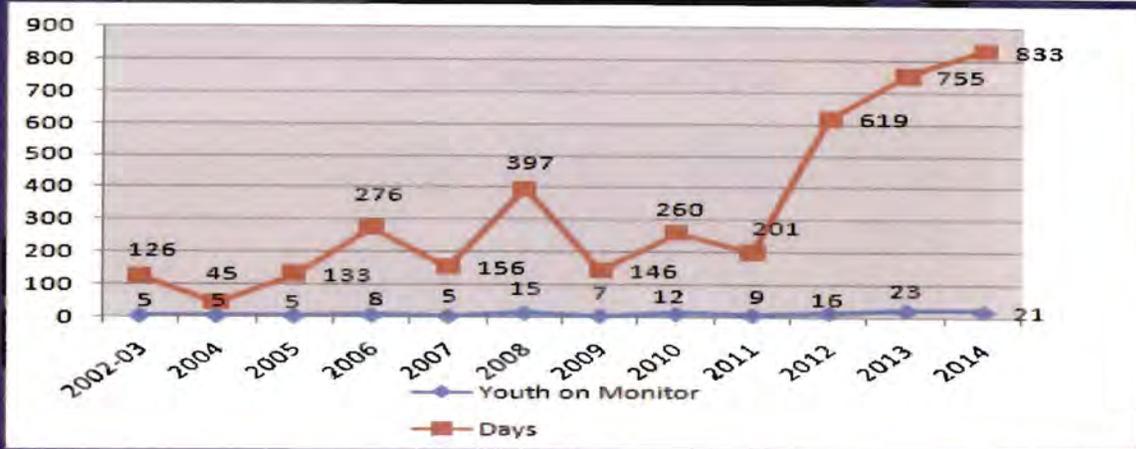
FY 2014 Grant: \$ 8100

From 1996 to September 30th, 1998 the Tenth Judicial District Court accepted the grant dollars and administrated the program on a district wide basis. In 1998 they encouraged local jurisdictions to pursue the grant funding. At that time the Pine County Sheriff's Department applied for the grant. Rick Boland, who had been the local program coordinator for District Court, took over full responsibility. For 2002, the county board approved a clerical position to coordinate the grant. However, in May 2002 the county board approved changing the administration of the program to Court Services. The DOC approved the grant amendment including half the position as administrative costs out of the grant award. Court Services took over July 1, 2002.

Pine County's grant award from the Minnesota Department of Corrections has declined significantly over the years. The current funding level for the current fiscal year is \$ 8100. The grant covers the cost of the equipment rental and monitoring. Offenders pay an extra \$ 2.00 per day to offset administrative costs.

Juvenile Electronic Monitoring

Goal	Strategy	Outcomes
Provide greater accountability for youth placed at home on house arrest at a lower cost to the county.	<ol style="list-style-type: none"> 1) Enhance house arrest as a pre-disposition or consequence disposition. 2) Provide parents with support in house arrest situations. 3) Less restrictive sanction than out-of-home placement that is still restrictive in nature. 4) Provide another alternative for escalating sanctioning 	<ol style="list-style-type: none"> 1) The Court will utilize house arrest more often reducing detention placements. 2) Reduced cost to parents and increased accountability will make the disposition more attractive for parents to keeping their child at home rather than wanting child out of the home. 3) Reduce detention in costly out-of-home placements. 4) Youth accountability.



Average Days per Youth in 2014: 40 – To-date: 27
 Total cost savings since implementation: \$ 628,838

2014 Program Cost: \$ 10,256

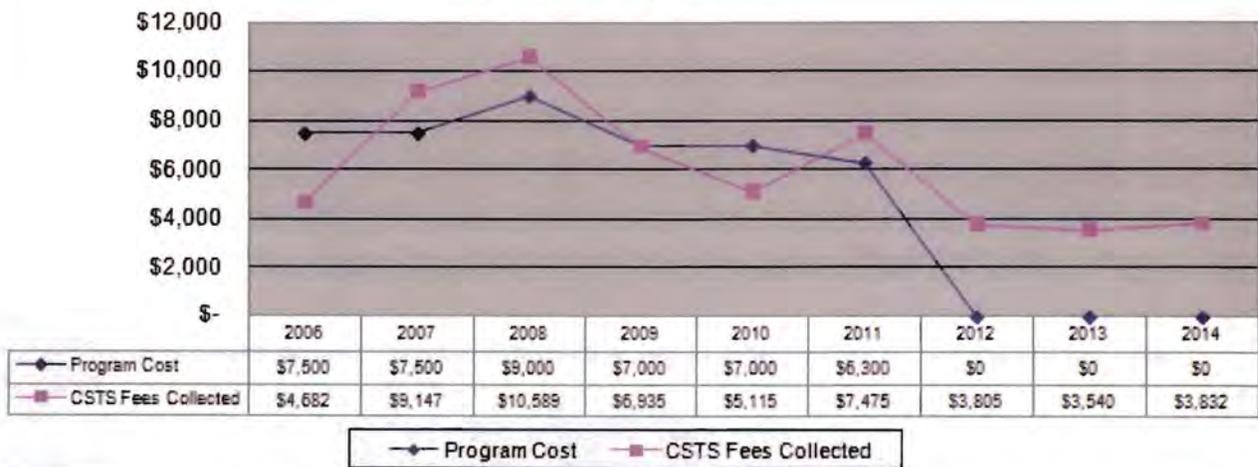
We contract with Midwest Monitoring and Surveillance for the monitoring equipment. The most frequent equipment being used today for youth is the GPS unit that tracks the juvenile's location in real time.

From 2002-2003 the Federal JAIBG (Juvenile Accountability Incentive Block Grant) paid 50% of the cost for youth on the monitor. Parents have been expected to pay the other half of the cost. In 2004 the cost previously paid by the grant is being paid out of the corrections detention dollars budget with Health and Human Services as a low cost alternative to out-of-home detention. In 2007 a sliding fee scale made the parental portion more affordable to parents with limited financial means. Parents meeting the Federal Poverty scale pay a \$ 25 minimal fee.

Cognitive Skills Education Programming

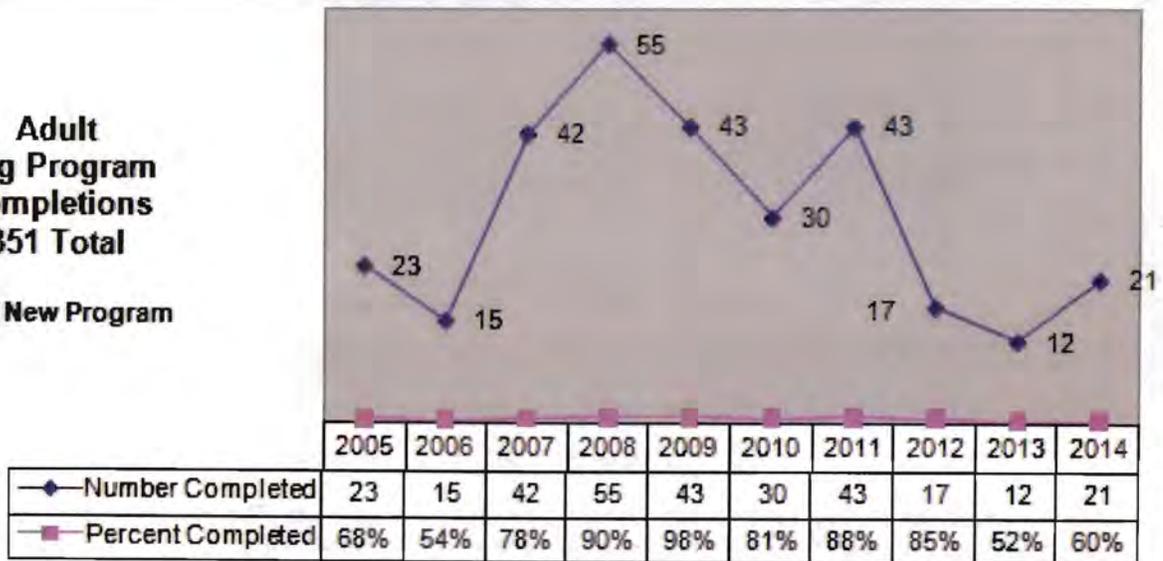
Goal	Strategy	Outcomes
Provide evidence-based curriculum to offenders that facilitate change and overall reduce recidivism.	<ol style="list-style-type: none"> 1) Deliver a structured program which analyzes thought process and decision making responses 2) Enhance Thinking Skills, Reasoning, and promote Rehabilitation 3) Increase insight to self emotive processes and thought analysis 4) Measure recidivism rates of those referred to the program that didn't complete the class and those that actually complete the program. 5) Set high standard for attendance expectations and defined consequences for absence. 6) Minimize the cost to the county 	<ol style="list-style-type: none"> 1) Offenders who start the program will successfully complete the program. 2) Offenders who complete the program will have lower recidivism rates than those who do not. 3) Offenders who complete the program will have a lower reconviction rate for same or similar crimes within one year of completion of the program. 4) The program will be cost effective.

Cog Skills Program Cost

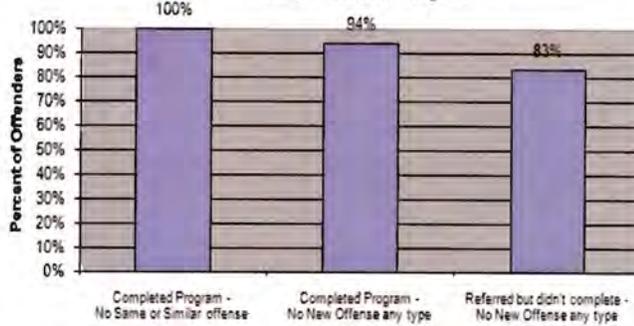


Adult Cog Program Completions 351 Total

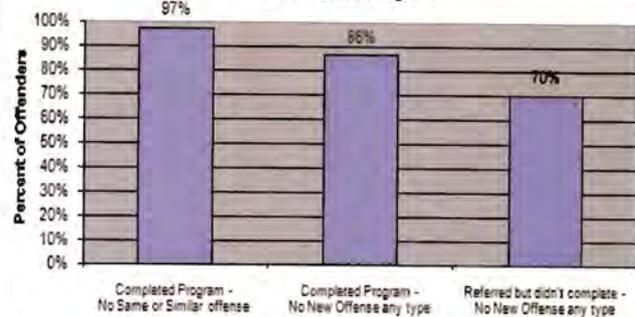
2012 New Program



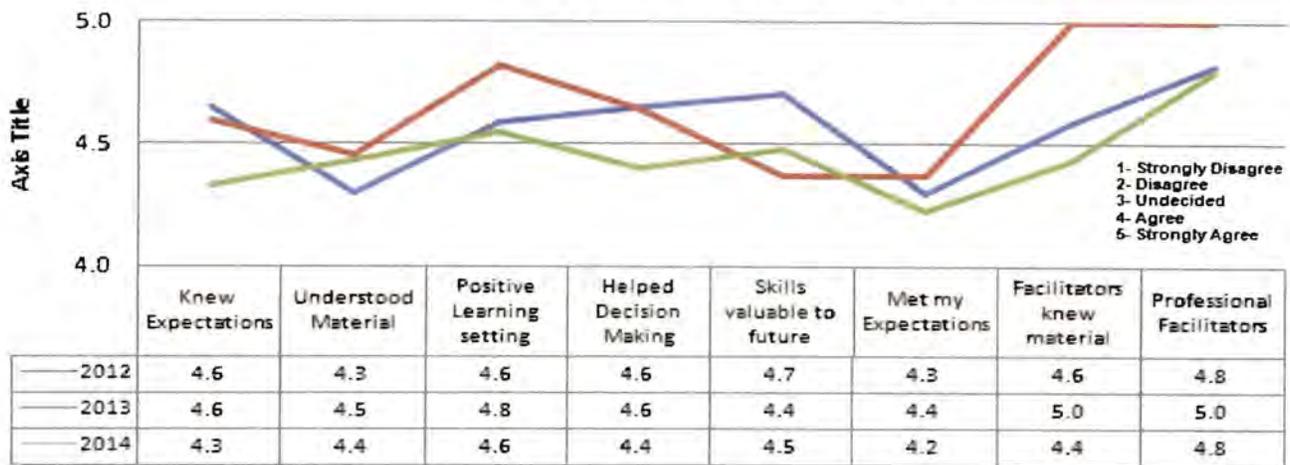
Adult Cog without New Offenses 2012-2013
Pine Co Probation Program



Adult Cog without New Offenses 2005-2011
Contracted Program



Probation Cog Skill Class Satisfaction



2014 Program Revenue: \$ 3,832

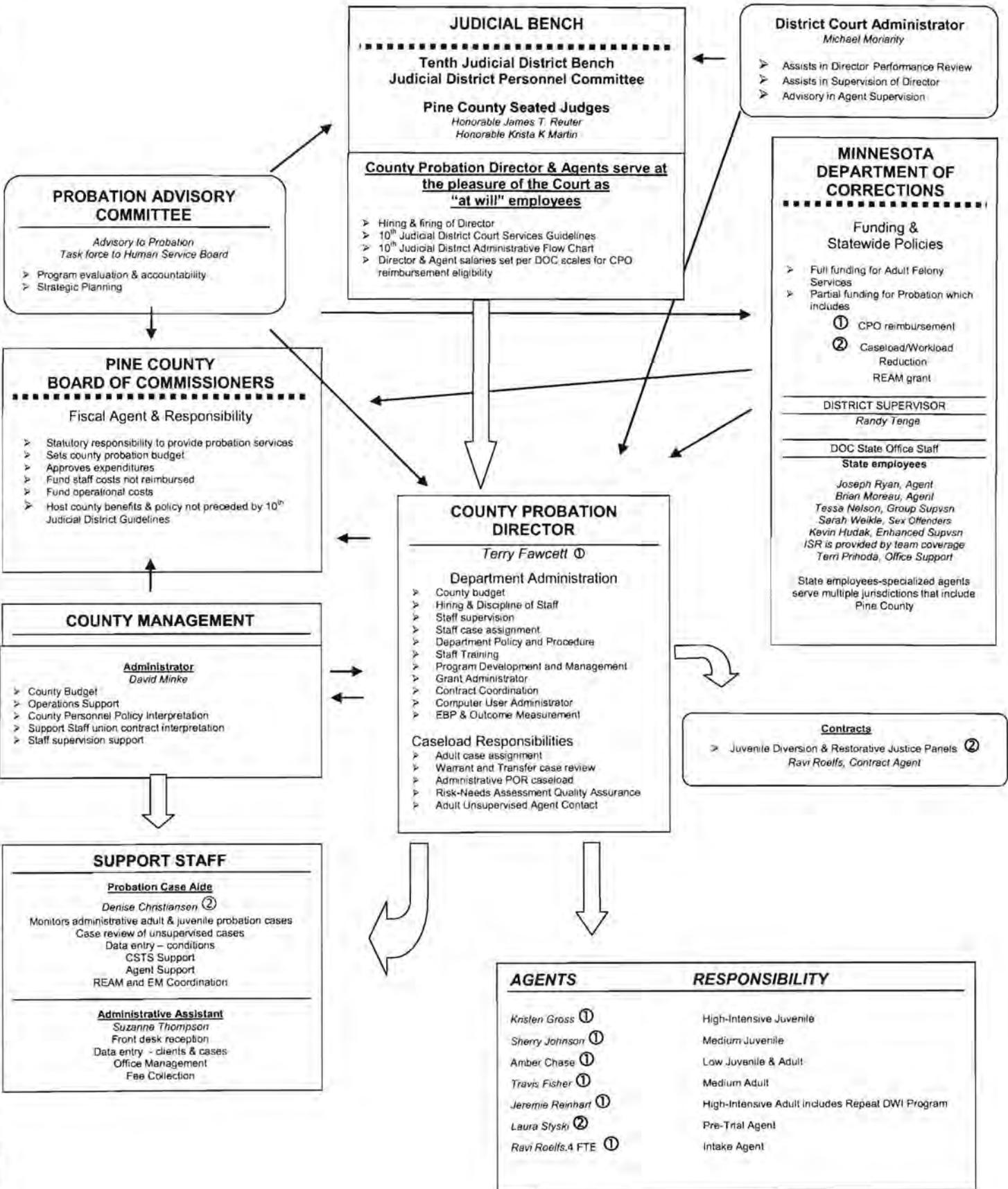
In 2001 we first implemented an adult cognitive skills program utilizing revenue from the old probation fees focusing solely on our DWI ISP offenders. In 2001 and 2002 classes were delivered as contract for service by an individual provider and in 2003 Therapeutic Service Agency facilitated classes. Budget cuts in 2003 rendered us incapable of funding the program.

In 2005 we were able to budget classes for both juveniles and adults. The plan was to eventually have a self sustaining program and in 2007 that goal was achieved. From 2005 – 2011 we paid facilitators to run a program with curriculum that closely paralleled that of Anoka County where a number of our juvenile offenders encounter placement in their juvenile programs. Juveniles paid a \$75.00 fee. Adults paid \$200.00 fee while the DWI ISP offenders paid \$100.00. Recidivism outcomes from this period were favorable.

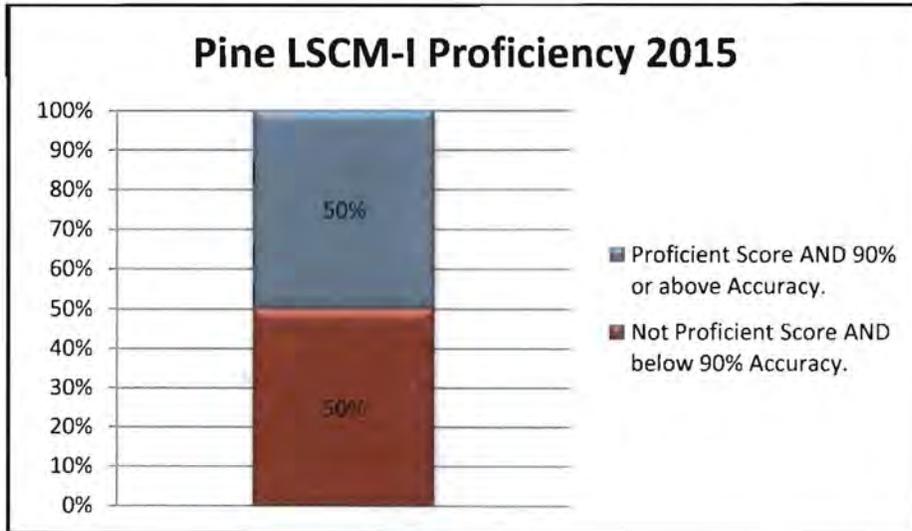
In 2012, as a cost savings strategy, Pine County Probation launched their own adult program based on New Direction curriculum used in Minnesota prisons which was collaboration between Hazelden and the DOC. We chose to take the foundational concepts from this curriculum in an open ended program that would run at least 12 weeks. Successful completion is based upon class participation and competency with the key concepts of a thinking report. Adult fees remained the same. The class is taught in-house by probation agents. Teen Focus has now taken over the juvenile cog program using similar format to our program.

Recidivism rates are calculated when program participants have been out of the program for a year.

APPENDIX



Pine LSCM-I Proficiency Scores



32 CCA

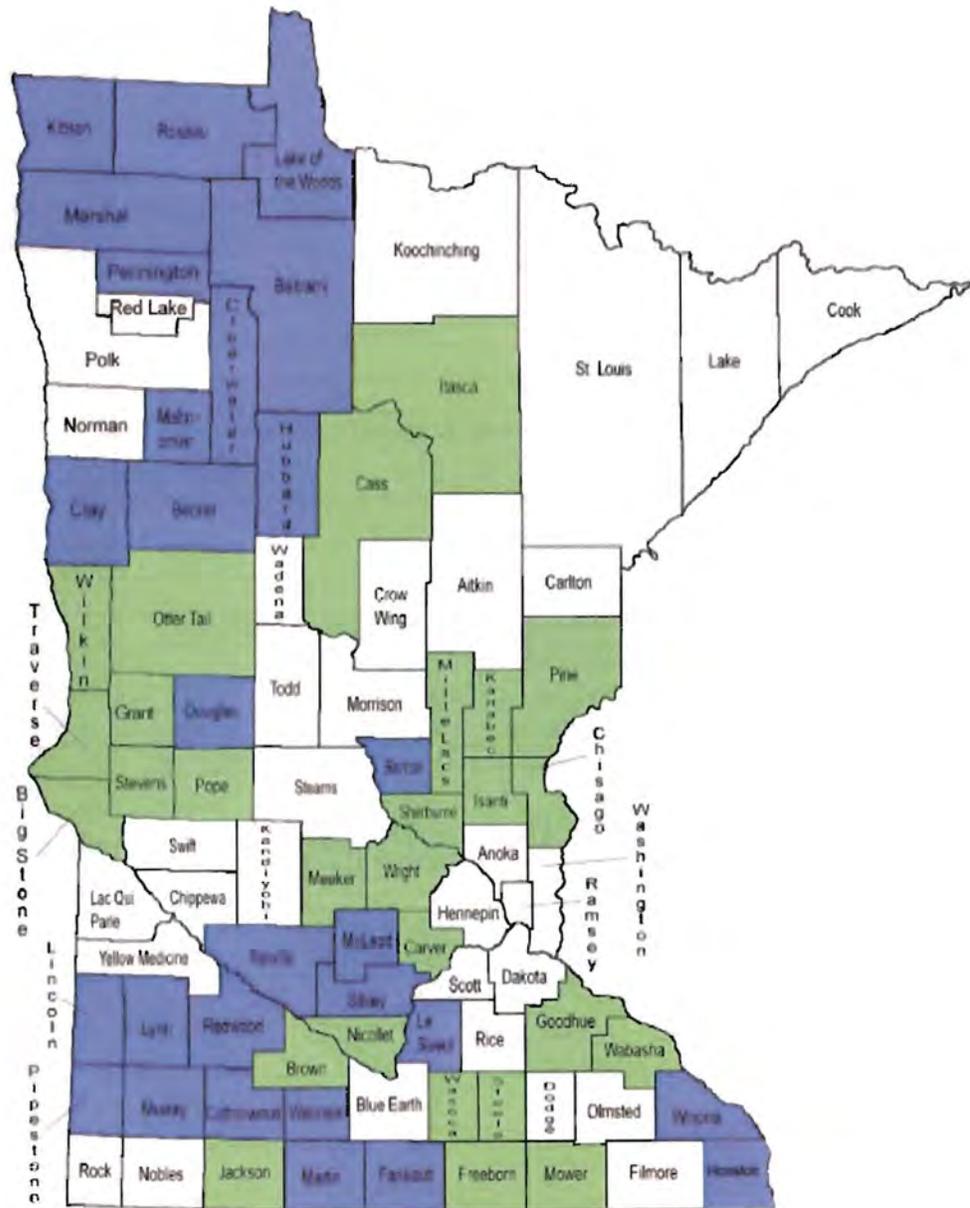
Community Corrections Act area provides all court services.

27 DOC/CPO

State Corrections Department provides services for adult felons; County provides svcs. for juveniles/adult non-felonies

28 DOC

State Corrections Department provides all court services



Probation Mandates & Responsibilities 1980, 1992 & Today

RESPONSIBILITY	1980	1992	Today
Probation Supervision - Defined: MS 609.02 Subd. 15 Adults – MSA 609.135 Subd 1 (2) Juvenile – JPO offenders 260B.235 Subd 4(5) Juvenile traffic 260B.225 Subd 9(6) Delinquents 260B.198 Subd 1(b)	X	X	X
Client contacts (<i>Documentation requirements have increased steadily</i>)	X	X	X
Pre-sentence investigations (adults) MS 609.115	X	X	X
Pre-disposition reports (juveniles) MS 260B.157 Subd. (1)	X	X	X
Social Histories on DOC Commitments DOC 4-108.8a	X	X	X
Progress reports – Court Rules	X	X	X
Violation reports – Court Rules	X	X	X
Transfer investigations – DOC policy	X	X	X
Interstate Compact Supervision, Transfers, & Investigation - Juvenile MS 260.51 and Adult MS 243.1605	X	X	X
Court appearances – Court rules (Longer waits due to calendar overcrowding)	X	X	X
Restitution services – 609.10 Subd. 2	X	X	X
Truancy supervision 260C.201 Subd. 1 (5)(b)(2)	X	X	X
Certification studies for serious juvenile offenses MS 260B.125	X	X	X
Sentencing Guidelines worksheets MS 609.115 Subd 1a (Mandated 1980—complexity has increased since then)	X	X	X
Conditional pre-trial release supervision (<i>Court Rules since 1975</i>)	X	X	X
Fine recommendations (<i>Mandatory minimum fines for certain offenses 1987; offenses with mandated minimums greatly expanded 1992</i>)	X	X	X
Community work service (<i>as court-ordered condition</i>)* 2003 became probation sanction	X	X	X
Juvenile diversion Probation provided service since about 1976 before mandated (<i>Mandated 1994- to Co Atty Ofc</i>)* - MS 388.24	X	X	X

1980 Responsibilities: 18

Added by 1992

RESPONSIBILITY	1980	1992	Today
Notification to State if sex offender is bus driver <i>(Mandated 1985)</i>		X	X
Notification of victim services & rights MS 611A.037 <i>(Mandated 1983)</i>		X	X
Fine recommendations <i>(Mandatory minimum fines for certain offenses 1987; offenses with mandated minimums greatly expanded 1992)</i>		X	X
Victim impact statements in pre-sentence investigations <i>(Mandated 1984) MS 609.037 Subd. 1, 2</i>		X	X
Neighborhood impact statements in pre-sentence investigations <i>(Mandated 1988) MS 609.115 Subd. 1</i>		X	X
DNA testing for sex offenders <i>(Mandated 1989) 299C.105</i>		X	X
Specialized training requirements - i.e. sex offender supervision, intensive supervision <i>(Sex offender supervision training mandated 1990) MS 241.67 Subd. 6, MS 244.13 Subd 2</i>		X	X
Compulsive Gambling Assessments in pre-sentence investigations <i>(Mandated 1991) MS 609.115 Subd. 9</i>		X	X
Chemical assessments & determination of whether alcohol/drugs contributed to offense - Screenings 609.115 Subd. 8 <i>(Mandated 1991)</i>		X	X
Registration of sex offenders & address changes <i>(Mandated 1991; expanded 1993. List of offenses has expanded almost annually since 1991) MS 243.166 Subd. 3</i>		X	X
Notification to schools on outcome of disposition & review hearings on certain offenses occurring on school property <i>(Mandated 1992) MS 260B.171 Subd. 3</i>		X	X
Sex offender assessments (adult & juvenile) <i>(Mandated 1992) 609.345 (a)</i>		X	X

1992 Responsibilities: 30

Added since 1992

RESPONSIBILITY	1980	1992	Today
Drug & alcohol testing (ability to easily test the Court ordered condition)			X
Bail evaluations (Mandated 1994) 629.74			X
Computerized data system entry and integration Pine Co implemented 1996, SSS data integration 2000, CrimNet integration 2003			X
Classification System for Juveniles (Mandated 1999) Formalized risk-needs assessment MS 260B.159			X
Case Plans for Out-of-Home Placements (Mandated 1999) MS 260.198 Subd. 5			X
Transitional Service Plans (Mandated 1999) MS 260B.240			X
Interagency pre-placement screening for juvenile out-of-home Placement (Mandated 1999) MS 260B.157 Subd. 3			X
Compliance with Indian Child Welfare Act –ICWA (Mandated 1999) MS 260B.168			X
Fingerprinting on adult interstate transfer clients (Mandated 1992)			X
Fingerprinting assistance for offenders on probation MS 299C.10 Subd 1(7)(c)			X
Increase in notification procedures to victims of certain offenses (Mandated 1993; requirements expanded almost annually) MS 611A			X
Apprehension & Detention Authority MS 244.195, 260B.175 Subd 1(c) (Mandated 1998)			X
EJJ (Extended Juvenile Jurisdiction) offender category added. Supervision until age 21 – 260B.130 (Created by legislature 1993) EJJ Studies – Juvenile Court Rules 19.03			X
Provide cognitive skills groups (research-driven) (Began 2002)			X
Notification to State DHS of convictions for wide range of offenses by persons working in State DHS licensed facilities (Mandated 1995) MS 245C.05			X
Domestic abuse assessments/investigations (Mandated 1996; pre-sentence investigations on domestic abuse cases mandated 1997) MS 609.2244			X
Local Collaborative Time Study requires probation officers to record time, take training (Initiated 1998)			X
Probation fee collection (Allowed by statute 1992; court-ordered and ceased. Began again 2003 with department collection) MS 244.18 for corrections services			X
REAM Alcohol monitoring of certain offenders during pre-trial release (Mandated 1998)			X
Case closure of low risk case as “inactive” (Pine Bench authorized 1999)			X
Intensive DWI Supervision (Pilots authorized 2000, now a disposition alternative) MS 169.275 Subd 3, 4, 5 Pine Co grant-pilot from 1999-2001			X
DNA testing (all other felons) (Mandated 2000) MS 299C.105			X
Report sex offender addresses, phone numbers, property, employment, school & accessible vehicles changes (Added to sex offender registration 2000)			X
Registration of non-sex offenders (broad list of offenses) who have past sex offense & probation expired before registration (Mandated 2000)			X
Staggered REAM 30 day sentence (Mandated 2000) 169A.277 Subd 2			X
Outcome measures required for County plan/budget; State Pine County Probation Advisory Comp Plan since 1999, State began 2001			X
Authorized Probation Sanction Conferences (implemented previously, legislative authority granted 2003) MS 244.196-.199			X
Notification to community-based programming of predatory offender registration (Mandated 2003) MS 246.13 Subd 4			X
“Short-term” offenders transferred from state to local facilities—increases local supervision population and case management- (Legislative shift 2003)			X

Today's Responsibilities: 59

THE SUPREME COURT OF MINNESOTA
 Research and Evaluation
 State Court Administration

Pine County Court Filings

Location / WCL Type	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Serious Felony	11	8	11	11	8	11	7	5	13	5
Felony DWI	15	16	14	12	10	11	4	3	5	5
Other Felony	341	277	188	214	185	232	212	285	320	344
Gross Misdemeanor DWI	168	164	129	136	106	94	85	87	63	58
Other Gross Misdemeanor	144	108	85	68	57	84	82	99	126	104
Major Criminal Total:	679	573	427	441	366	432	390	479	527	516
Delinquency Felony	38	58	53	42	36	37	40	31	24	31
Delinquency Gross Misdemeanor	23	20	14	10	8	17	16	3	10	4
Delinquency Misdemeanor	92	83	96	97	72	67	66	103	77	61
Status Offense	125	103	138	128	79	88	78	31	20	19
Dependency/Neglect	66	58	39	43	36	35	42	59	53	31
Term. of Parental Rights	5	18	13	13	0	0	0	0	0	0
Permanency	0	0	0	0	0	0	0	0	0	0
Permanency - TPR	0	0	0	0	10	7	6	11	11	5
Permanency - Non TPR	0	0	0	0	8	5	10	5	11	7
*CHIPS - Delinquency Under 10	2	1	0	2	0	0	0	0	0	0
Truancy	19	15	15	10	3	7	9	16		12
Runaway	0	1	0	0	0	0	0	0	0	0
Major Juvenile Total:	370	357	368	345	252	263	267	259	218	170
5th Degree Assault	125	94	62	72	45	68	112	102	102	129
Other Non-Traffic	1,132	639	526	639	551	562	694	560	671	635
Misdemeanor DWI	197	194	173	188	145	144	122	128	128	105
Other Traffic	2,350	2,199	1,847	1,808	2,245	2,050	2,243	2,004	2,166	2,202
Juvenile Traffic	65	51	34	29	34	23	26	15	19	21
Parking	6	2	2	2	0	3	2	0	2	15
**Minor Criminal Total:	3,875	3,179	2,644	2,738	3,020	2,850	3,199	2,809	3,088	3,107
Grand Total:	4,924	4,109	3,439	3,524	3,638	3,545	3,856	3,547	3,833	3,793

*Numbers reflected in this category are based on number of children.

**Numbers reflected in this category are based on number of charges filed.

Minnesota Corrections Trends

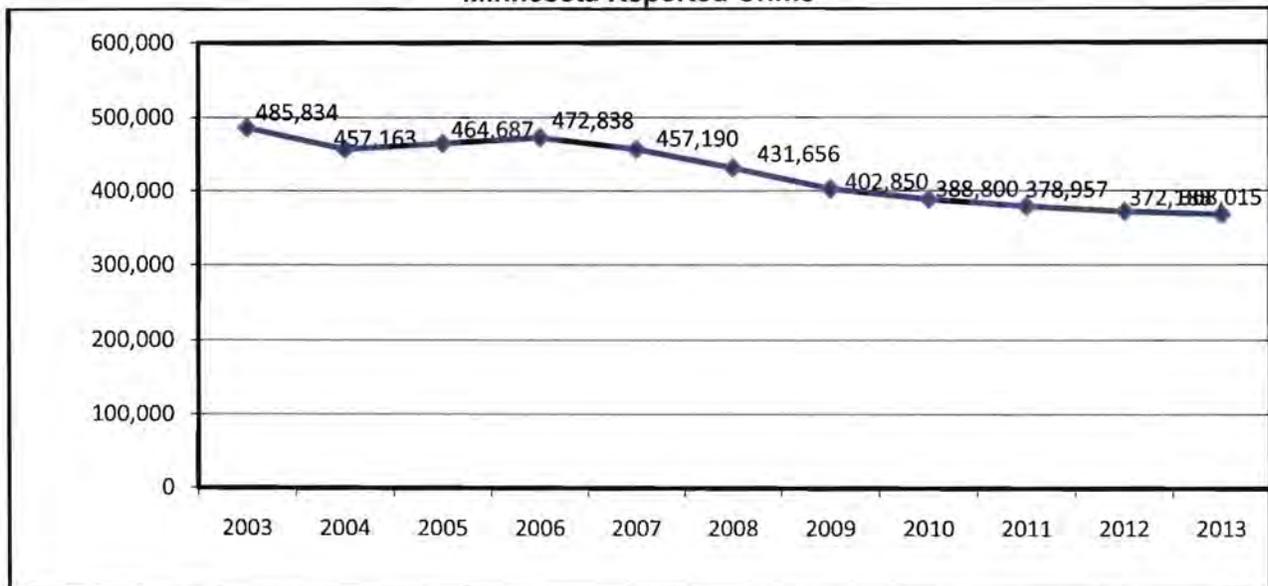
Updated May 19, 2015

Minnesota Population Trends

Year	Total Population	% under 18	Median Age
2014 est.	5,457,173	23.6%	N/A
2010	5,303,925	23.7%	37.4
2000	4,919,479	26.2%	35.4
1990	4,375,099	26.7%	32.4

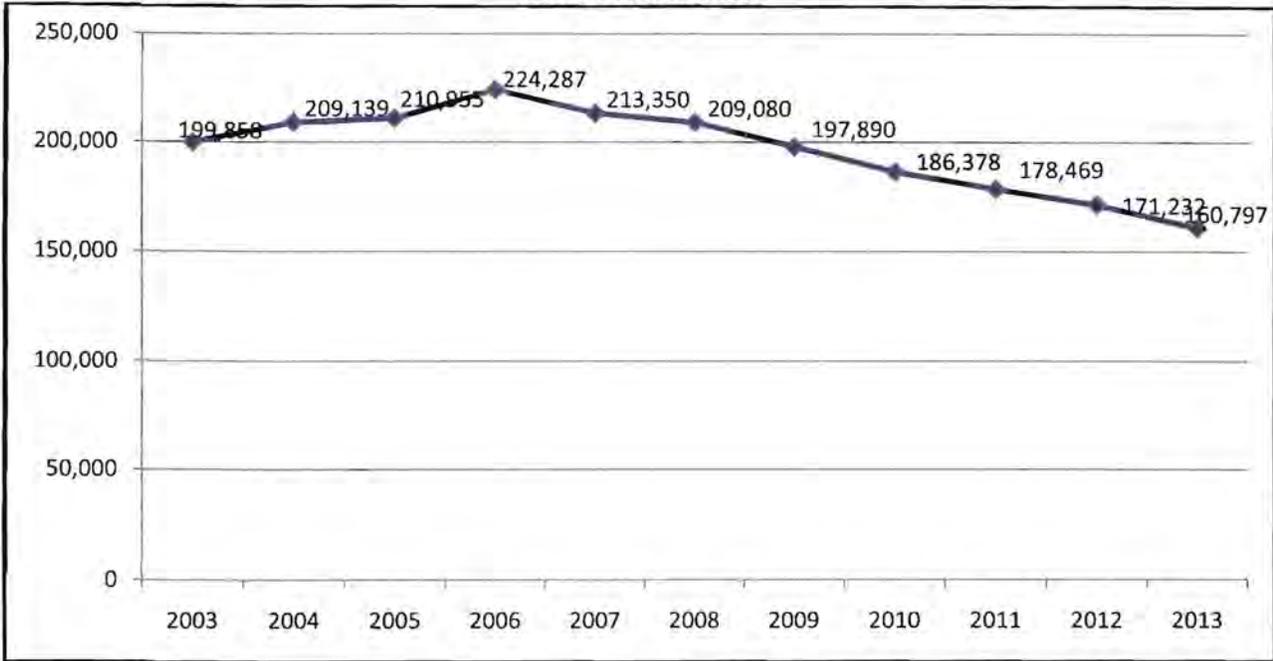
Source: US Census Bureau

Minnesota Reported Crime



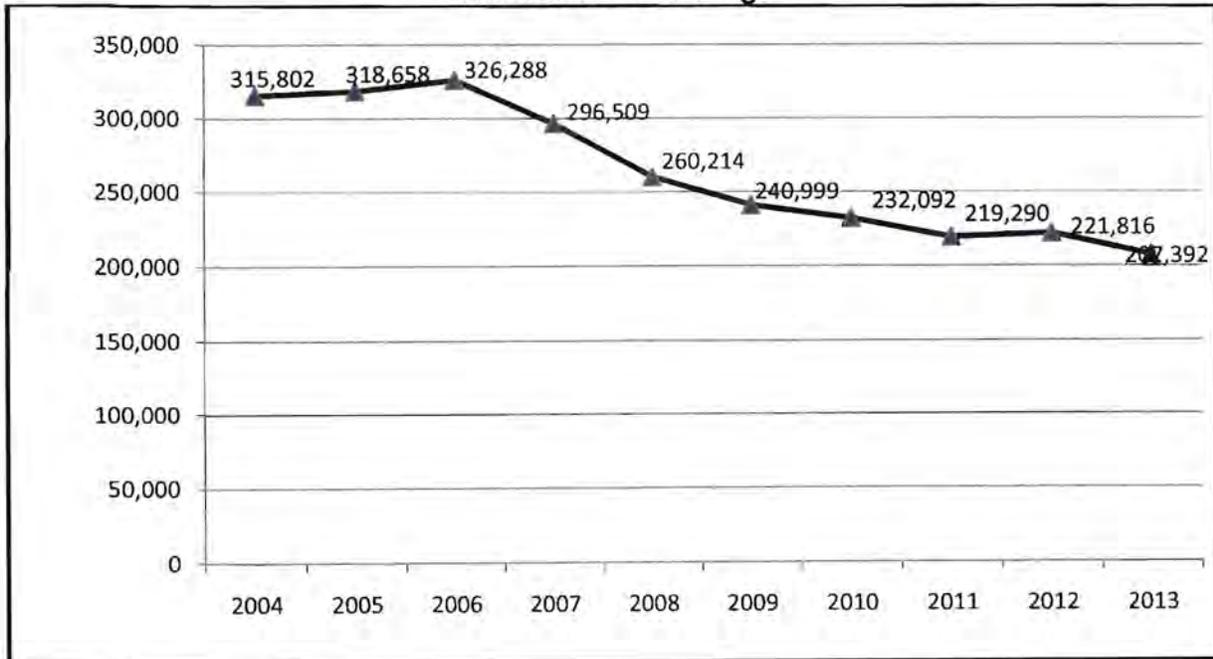
Source: MN Bureau of Criminal Apprehension/Uniform Crime Reports

Minnesota Arrests

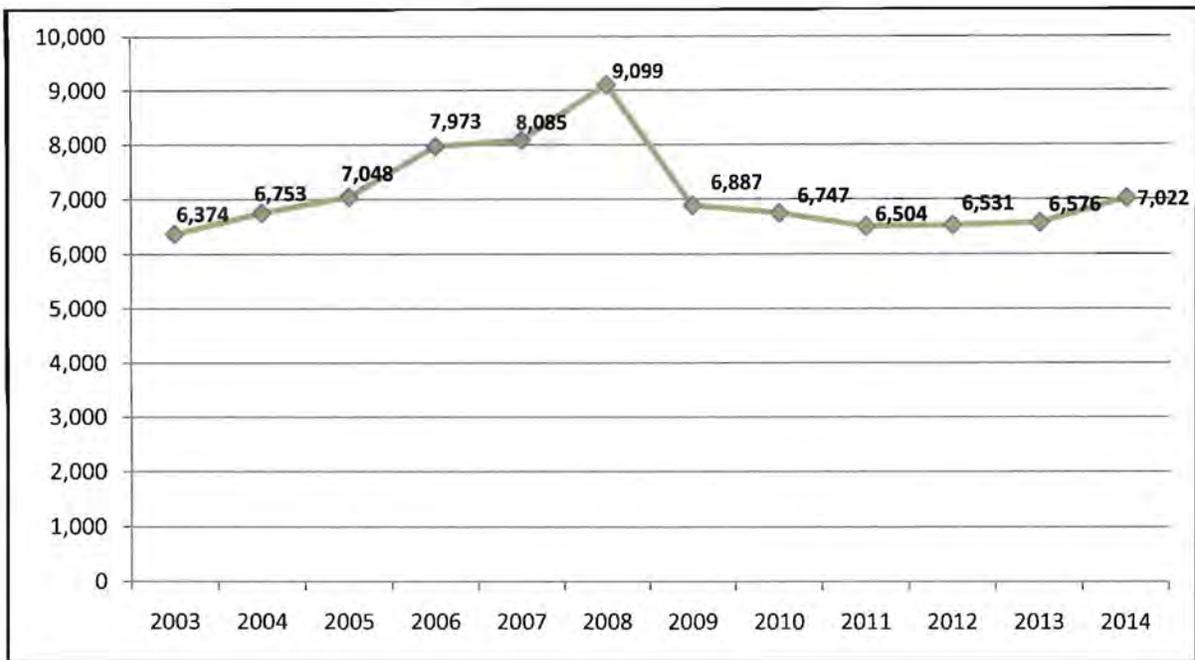


Source: MN Bureau of Criminal Apprehension/Uniform Crime Reports

Minnesota Court Filings

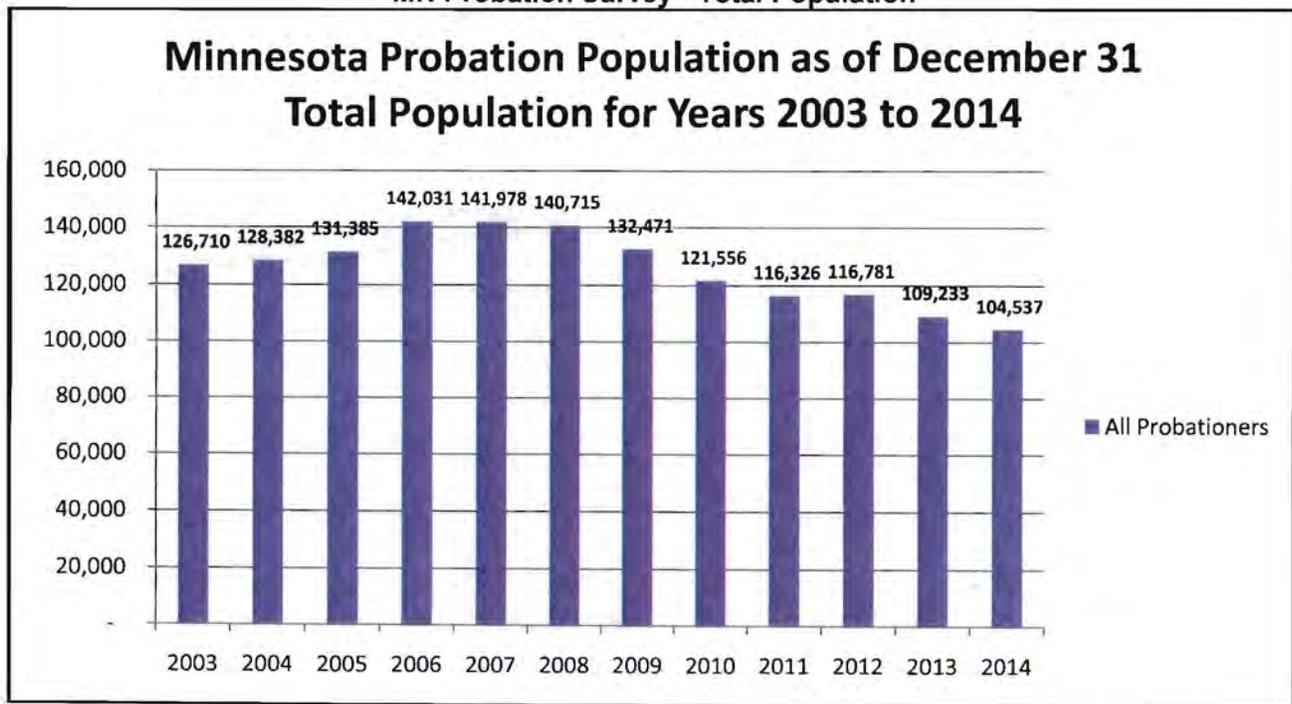


Source: MN State Court Administrator's Office
 *Excludes all Parking and non-DUI Traffic filings
 Minnesota Jail Average Daily Population



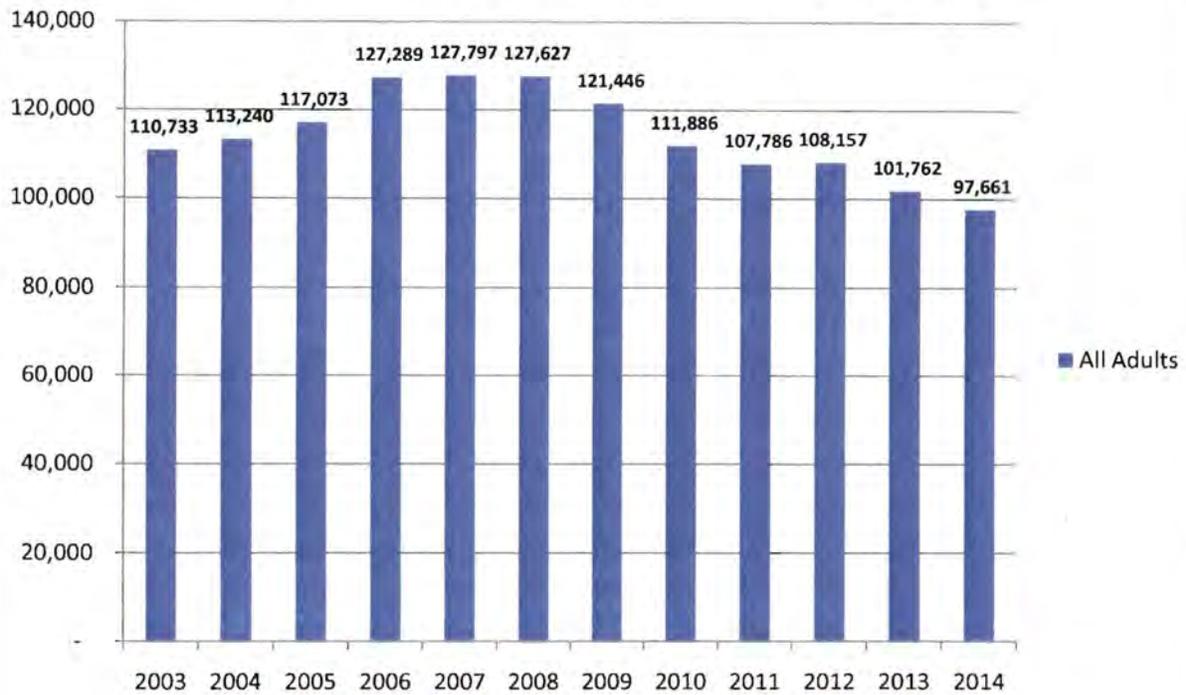
Source: MN DOC Inspection and Enforcement Unit

MN Probation Survey - Total Population



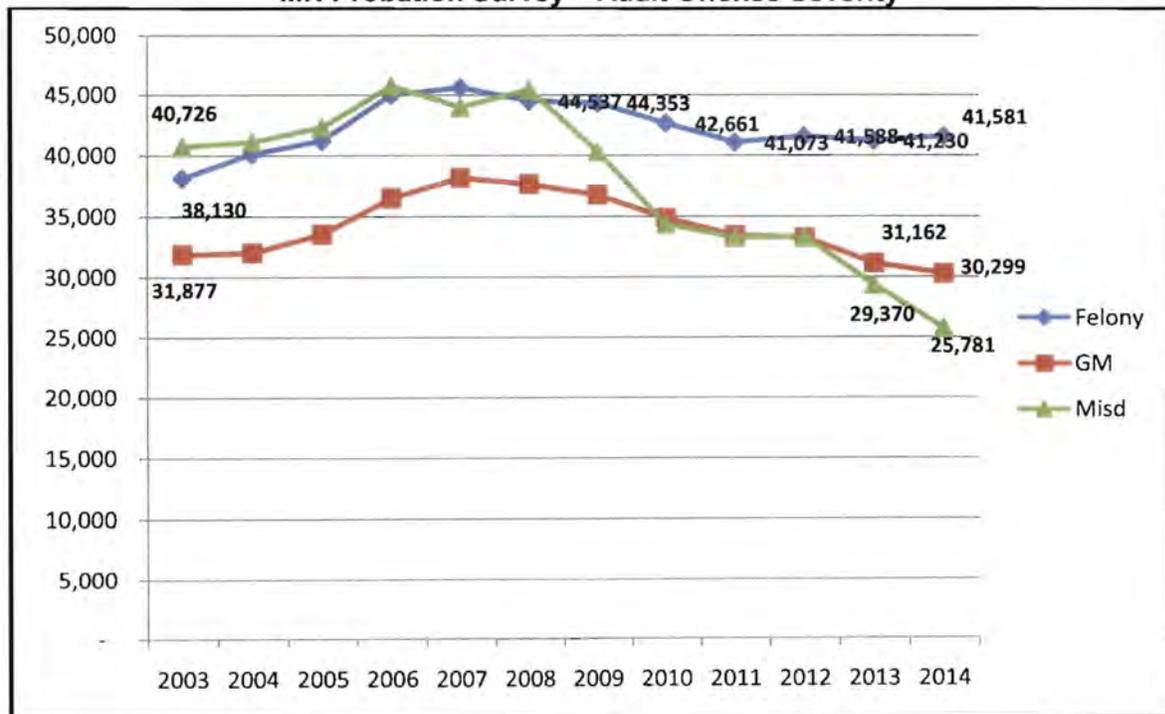
Source: MN DOC Probation Survey
MN Probation Survey – Adult

Minnesota Probation Population as of December 31 Total Adult Population for Years 2003 to 2014



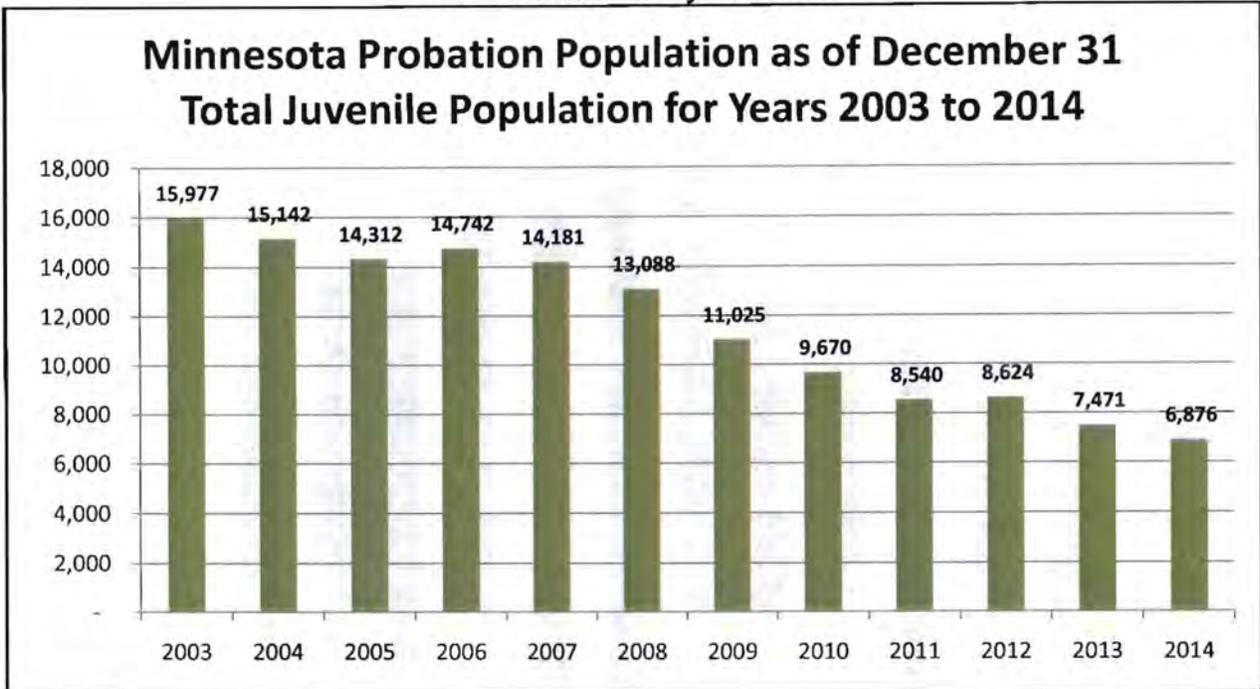
Source: MN DOC Probation Survey

MN Probation Survey – Adult Offense Severity

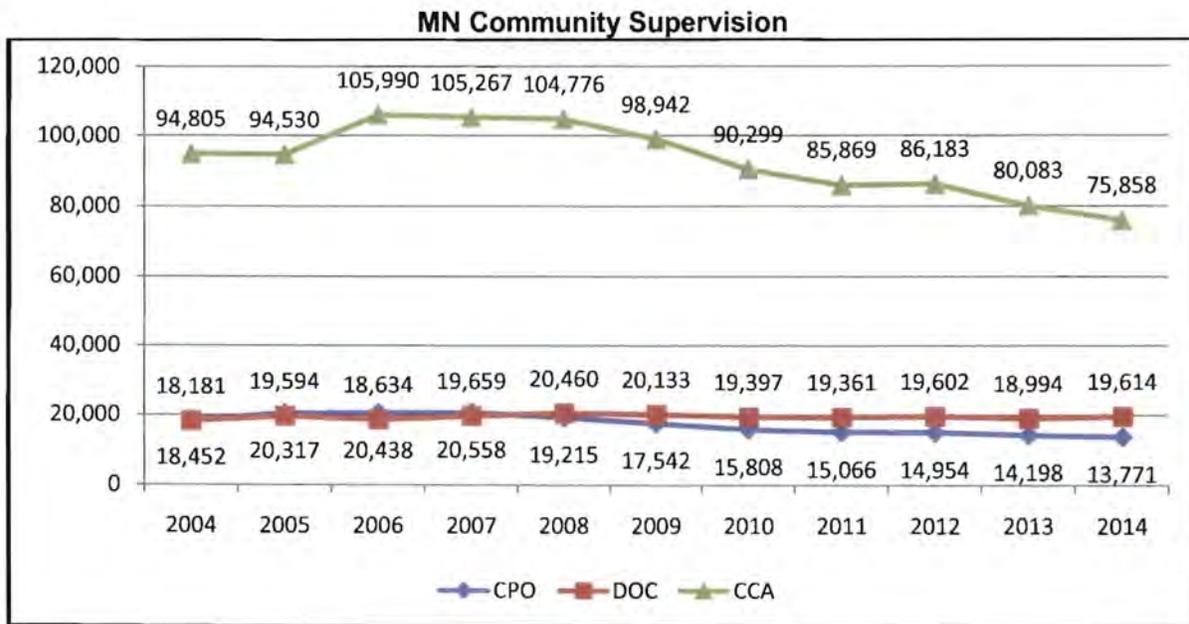


Source: MN DOC Probation Survey

MN Probation Survey – Juvenile

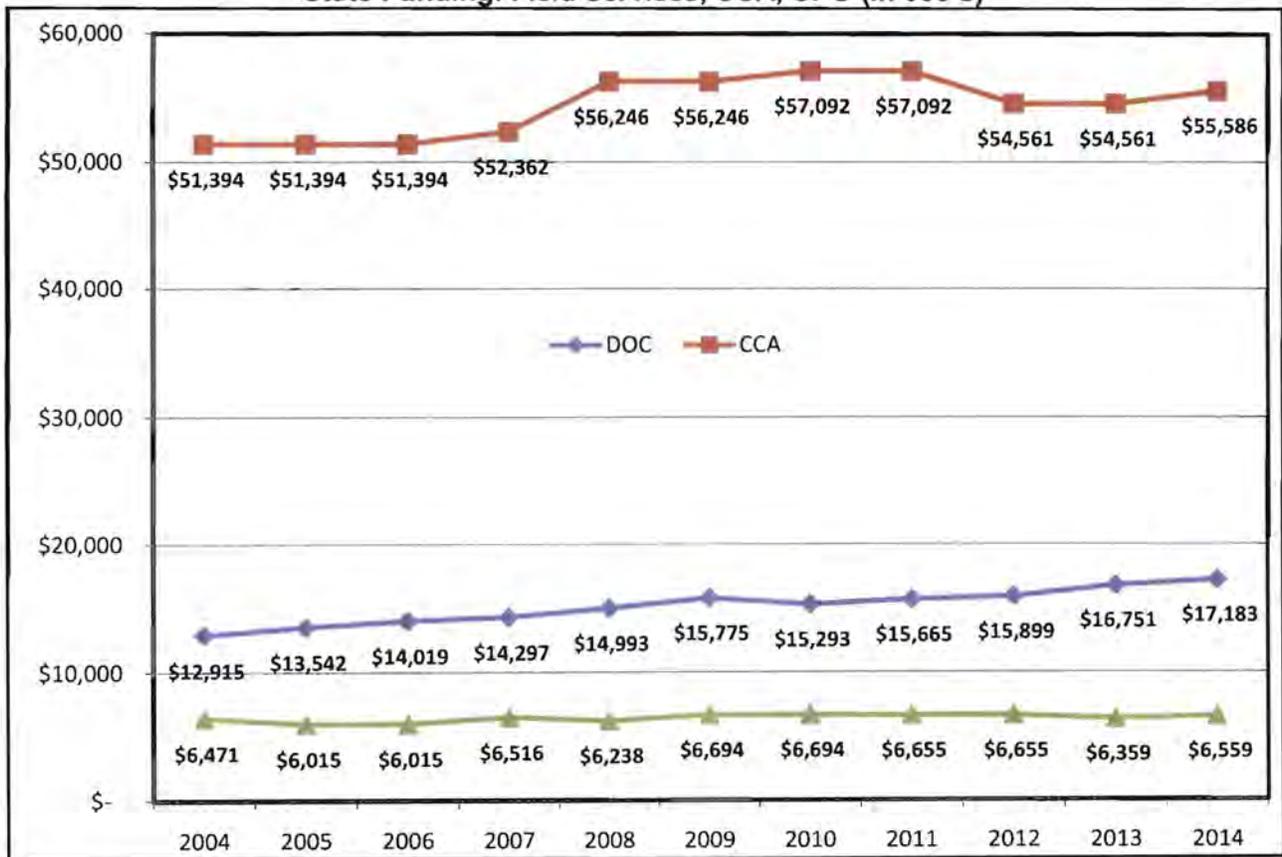


Source: MN DOC Probation Survey



*Includes Supervised Release numbers but not ISR/CIP numbers for DOC and CCA
Source: Minnesota DOC Probation Survey

State Funding: Field Services, CCA, CPO (in 000's)



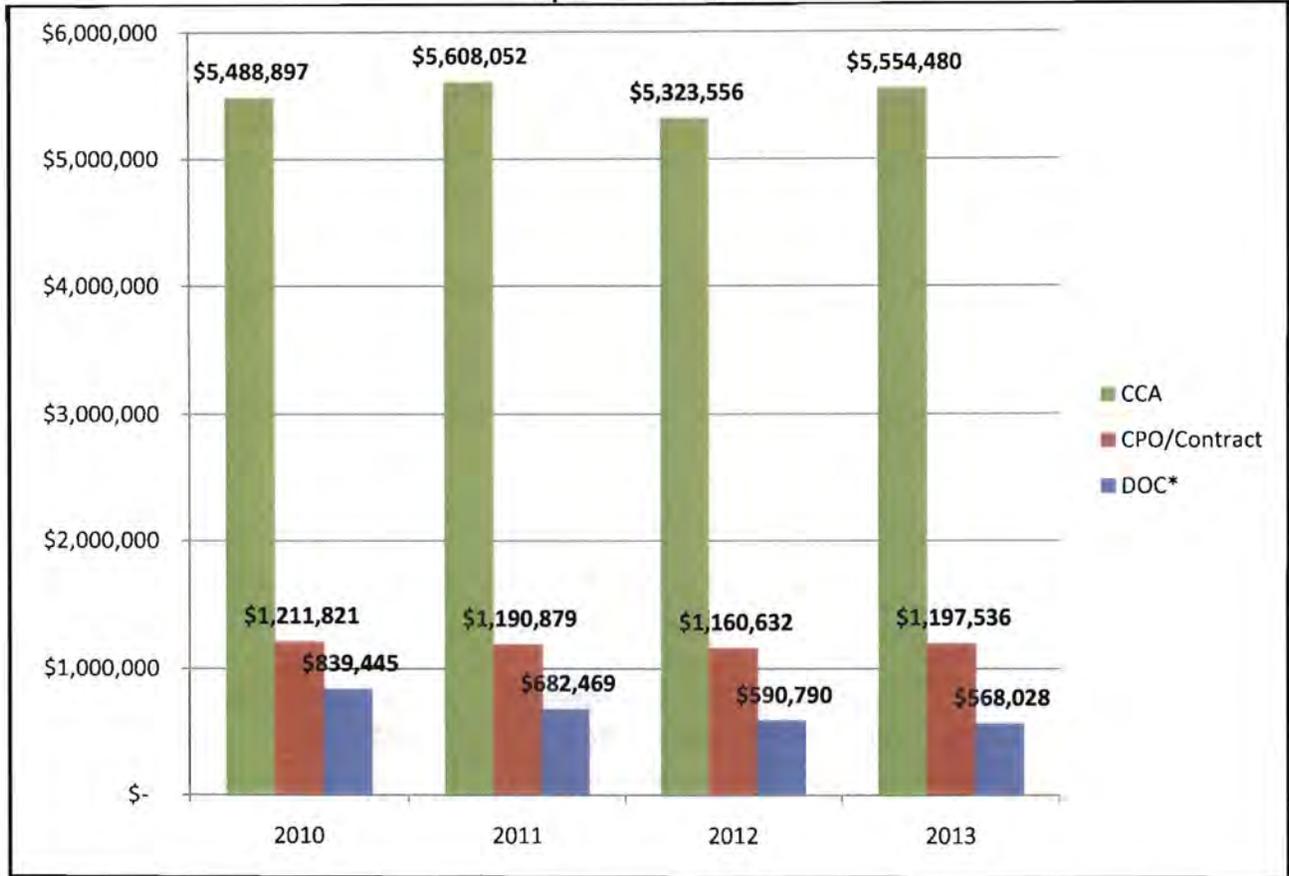
Source: MN DOC Finance

DOC also includes caseload/workload funding

CCA includes subsidy, caseload, adult felony and sex offender funding streams

CPO includes CPO reimbursement and caseload funding streams

Supervision Fee's **



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Supervision fees collected by counties are retained within the county whereas DOC-collected supervision fees either return to the county or to the state's general fund.

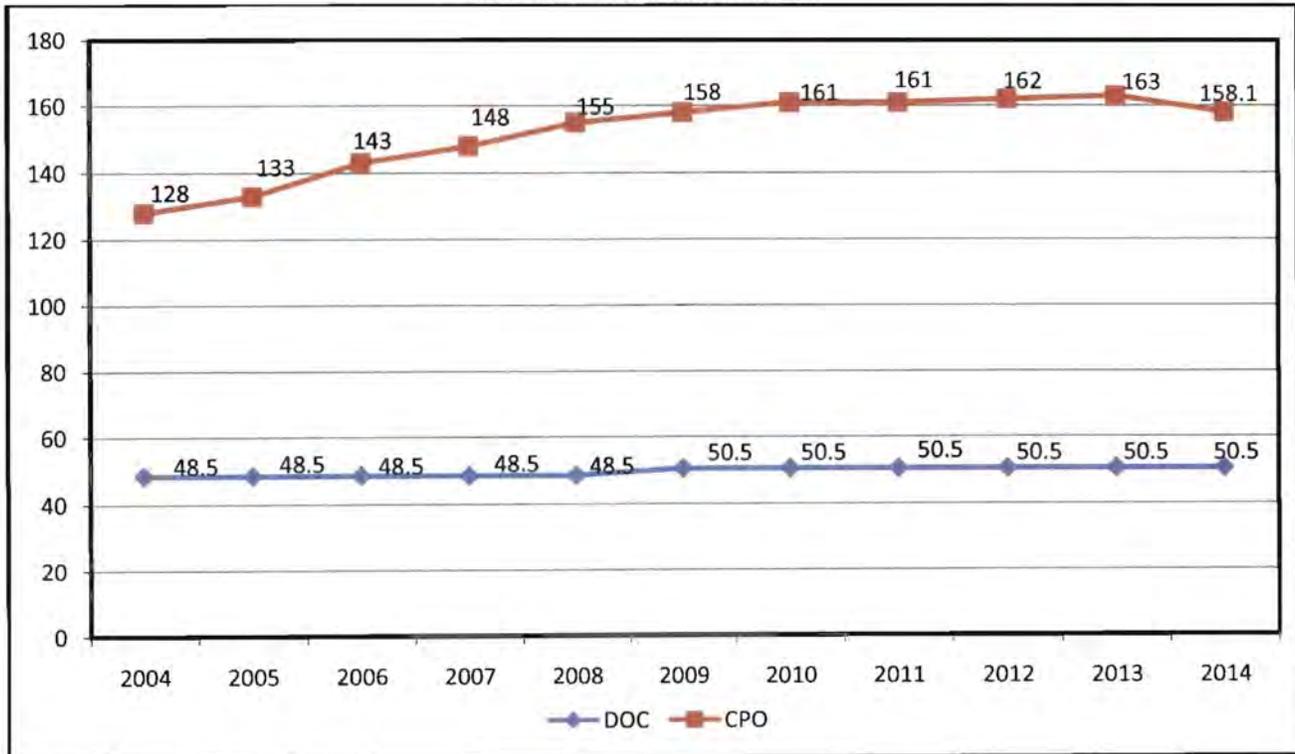
***Not all counties were able to report fee collections. In addition, some county totals included other fee types*

MN DOC FY2014 Budget

Activity	Amount	Percent
CCA Subsidy	\$ 38,055,000	44.3%
CPO Reimbursement	5,049,000	5.9%
DOC Probation & Supervised Release (P&SR)	17,222,888	20.1%
CCA Adult Felony Caseload Reduction	956,000	1.1%
Caseload/Workload Reduction + CCA = \$12,771,000 + CPO = \$ 1,510,000	14,281,000	16.6%
Intensive Community Supervision + CCA = \$3,219,000 + DOC = \$3,224,000	6,443,000	7.5%
CCA Adult Felony Sex Offender Supervision	3,804,000	4.4%
TOTAL	\$ 85,810,888	100.0%

Source: MN DOC Finance

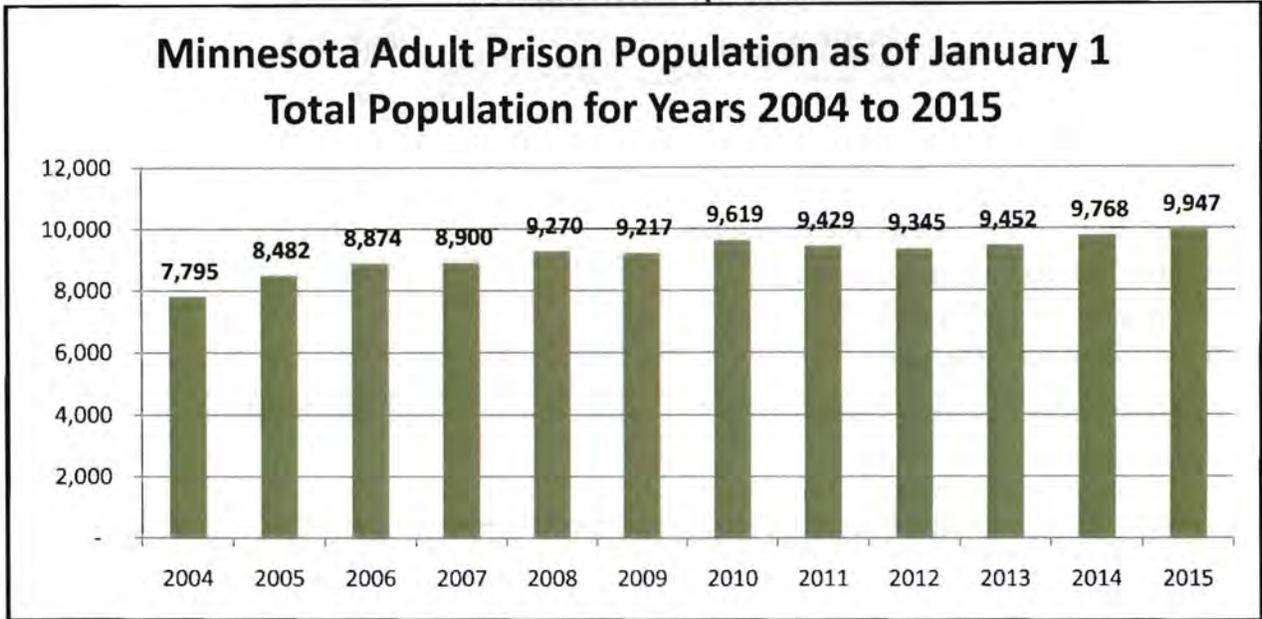
CPO FTE Reimbursement



Source: DOC Grants and Subsidies

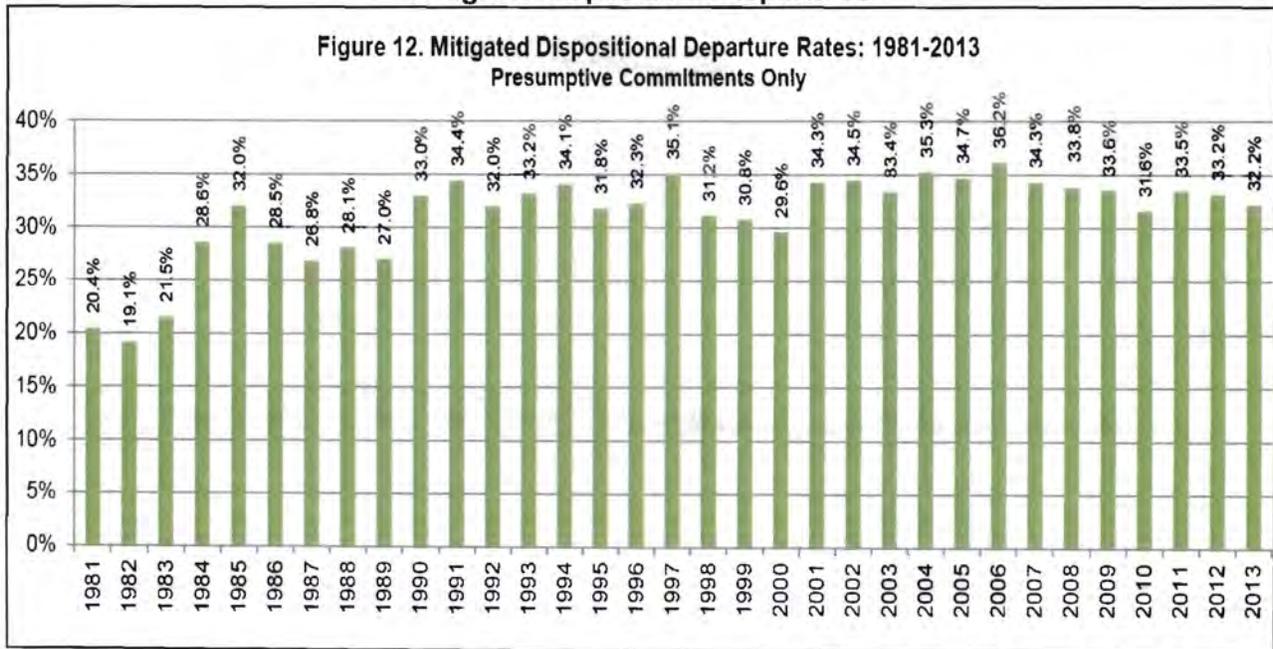
DOC increased by two positions in 2009 with the move of Houston County to DOC Contract

MN DOC Prison Population



Source: MN DOC Prison Adult Profile Cards

Mitigated Dispositional Departures



Source: Minnesota Sentencing Guidelines Commission/Sentencing Practices
2013 Annual Summary Statistics for Felony Offenders

