



BOARD MINUTES
BOARD OF WRIGHT COUNTY COMMISSIONERS
NOVEMBER 2, 2021

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

DATE APPROVED: NOVEMBER 16, 2021

The Wright County Board met in regular session at 9:00 A.M. with Husom, Vetsch, Daleiden, Wetter and Kaczmarek present.

COUNTY BOARD MINUTES 10-26-21 MEETING

Vetsch moved to approve the minutes from 10-26-21. The motion was seconded by Husom and carried 5-0.

AGENDA

Health & Human Services Director Jami Goodrum petitioned to add Item E2 (Health & Human Services).

Vetsch moved to approve the Agenda with the addition of Item E2 (Health & Human Services). The motion was seconded by Kaczmarek and carried 5-0.

CONSENT AGENDA

Husom moved to approve the Consent Agenda. The motion was seconded by Wetter and carried 5-0.

* Items added E2

A. ADMINISTRATION

1. Approve the following Grant Applications:
HHS – 001 Auxiliary Emergency Assistance (\$150,000)
SF – 001 Volunteer Recruitment for Safe Families (\$75,000)
City – 001 Howard Lake Meter Replacement (\$76,479)
2. Approve the following Program Request:
Operation Living Hope Program (\$15,000)

B. ADMINISTRATION – HUMAN RESOURCES

1. Request Approval of the 2022 Wright County Non-Union Benefit Contributions
2. Request Approval of a Memorandum of Agreement (MOA) between American Federation of State, County and Municipal Employees (AFSCME) Council 65 and Wright County to allow full-time employees, at the county's discretion, the ability to combine their two daily paid fifteen-minute breaks and their unpaid 30-minute lunch break into a one-hour lunch/rest period during the workday

C. ADMINISTRATION – FINANCE

1. Approve Renewal of 2021 Tobacco Licenses for:
 - A. Marohn's St. Michael Marketplace, Inc. DBA Cub Foods (St. Michael)
 - B. Holiday Stationstores, Inc. DBA Holiday Stationstore #196 (Monticello)
 - C. Holiday Stationstores, Inc. DBA Holiday Stationstore #214 (Delano)
 - D. Holiday Stationstores, Inc. DBA Holiday Stationstore #254 (Clearwater)
 - E. Holiday Stationstores, Inc. DBA Holiday Stationstore #344 (Monticello)
 - F. Holiday Stationstores, Inc. DBA Holiday Stationstore #378 (Otsego)
 - G. Holiday Stationstores, Inc. DBA Holiday Stationstore #394 (St. Michael)
 - H. CTP, Inc. DBA Clearwater Travel Plaza (Clearwater)
 - I. CTP, Inc. DBA Clearwater Travel Plaza – Fuel Center (Clearwater)
 - J. City of Delano DBA Delano Wine & Spirits (Delano)
 - K. Monticello 1998, LLC DBA Cub Foods #1632 (Monticello)
 - L. Walmart, Inc. DBA Walmart #3624 (Monticello)
 - M. Walgreens Co. DBA Walgreens #13842 (St. Michael)

- N. Walgreens Co. DBA Walgreens #13938 (Monticello)
- O. Albertville Tobacco & Vapor, Inc. DBA Albertville Tobacco & Vapor (Albertville)
- P. ARF Enterprises, LLC DBA Riverview Liqueur (Otsego)
- Q. Casey's Retail Company DBA Casey's General Store #2156 (Rockford)
- 2. Acknowledge Warrants Issued between October 20, 2021 and October 26, 2021 (*See Below, Item IX. Warrants Issued*)
- 3. Motion to Approve the Reimbursement of the American Rescue Plan (ARP) Act Funds as follows:
 County ARP Funds:
 Approval of County Reimbursement of \$39,408 from 01-100-000-0000-6261 Professional Services into 01-099-493-8414-6261 Professional Services as follows:
 \$39,408 for 5.17 Broadband – Design Nine Inc.
 Approval of Use of ARP Funds from 01-099-493-8429-6410 and 01-099-493-8416-6814
 \$1,003.25 2.10 Aid to Nonprofit Organization
 \$40.56 1.5 PPE and Other Supplies
- D. ATTORNEY
 - 1. Schedule Special Assessment Hearing for 9:25 a.m. Tuesday, November 30, 2021
- E. *HEALTH & HUMAN SERVICES
 - 1. Position Replacement
 - A. Social Worker
 - 2. Refer the Reclassification of a vacant Child Support Officer (CSO) position to an Eligibility Specialist position to the November 10, 2021, Personnel Committee meeting
- F. INFORMATION TECHNOLOGY
 - 1. Request to begin hiring process for IT Strategy and Portfolio Manager, and then to fill said position
 - 2. Request to send staff out of state to a conference as budgeted
- E. PARKS & RECREATION
 - 1. Approve request to backfill the open Parks and Natural Resources Technician position
 - 2. Request a Personnel Committee to discuss the potential of restructuring the Campground Manager positions and Park Maintenance Aide position
- G. PLANNING & ZONING
 - 1. Authorize Chairman's signature on Natural Resources Block Grant Agreement
 - 2. Planning Commission Appointment
 - A. Appoint Sandy Greninger to replace Corey Tanner (Third District) to complete three-year term (term to expire December 31, 2021)
- H. UNIVERSITY OF MINNESOTA EXTENSION
 - 1. Approve Memorandum of Agreement (MOA) between Wright County and University of Minnesota Extension for providing Extension Programs locally and employing County Extension staff

TIMED AGENDA ITEMS

BRIAN LUTES, ATTORNEY

Sign Approval of Appointment and Oath for Elizabeth "Betsy" Larson, Chief Deputy Attorney for the Wright County Attorney's Office

Lutes introduced Elizabeth "Betsy" Larson to the board. Larson started with Wright County almost 22 years ago in the Civil Division. Lutes said when he was appointed as County Attorney it was a no-brainer who his Chief Deputy would be. Lutes said with the growth the county has experienced and the demand on the County Attorney's Office a new position was created. Greg Kryzer was appointed Chief Deputy Attorney of the Civil Division which opened this specific position. Lutes said the nature of Larson's position will evolve as time goes. Larson will have a caseload of felonies. Lutes said Larson will be his right-hand person to handle the office and will be a great addition as the new Chief Deputy Attorney.

Larson said she is honored and grateful for the opportunity. Larson said it was somewhat unexpected and she doesn't take the job lightly and will do her best to help Lutes and the County Attorney's Office. Larson said she will serve the residents of Wright County the best way possible.

Vetsch moved to accept the appointment of Elizabeth "Betsy" Larson, Chief Deputy Attorney for the Wright County Attorney's Office. The motion was seconded by Kaczmarek and carried 5-0.

ALICIA O'HARE, WRIGHT COUNTY SOIL AND WATER CONSERVATION DISTRICT

Aquatic Invasive Species (AIS) Prevention Aid Resolution

O'Hare said this motion if for the county to accept local aid from the state. The amount this year is \$231,332 which is a slight increase from previous years. O'Hare pointed out a minor typo on the last line of resolution, it says 2019, but should say 2022.

Daleiden said at the bottom of the resolution the name of the Assistant County Administrator needs to be removed.

Vetsch moved to accept and delegate the AIS funds in the amount of \$231,332 to Wright County Soil and Water Conservation District (SWCD). The motion was seconded by Husom and carried 5-0 on a roll call vote.

MARC MATTICE, PARKS & RECREATION

Review and Accept Bids on Basin and Grade Stabilization on the North Fork of the Crow River. Authorize signatures on an agreement between Wright County Division of Agriculture and Drainage, Wright County Soil and Water Conservation District (SWCD) and contractor for Implementation

Mattice said the sealed bids for this project were received and opened on Friday, October 29, 2021. Three bids were received for this project. The lowest bid came from Ashwill Companies in the amount of \$148,517.45. American Rescue Plan (ARP) funds can be used for clean water projects. The recommendation is to move ahead with a contract with Ashwill Companies for this project. Mattice said Parks & Recreation would like to get moving on this project before the ground freezes.

Kaczmarek wanted to know if there were going to be any road closures due to this project and if the deadline of Friday, December 31, 2021 is correct? Mattice confirmed there would be no road closures and the deadline of December 31, 2021 is correct. Mattice said Ashwill Companies assured him that they will be renting the equipment needed to complete this project on time. Kaczmarek asked what happens if the equipment is not available to rent? Mattice said Ashwill Companies can hire a sub-contractor if needed but the project must be completed by the deadline of Friday, December 31, 2021.

Daleiden asked if Ashwill Companies is a local company? Mattice confirmed the company is based in Cokato.

Kaczmarek moved to accept the bid of \$148,517.45 from Ashwill Companies for the Hillmeyer project in Cokato Township. The motion was seconded by Husom and carried 5-0.

MATTHEW DETJEN, AG & DRAINAGE

Adoption of the Resolution Ratifying Order Establishing New Joint Drainage Authority, Ratifying Actions and Directing further proceedings for Joint Ditch #35

Detjen said Joint Ditch #35 is formally known as McLeod County Ditch #35. Detjen said there are two properties and one road authority on Joint Ditch #35. McLeod County has six redeterminations of benefits on Tuesday, November 8, 2021, which includes Joint Ditch #35. Detjen said he is unsure of the anticipated future work to Joint Ditch #35, but the benefits were from 1918, so obviously it needs to be updated. Detjen said because this is creating a Joint Ditch one of the Wright County Commissioners will act as one of the five members of the Drainage Authority for Joint Ditch #35.

Kaczmarek moved to adopt the resolution Ratifying Order Establishing New Joint Drainage Authority, ratifying actions and directing further proceedings for Joint Ditch #35. The motion was seconded by Wetter and carried 5-0 on a roll call vote.

ITEMS FOR CONSIDERATION

ADMINISTRATION

Schedule a Committee of the Whole meeting to discuss elected official's salary

County Administrator Lee Kelly said the elected official's salary must be discussed and decided on each year per state statute. Kelly said the Commissioners salary should also be discussed at the meeting.

Kaczmarek wanted to confirm for the record that it will be the five Commissioners, Kelly, Sheriff Deringer and County Attorney Lutes in attendance at the Committee of the Whole meeting. Kelly informed him that is correct.

Husom moved to set the Committee of the Whole at 9:00 a.m. Monday, November 29, 2021. The motion was seconded by Kaczmarek and carried 5-0.

Schedule a Board Retreat

Kelly said at the Board Retreat there will be discussion regarding the new year. Kelly said it would be good to have some time to work with department heads prior to budget 2023's process starting.

Vetsch moved to set a Board Retreat at 7:30 a.m. Friday, December 3, 2021, at a location to be determined at a later date. The motion was seconded by Husom and carried 5-0.

Topics for discussion at the Tuesday, November 9, 2021, Workshop: Schedule meetings as needed, Legislative discussion for the 2022 Session, changes to the Fees for Service Schedule, Government Center Use Agreement for the dental clinic and Economic Development Partnership (EDP)

- Request for Proposal (RFP) that has been received for the Compost Facility.
- Update on dental clinic
- Update on Deferred Compensation
- Update on the new Government Center and move in
- Update on the Highway Department's survey

COMMITTEE MINUTES

BROADBAND COMMITTEE MEETING MINUTES (10-26-21)

Vetsch moved to approve the Broadband Committee meeting minutes and recommendations from 10-26-21. The motion was seconded by Husom and carried 5-0.

I. Feasibility Study Update

Project Administrator Elizabeth Karels introduced Jack Maytum, Senior Business Analyst for Design Nine. Maytum stated details from the broadband survey were presented at the Broadband Informational Meeting that was held on Wednesday, September 22, 2021. The meeting was well attended, with many Internet Service Providers (ISPs) present. The broadband survey was distributed to every household in the county and was available online. The response rate was approximately 15 percent.

Design Nine has completed a Broadband Service Provider Report. The report illustrates all available broadband technology types offered in the county along with pricing. The data is organized by zip code. Maytum stated Wright County has more providers than many other areas. Approximately half the county currently has access to fiber. The intention of the study is to provide everyone access to fiber.

Maytum explained the ways households access internet: 9 percent use cell phone, 42 percent have "little" broadband DSL, 32 percent have cable modems, and 17 percent have no internet. The monthly cost for the access types is approximately \$155, \$188, \$173, and \$135, respectively. Over a 30-year period, an estimated \$3.6 billion will be spent by households and businesses for internet service. Most people are unsatisfied with current coverage, especially in rural areas. A plan must be developed to help improve internet coverage for all residents of the county.

Communications Specialist John Holler questioned if there is potential for supply chain issues. Maytum responded the counties needs may be subject to a supply line breakdown. Previously, it would have taken four to six weeks to acquire materials, now it is taking several months. Maytum stressed the importance of developing a comprehensive plan.

Additionally, Karels has selected several neighborhoods to serve as fiber pilots. Design Nine will develop detailed plans to provide fiber in those areas, including mapping and accounting. If the county or an ISP chose to provide service in one of these areas, the costs would be known.

Commissioner Darek Vetsch questioned when the final report will be prepared. Maytum stated a draft report will be provided by the end of November. Commissioners will have the opportunity to make suggestions and recommendations at that time.

RECOMMENDATION: Informational only.

II. Updates from Flaherty & Hood

Senior Attorney/Lobbyist for Flaherty & Hood Shane Zahrt stated he does not expect the Border-to-Border Broadband grants to go live until later this year or early next year. The county previously questioned if American Rescue Plan (ARP) funds could be used as a match. Zahrt stated U.S. Senator Tina Smith has expressed interest in finding a way to allow the use of ARP funds as a match. Zahrt has tried contacting Senator Smith's staff regarding this.

Additionally, the county previously expressed an interest in providing support to Townships that need additional resources or guidance. Zahrt stated there are firms that specialize in those types of agreements. Zahrt suggested scheduling an additional meeting to discuss it further. Zahrt also reached out to the local firm in St. Michael to see if it has any in-house expertise but has not received a response.

Vetsch stated he is looking for an action plan for Townships to move forward with right-of-way and franchise agreements. Vetsch suggested providing sample franchise agreements as well as cost. Rockford Township Supervisor John Deitering stated Rockford Township has been negotiating a franchise agreement with Midco for four months. Daleiden questioned what the issues are. Deitering stated it is uncertain who will pay the legal fees. Additionally, Rockford Township already has a franchise agreement with Spectrum. The Township must negotiate equal franchise agreements for each provider. Vetsch asked Zahrt to strategize how to work through this issue. Vetsch stated it could be helpful if the county would recommend a standard agreement to use. Andrew Cohill, President and CEO of Design Nine, stated Design Nine would share some franchise agreements with the county.

RECOMMENDATION: Zahrt will provide a step-by-step guide with Frequently Asked Questions and a sample franchise agreement. Zahrt will strategize how to negotiate franchise agreements with providers. Zahrt will also provide clarification on what circumstances require a franchise agreement. Design Nine will share franchise agreements with the county. Staff will collect franchise agreements from cities and townships.

III. Dig Once Proposal

Karels explained Administration Intern Gabrielle Lechner has reached out to other counties and discussed the proposal with the Highway Department. Lechner explained the goal of the Dig Once policy is to lay as much conduit as possible when there are open trenches, when roads are closed. Wright County has many rural areas with limited internet provider options. The Dig Once policy could help prepare the county for future expansion and allow providers the ability to cost-effectively install fiber underground. Dakota County and Sherburne County follow Dig Once practices.

Highway Engineer Virgil Hawkins stated he has discussed the policy with other counties. Hawkins stated he is willing to help develop a policy that works for the county. Daleiden suggested starting with Highway 37. Assistant Highway Engineer Chad Hausmann stated Lumen, Charter, Zayo, Arvig, and a 5G network are already located in the segment under construction. He questioned what the benefit would be since the providers are already located

there. Information Technology Director Matthew Fomby stated the county gains flexibility in having an empty pipe in the ground. The cost of installing empty pipe in the ground while the ground is already dug up is minimal.

Daleiden stated it would be beneficial for the cities and townships to apply the same policy.

RECOMMENDATION: Staff will develop a Dig Once policy and provide the committee with recommended pilot programs.

IV. Action Items/Agenda for Next Meeting

- 1) **Schedule a Broadband Committee Meeting at 10:30 a.m. Tuesday, November 16, 2021. Topics for discussion include:**
 - A. **Franchise Agreements**
 - B. **Dig Once Policy**
- 2) **Schedule a Broadband Committee Meeting at 10:30 a.m. Tuesday, December 14, 2021. Topics for discussion include:**
 - A. **Design Nine Feasibility Study**

PERSONNEL COMMITTEE MEETING MINUTES (10-27-21)

Vetsch said the only budgetary impact for hiring two new deputies would be the benefits and equipment. The wages for the two deputies will be paid from employees being on leave. The Sheriff's Office is not spending 100 percent of its personnel cost because there are so many openings in the department all the time.

Husom wanted to know why the committee approved hiring two additional deputies if the Sheriff's Office is having trouble hiring? Vetsch said sometimes there is a pool of good candidates that meet all the requirements. The Sheriff's Office wants to be able to get as many good candidates as possible.

Kaczmarek asked if there are guidelines regarding what the county can offer as bonuses to get new hires? Kryzer said that can be discussed internally and he can come back to the board at the Workshop on Tuesday, November 9, 2021.

Vetsch wanted to make sure everyone is clear if the board approves the minutes and recommendations the Sheriff will have the ability to add two more full-time deputies.

Vetsch moved to approve the Personnel Committee meeting minutes and recommendations from 10-27-21. The motion was seconded by Wetter and carried 5-0.

I. SHERIFF

a. Backfilling Positions During Long-Term Medical Leaves along with Future Hiring Challenges

Sheriff Sean Deringer began the meeting by expressing his appreciation to the Committee members for having conversations with the realization of the current challenges that the Sheriff's Office is facing. However, he believes that darker days are ahead, and the hiring climate is going to get difficult.

Deringer identified five cities in Wright County with current challenges that will require more contract hours through the Sheriff's Office. So far, he has met with the cities of Monticello, Otsego, Albertville, and St. Michael and expects to meet with the City of Delano in November. All of these cities will have the recommendation for significant increase of contract hours starting January 2023.

Deringer shared with the committee members that his department is facing eight scheduled retirements by the end of 2022 and plans on submitting a request for eight to twelve full-time employees next year in order to cover the new contract increases for 2023. That is a total of twenty additional staff and that doesn't include the employees that are leaving for any other reasons. He continued to share recruitment numbers reporting that the spring is usually the best time to recruit new employees due to graduations from police academies. What is concerning is that in spring of

2020 his office had 139 applicants. In 2021 there were only 36. He added that the spring list has been exhausted and the testing last week they only had a total of 17 applicants.

He continued to describe that statewide challenges are also occurring throughout Minneapolis and Saint Paul Police Departments and the Minnesota State Patrol. Those three agencies have more openings than there are qualified candidates to fill the open seats. College enrollments and graduates are also dwindling and programs facing potential closures, because it doesn't make sense for them to remain open for such low registration. He also shared that Meeker County had three open positions posting for more than three weeks and had zero applicants. They are all trying to find new ways of recruiting and retaining qualified staff.

At this time, Wright County is housing all of Benton County's female inmates and two months ago Dakota County's jail closed a pod due to staffing issues. Sheriff Deringer commented that although his office able to function on lean staffing crew, however, he doesn't believe it's sustainable and wants to continue the quality of life in the community, as we know it. He added that Sherburne County has the federal contract and is short-staffed by 10 percent, which he believes will require serious conversations that will be presented to the Sherburne County Board as well and they will potentially ask something similar that – are they willing to leave millions of dollars on the table, or will they be willing to pay Corrections Officers \$40 per hour? His fear is a triple effect, and they will snap up every qualified applicant in the 10-county area.

Deringer said his request to the County Board is to allow him to hire above the allotted licensed staffing positions filling the positions that are on leave and the anticipation of the retirements.

Deringer added that he believes that the County will need to consider looking at newer ways to recruit and retain qualified applicants. He said that surrounding agencies are offering to offer sign-on bonuses, pay college tuition, pay off debts, and although he is not a proponent of offering sign-on bonus, maybe there are other creative options to offer new hires as a promotion such as offering a five-year deputy to take home a squad or offering additional benefits after making it through the probation period. As an example, Brooklyn Center Police Department is offering a 16 percent salary increase over two years. Other possible options were explored in what creative recruitment and retaining benefits may look like in the future. A few suggestions included possibly accruing vacation time quicker. Commissioner Darek Vetsch said that the labor market is much different now. The mindset is much more about work-life balance with the least amount of work and more time for family, if they can make the same amount of money in working longer hours four days a week, allowing them to have time off to spend with family. Vetsch added many younger employees are not interested in a health care savings plan or long-term benefits.

A discussion followed regarding the existing hiring process and the amount of time it takes in the hiring process – from posting the position, testing, background checks, psychological evaluations, and training. The process takes six months and Deringer's office has lost out on interested and qualified candidates, especially for qualified, experienced applicants coming from other agencies. Deringer said that once his office is ready to make an offer, applicants have withdrawn and because they have taken on a position somewhere else, simply due to timing.

Deringer commented that his command staff has worked very hard to foster an environment that staff are valued and their time matters. He explained the amount of time that staff have been out for extended periods of time over the past year due to injuries and illness, as well as time missed for parental leave or vacations. Even though he operates on a lean staffing budget, he explained that this is significant time and his office always has people out – they may not all be out on workers compensation but seems like at any given time his office is two or three employees down and when it begins to be in the range of six employees or more, it causes a strain on being able to accomplish the duties of the office. At times, vacation requests are denied because the office needs to be as fully staffed as possible. He said the Sheriff's Office can't be down 20 staff and expect to provide the quality of service to the \$10 million in city contracts that are in place if they can't staff appropriately and begin the hiring process prior to 2023.

Human Resources Director Shawn Johnson commented that aside from COVID-19, this issue is the second biggest topic across the board to deal with throughout the HR communities. Johnson also added to keep the posting open as continuous.

Commissioner Mark Daleiden and Vetsch suggested to approve to hire two additional staff right away and bring the conversation to the next available Board meeting for three additional FTE's.

RECOMMENDATION: APPROVE TO HIRE TWO LICENSED FTE WITH ADDITIONAL CONVERSATIONS FOR THREE MORE WITH THE FULL BOARD OF COMMISSIONERS.

TECHNOLOGY COMMITTEE MEETING MINUTES (10-27-21)

Vetsch moved to approve the Technology Committee meeting minutes and recommendations from 10-27-21. The motion was seconded by Husom and carried 5-0.

I. Project Updates

Matthew Fomby, IT Director, updated on the NetApp CIP Project. The NetApp supports the County storage systems, providing management, backup, and disaster recovery solutions. The NetApp will be upgraded and renewed the 4th quarter of 2021, as scheduled. The upgrade aligns well with the move to the new building coinciding with the current product being end of life. Final analysis needs are being discovered with a cost estimated to be between \$275,000 and \$300,000. This project has been budgeted for in the 2020 and 2021 CIP, with funding already established – no new dollars are needed for it. The final quote will soon go before the board for final approval.

Fomby next presented the Retention Update. As approved by the County Board, TEAMs will move to a 14-day retention schedule; chat prior to 14 days being purged and unrecoverable. Email will be the next retention schedule to be updated. Discussion was had by many staff members that a three-month retention schedule is too short for email, as many initiatives and issues are not able to turn around in that time frame, Commissioner Vetsch, and HHS, Health and Human Services, Director Jami Goodrum Schwartz both stated. It was also mentioned that two years to three months is a big change in business process. Records Management Analyst, Danitra Nodland, stated that email in and of itself is not a record, meaning each and every email is not a record. However, items within an email can be records. Discussion also involved staff time involved with data requests and redaction of documents. Nodland also stated that the schedule change to email will not be rolled out immediately, with Fomby adding that when the O365 Architect arrives planning and training for the best course of action will occur.

The CAMA project was discussed by Jeremy Kringler, IT Business Analyst (BA). The CAMA project is moving ahead quite rapidly with the Assessor team handling a lot of work. They are still on schedule to meet their November rollout. Discussion was had about other related programs, with Finance Director Lindsey Meyer stating that Taxpayer Services was gathering quotes to ensure the County receives the best price and product for them. The CAMA project is on track.

The Website Redesign project was discussed by Matthew Fomby, IT Director, and Elizabeth Karels, Administration. The redesign will focus on making the website more ADA compliant and mobile friendly. Karels also highlighted that there will be additional training for staff from across departments to learn how to utilize the site tools. Commissioner Vetsch questioned if we were involving people outside County Staff to test pages and user experience. Karels stated that the project is in a multi-step process. The first step involves cleanup with the CIVIC Plus consultant, the second step will be continuous improvement with a focus on making the website better on all fronts, this is where user tests will come in. Commissioner Daleiden asked if the update is still on track to coincide with the move to the new building, which it was replied yes it was.

Fomby, briefly reviewed the O365 – InTune project progress. IT Staff are moving all County computer devices from the security application Cylance to the Microsoft Defender product. Defender is included in the County's Microsoft 365 environment. Not renewing Cylance will save the County around \$15,000. Various security settings were briefly discussed.

TeamDynamix, TDX, was presented by Becki Murphy, IT. TDX will replace the current County helpdesk ticketing system known as TrackIt and the project management tool. The TDX team has been diligently working with the vendor on configuration. Murphy highlighted current tickets will be migrated to the tool before the go live. Demonstrations with departments have occurred throughout October. It was noted that the tool provides more transparency for the end user. Murphy conducted a short Demo for Committee members present at the end of the meeting. Highlighting how a ticket can be entered, that Single Sign On will be a feature of the tool. Implementation is on track for the middle of December.

RECOMMENDATION: Approve NetApp quote when it comes before the board, it will utilize prior board approved funding, no new funding is needed.

II. New Project Requests

Rebecca Murphy, IT, brought to the Committee two new projects from Departments across the County. The first project was the Wright County Sheriff's Office (WCSO) Emergency Medical Record Replacement project, which manages inmate records. The second project was a WCSO Server Decommission which IT BA Heidi Staunton has been working with staff on. Both projects were approved to move forward by the Committee.

RECOMMENDATION: IT has the capacity for the above-mentioned projects to proceed

III. 2021 Project Portfolio Summary

Rebecca Murphy reviewed the Project Summary with the Committee focusing on a few items. Murphy began with priority of the Attorney Karpel project which will begin the middle of 2022, with an advised priority under Website Redesign. The Committee approved of this priority. The Committee was updated that Q Flow equipment will begin to be shipped the beginning of November. Discussion by ConnieMae Cooper, ECM (Enterprise Content Management) Architect, and HHS Director Jami Goodrum Schwartz that the OnBase update from Classic to Core should be entered as a project, as it is on the ECM roadmap, but not yet an official project. The Land Notification project was officially closed and is serviceable to the public. SQL server replacement is continuing to move ahead. Nintex to Flow is also continuing to make progress.

RECOMMENDATION: Approved the Attorney Karpel project to have a priority ranking right below the Website Redesign.

ADVISORY COMMITTEE/ADVISORY BOARD UPDATES

Supervisor Training. Kelly said there was Supervisor Training on Thursday, October 28, 2021, with the county's Labor Attorney Susan Hansen. There were good interactive discussions amongst the managers in attendance.

Mandates Project. Kelly said he has been meeting with Project Administrator Elizabeth Karels regarding the COVID mandates. Once all the details are laid out, it will be brought to the board.

Health Insurance. Kelly said there have been two days of negotiations regarding health insurance. The first was on Thursday, October 28, 2021 and the second was Monday, November 1, 2021.

Central Mississippi River Regional Planning Partnership (CMRP). Vetsch said CMRP is starting to take shape. The action plans have been created. There is a variety of different subcommittees that have been created within CMRP. Vetsch said CMRP is creating a place making grant/micro grant which will be anywhere from \$500 to \$1,000 for the region.

Transportation Subcommittee. Vetsch said the Transportation Subcommittee met and it's beginning to take a collection of the Land Use Plans from the different jurisdictions. The subcommittee will start the process of looking at potential corridors for a future river crossing by using the Land Use Plans and not just the Transportation Metrics.

TyloHelo Inc. Vetsch, Husom and Wetter went on a tour of TyloHelo Inc. which is a custom sauna and steam bath manufacturer based in Cokato. Vetsch said TyloHelo is the largest sauna and steam bath manufacturer in the world.

Husom said TyloHelo is looking to hire about 30 people.

Wright County Community Action (WCCA). Daleiden said the week of October 25, 2021, interviews took place for the Executive Director position.

Central Minnesota Emergency Medical Services Region Joint Powers Board. Husom said the Buffalo Police Department and the Wright County Sheriff's Office were recipients of the Naloxone Grant. The Overdose Fatality Review Committee informed the Joint Powers Board that Wright County has a high number of overdoses. The Critical Incident Team has already responded to 27 critical incidents this year. Normally, there are approximately 25 critical incidents for the entire year.

Planning Commission. Kaczmarek attended the Planning Commission meeting. There was a lot of discussion regarding the Teen Challenge Conditional Use Permit (CUP) proposal in Rockford Township. A site inspection is scheduled for 3:30 p.m. Friday, November 12, 2021. There will be more discussion at the November 18, 2021, Planning Commission meeting.

The meeting adjourned at 10:13 a.m.

County Board Minutes submitted by Angie Fisher, Administrative Specialist