

ANOKA COUNTY

MANAGEMENT COMMITTEE AGENDA
Commissioners West (Chair), Look, Braastad, and Gamache

FOR THE JULY 9, 2019, MEETING

8:45 A.M.

Master Conference Room #772 - Government Center

1. In accordance with the Personnel Rules and Regulations, and/or the Travel Policy, and at the request and recommendation of the respective department heads, consider approving the consent items. **See attached** consent items.
2. Consider Resolution #2019-M2, Authorizing Execution of Crime Victim Prosecutorial Services Grant Agreement with The Minnesota Department of Public Safety, Office of Justice Programs (Contract #C0007352). **See attached** resolution.
3. Consider, for informational purposes, presentation relating to the proposed 2020 budgets for the following area:
 - A. License & Passport Services
4. Public comments are welcome at this time. In consideration of others wishing to speak, please limit comments to 2 minutes.

ANOKA COUNTY

CONSENT ITEMS

FOR THE JULY 9, 2019, MANAGEMENT COMMITTEE MEETING

Consent items will be voted on as one item.

At the request of any commissioner, a consent item may be moved to the regular agenda for discussion purposes.

1. Reclassifications as recommended by the Employee Relations director. **See attached** dated July 9, 2019.
2. Travel requests at the request and recommendation of the respective department heads in accordance with the Travel and Expense Policies:
 - A. Andrew Dykstra, Director - Administration/Facilities Management and Construction - to attend International Facility Management World Workplace Conference and Expo - Phoenix, AZ - 5 days, October 2019 - costs to include \$900 registration, \$46 mileage, \$625 lodging, \$284 per diem (lunch provided), \$350 air fare, and \$100 ground transportation.
 - B. Danielle Sanborn, Landscape Architect - Administration/Parks - to attend American Society of Landscape Architects Conference - San Diego, CA - 4 days, November 2019 - costs to include \$740 registration, \$41 mileage, \$390 per diem, \$100 ground transportation, and \$156 parking. Employee will cover cost of air fare and hotel with reward points.

Travel and training forms are available in Administration for review.

**Employee Relations Department
Recommendations for Reclassification**

Incumbent	Present Title	Proposed Title	Present Grade Level	Approved Grade Level	Department	Effective Date
Lynne Forbragd	Space Planner	Space Planner	11	12	Facilities Mgmt	07/20/2019
Lori Buchta	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Tiffany Corbin Westlund	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Hannah Garcia	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Sally Gauthier	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Andrea Manthei	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Shandra McGhee	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Lisa Talbot	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Vacant	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019
Vacant	Legal Secretary I	Legal Assistant	9	10	Attorney's Office	07/20/2019

RESOLUTION #2019-M2

**AUTHORIZING EXECUTION OF
CRIME VICTIM PROSECUTORIAL SERVICES
GRANT AGREEMENT WITH THE
MINNESOTA DEPARTMENT OF PUBLIC SAFETY,
OFFICE OF JUSTICE PROGRAMS
(CONTRACT #C0007352)**

WHEREAS, the Crime Victim Services Grants Unit of the Office of Justice Programs (“OJP”), a division of the Minnesota Department of Public Safety (“State”), has made available grant funding for general crime victim services; and,

WHEREAS, Victim/Witness Services of the Anoka County Attorney’s Office (“Grantee”) has received notification of a grant award in the amount of \$279,028 to be used to expand services for underserved populations, such as elderly and non-English speaking crime victims, for Fiscal Years 2020 and 2021; and,

WHEREAS, the Grantee and Anoka County have entered into cooperative agreements with the State and OJP in previous years to fund services tailored to crime victims; and,

WHEREAS, in order to accept the grant funds, Anoka County must agree to conditions of the grant:

THEREFORE, BE IT RESOLVED that Anoka County hereby enters into Grant Agreement Number A-CVS-2020-ANOKAAO-114 with OJP to be used in part to expand crime victim services.

BE IT FURTHER RESOLVED that the Anoka County Board of Commissioners and the Anoka County Administrator hereby authorize the Anoka County Attorney to execute the grant agreement on behalf of Anoka County.