



Board of Commissioners Agenda

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

May 9, 2023 - 9 a.m.

Council Chambers - Courthouse Room 300

ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

1. **Agenda of May 9, 2023 is Presented for Approval** [2023-092](#)
Sponsors: County Manager's Office
Approve the agenda of May 9, 2023.
2. **Minutes from May 2, 2023 are Presented for Approval** [2023-093](#)
Sponsors: County Manager's Office
Approve the May 2, 2023 Minutes.

PROCLAMATION

3. **Proclamation: Mental Health Awareness Month** [2023-182](#)
Sponsors: Public Health
4. **Proclamation: Correctional Officers Week** [2023-160](#)
Sponsors: Sheriff's Office, Community Corrections

ADMINISTRATIVE ITEMS

5. **Second Amendment to the Cooperative Maintenance Agreement with the City of New Brighton for Long Lake Regional Park - Lions Park** [2023-170](#)
Sponsors: Parks & Recreation
 1. Approve the second amendment to the agreement with the city of New Brighton for installation and subsequent maintenance of electric vehicle charging stations.
 2. Authorize the Chair and Chief Clerk to execute the amendment.
6. **Battle Creek Regional Park Master Plan Amendment** [2023-172](#)
Sponsors: Parks & Recreation

1. Approve the Battle Creek Regional Park Master Plan Amendment dated March 31, 2023.
2. Authorize submission of the Battle Creek Regional Park Master Plan Amendment to the Metropolitan Council.

7. Reappointment of the County Surveyor

[2023-148](#)

Sponsors: Public Works

Reappoint Daniel Baar to the position of Ramsey County Surveyor, for up to a four-year term, from May 21, 2023, through May 20, 2027, as provided by Minnesota Statutes 383A.42 and 389.011.

8. Appointment of County Engineer

[2023-174](#)

Sponsors: Public Works

Appoint Bradley Estochen to the position of Ramsey County Engineer for a four-year term of May 9, 2023, to May 8, 2027, as provided by Minnesota Statutes 163.07.

POLICY ITEM

9. Presentation: Federal Public Health Emergency

[2023-187](#)

Sponsors: County Manager's Office

None. For information and discussion only.

LEGISLATIVE UPDATE

COUNTY CONNECTIONS

OUTSIDE BOARD AND COMMITTEE REPORTS

BOARD CHAIR UPDATE

ADJOURNMENT

Following County Board Meeting:

10:00 a.m. (estimate) - Housing and Redevelopment Authority Meeting, Council Chambers – Courthouse Room 300

Advance Notice:

May 16, 2023 County board meeting – Council Chambers

May 23, 2023 County board meeting – Council Chambers

May 30, 2023 No board Meeting – 5th Tuesday

June 6, 2023 County board meeting – Council Chambers



Board of Commissioners

Request for Board Action

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

Item Number: 2023-092

Meeting Date: 5/9/2023

Sponsor: County Manager's Office

Title

Agenda of May 9, 2023 is Presented for Approval

Recommendation

Approve the agenda of May 9, 2023.



Board of Commissioners

Request for Board Action

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

Item Number: 2023-093

Meeting Date: 5/9/2023

Sponsor: County Manager's Office

Title

Minutes from May 2, 2023 are Presented for Approval

Recommendation

Approve the May 2, 2023 Minutes.

Attachments

1. May 2, 2023 Minutes



Board of Commissioners Minutes

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

May 2, 2023 - 9 a.m.

Council Chambers - Courthouse Room 300

The Ramsey County Board of Commissioners met in regular session at 9:03 a.m. with the following members present: Frethem, McGuire, Moran, Ortega, Reinhardt, Xiong and Chair MatasCastillo. Also present were Ryan O'Connor, County Manager, and Jada Lewis, Civil Division Director, Ramsey County Attorney's Office.

ROLL CALL

Present: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGEMENT

Read by Commissioner Xiong

1. Agenda of May 2, 2023 is Presented for Approval [2023-090](#)

Sponsors: County Manager's Office

Approve the agenda of May 2, 2023.

Motion by Moran, seconded by McGuire. Motion passed.

Aye: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

2. Minutes from April 25, 2023 are Presented for Approval [2023-091](#)

Sponsors: County Manager's Office

Approve the April 25, 2023 Minutes.

Motion by Xiong, seconded by Moran. Motion passed.

Aye: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

PROCLAMATION

3. Proclamation: Tech Month [2023-117](#)

Sponsors: Workforce Solutions

Presented by Commissioner Moran.

ADMINISTRATIVE ITEMS

4. 2023 Special Board of Appeal and Equalization [2023-165](#)

Sponsors: County Assessor's Office

1. Appoint the Special Board of Appeal and Equalization members and designated chairs, to conduct the 2023 Ramsey County Special Board of Appeal and Equalization, as needed, on meeting days June 13, 2023 through June 26, 2023 (excluding Saturday):
 - Jan Rapheal - District 1
 - Mitch Corbin - District 2
 - Jeanette Jones - District 3
 - Artika Tyner - District 3
 - Susan Gilmer- District 4
 - Ron Stevens (Chair) - District 5
 - Cheniqua Johnson - District 6
 - Joy Erickson (Chair) - District 7
 - John Mascari - County Manager appointed
 - Patty Lammers - County Manager appointed
2. Approve the Procedural Rules to be adhered to by the 2023 Ramsey County Special Board of Appeal and Equalization.
3. Approve the Code of Ethics and Conduct Guidelines to be adhered to by the 2023 Ramsey County Special Board of Appeal and Equalization.
4. Authorize the County Manager to approve the payment of expenses for the 2023 Ramsey County Special Board of Appeal and Equalization and expenses for training for 2024 Ramsey County Special Board of Appeal and Equalization members as required by Minnesota Statutes, Section 274.13.

Motion by Xiong, seconded by McGuire. Motion passed.

Aye: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

Resolution: [B2023-065](#)

5. Public Works Construction Quarterly Report for January 1, 2023 through [2023-163](#)
March 31, 2023

Sponsors: Public Works

Accept the Public Works Construction Quarterly Report for the period of January 1, 2023 through March 31, 2023.

Motion by Xiong, seconded by McGuire. Motion passed.

Aye: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

Resolution: [B2023-066](#)

6. Agreement with City of New Brighton for Voting Equipment and Elections [2023-164](#)
Services

Sponsors: Property Tax, Records & Election Services

1. Approve agreement with the city of New Brighton for a contract for election services from June 1, 2023 through December 31, 2026.
2. Authorize the Chair and Chief Clerk to execute the agreement.
3. Authorize the County Manager to approve and execute amendments to the agreement in accordance with the provisions of the agreement and all other terms and conditions remaining the same, in a form approved by the County Attorney's Office.
4. Approve an increase in the personnel complement of the Elections Office by 1.0 Full-Time Equivalent.

Motion by Xiong, seconded by McGuire. Motion passed.

Aye: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

Resolution: [B2023-067](#)

7. Appointment to the Workforce Innovation Board of Ramsey County [2023-119](#)

Sponsors: Workforce Solutions

Appoint Lauren Hunter to represent Business on the Workforce Innovation Board of Ramsey County for a term beginning May 2, 2023 and ending July 31, 2023.

Motion by Xiong, seconded by McGuire. Motion passed.

Aye: Frethem, MatasCastillo, McGuire, Moran, Ortega, Reinhardt, and Xiong

Resolution: B2023-068

POLICY ITEM

8. Presentation: Update on Solicitations for Critical Corridors, Community [2023-147](#)

Development Block Grant, and Housing Development

Sponsors: Community & Economic Development

None. For information and discussion only.

Discussion can be found on archived video.

LEGISLATIVE UPDATE

Presented by Commissioner MatasCastillo. Discussion can be found on archived video.

COUNTY CONNECTIONS

Presented by County Manager, Ryan O'Connor. Discussion can be found on archived video.

OUTSIDE BOARD AND COMMITTEE REPORTS

Discussion can be found on archived video.

BOARD CHAIR UPDATE

Presented by Chair MatasCastillo. Discussion can be found on archived video.

ADJOURNMENT

Chair MatasCastillo declared the meeting adjourned at 10:39 a.m.



Board of Commissioners

Request for Board Action

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

Item Number: 2023-182

Meeting Date: 5/9/2023

Sponsor: Health and Wellness

Title

Proclamation: Mental Health Awareness Month

Attachments

1. Proclamation

Proclamation

WHEREAS, One in five adults will experience mental illness and one in six youth experience a mental health disorder; and

WHEREAS, Mental health impacts a person's emotional, social, environmental, financial and overall well-being, with significant disparities among racially and ethnically diverse communities; and

WHEREAS, The Ramsey County Board of Commissioners reaffirms its commitment to improving the conditions that influence quality of life and health outcomes of Ramsey County residents by partnering with traditional systems and taking strategic approaches to improve the health, well-being and wellness of residents through cultural pathways; and

WHEREAS, The Ramsey County Board of Commissioners commits to working alongside community partners to reduce service gaps and provide culturally appropriate and responsive mental health services that incorporate norms and values that are meaningful for support, healing and recovery to all residents regardless of their background, income or abilities; and

WHEREAS, Everyone shares responsibility for the strength and overall well-being of Ramsey County residents acknowledges that mental health is important at every stage of life, from childhood and adolescence through adulthood; and

WHEREAS, Ramsey County commits to advocating for funding and support of mental health services at the state and federal level through partnerships and advocacy on behalf of communities which are essential to addressing mental health; Now, Therefore, Be It

PROCLAIMED, The Ramsey County Board of Commissioners declares May 2023 as Mental Health Awareness Month in Ramsey County; and Be It Further

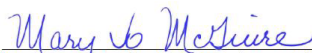
PROCLAIMED, The Ramsey County Board of Commissioners continues its commitment to partner with community members to ensure that all mental health services are accessible, valuable and culturally appropriate for all residents.




Trista MatasCastillo, Board Chair, District 3



Nicole Frethem, Commissioner, District 1



Mary Jo McGuire, Commissioner, District 2



Rena Moran, Commissioner, District 4




Rafael Ortega, Commissioner, District 5



Mai Chong Xiong, Commissioner, District 6



Victoria Reinhardt, Commissioner, District 7



Ryan T. O'Connor, County Manager



Board of Commissioners

Request for Board Action

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

Item Number: 2023-160

Meeting Date: 5/9/2023

Sponsor: Sheriff's Office
Community Corrections Department

Title
Proclamation: Correctional Officers Week

Attachments
1. Proclamation

Proclamation

WHEREAS, Since 1984 the United States has recognized the first full week in May as “National Correctional Officers and Employees Week”; and

WHEREAS, Ramsey County employs over 300 full-time and intermittent Correctional Officers, Sergeants, Lieutenants, Captains, and support staff through both the Sheriff’s Office and Community Corrections Department; and

WHEREAS, Ramsey County Correctional Officers are skilled and professional individuals who serve 24 hours a day, 365 days a year to safely, securely, and humanely house individuals within the county; and


WHEREAS, Last year, Ramsey County Correctional Officers safely and efficiently managed thousands of individuals at the Adult Detention Center and Correctional Facility; and

WHEREAS, In 2022, Correctional Officers continued to serve in situations in which threats of violence, unpredictable medical conditions, and COVID-19 illness are ever-present realities; and

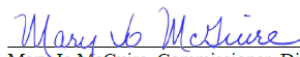
WHEREAS, While continuing to carry significant professional and personal burdens due to the difficulties of their work, Ramsey County Correctional Officers remain fully committed to keeping everyone safe; Now, Therefore, Be It

PROCLAIMED, The Ramsey County Board of Commissioners declares the week of May 7 - 13, 2023 as Correctional Officers Week in Ramsey County in honor of the dedicated professionals who serve; and Be It Further

PROCLAIMED, The Ramsey County Board of Commissioners encourages all residents in the community to thank Officers in Ramsey County for the essential public services they provide.


Trista MatasCastillo, Board Chair, District 3


Nicole Frethem, Commissioner, District 1


Mary Jo McGuire, Commissioner, District 2


Rena Moran, Commissioner, District 4


Rafael Ortega, Commissioner, District 5


Mai Chong Xiong, Commissioner, District 6


Victoria Reinhardt, Commissioner, District 7


Ryan T. O'Connor, County Manager

Item Number: 2023-170

Meeting Date: 5/9/2023

Sponsor: Parks & Recreation

Title

Second Amendment to the Cooperative Maintenance Agreement with the City of New Brighton for Long Lake Regional Park - Lions Park

Recommendation

1. Approve the second amendment to the agreement with the city of New Brighton for installation and subsequent maintenance of electric vehicle charging stations.
2. Authorize the Chair and Chief Clerk to execute the amendment.

Background and Rationale

On December 13, 2016, Ramsey County and the city of New Brighton entered into a cooperative agreement relating to the improvement of facilities in Lions Park which is located within Long Lake Regional Park. The agreement was reviewed annually for the first five years to clarify or change maintenance and operations procedure. It was amended on March 10, 2020, to adjust the maintenance and operation responsibilities that are shared with the city of New Brighton for Lions Park.

The city of New Brighton has approached Ramsey County Parks and Recreation department with the intention of installing electric vehicle charging stations to the benefit of both parties in the shared Lions Park parking lot which is on county property and is part of Long Lake Regional Park. The city of New Brighton will be responsible for the maintenance and any capital improvements for vehicle charging stations.

County Goals (Check those advanced by Action)

Well-being Prosperity Opportunity Accountability

Racial Equity Impact

Climate change continues to disproportionately impact the health and well-being of Ramsey County residents of racially and ethnically diverse and socioeconomically disadvantaged communities. Introducing sustainable energy options for transportation will help to reduce carbon emissions of park users and lower reliance on fossil fuels.

Community Participation Level and Impact

Community engagement was not formally conducted. The public will be informed of this as the project gets underway.

Inform Consult Involve Collaborate Empower

Fiscal Impact

There is no cost associated with the amendment.

Last Previous Action

On December 13, 2016, the Ramsey County Board of Commissioners approved a cooperative agreement with

the city of New Brighton for cost sharing of improvements and maintenance of shared park facilities in Long Lake Regional Park (Resolution B2016-307).

Attachments

1. Cooperative Agreement
2. Exhibit A - Lions Park Electric Vehicle site plan
3. First Amendment to the Cooperative Agreement with City of New Brighton

LION'S PARK

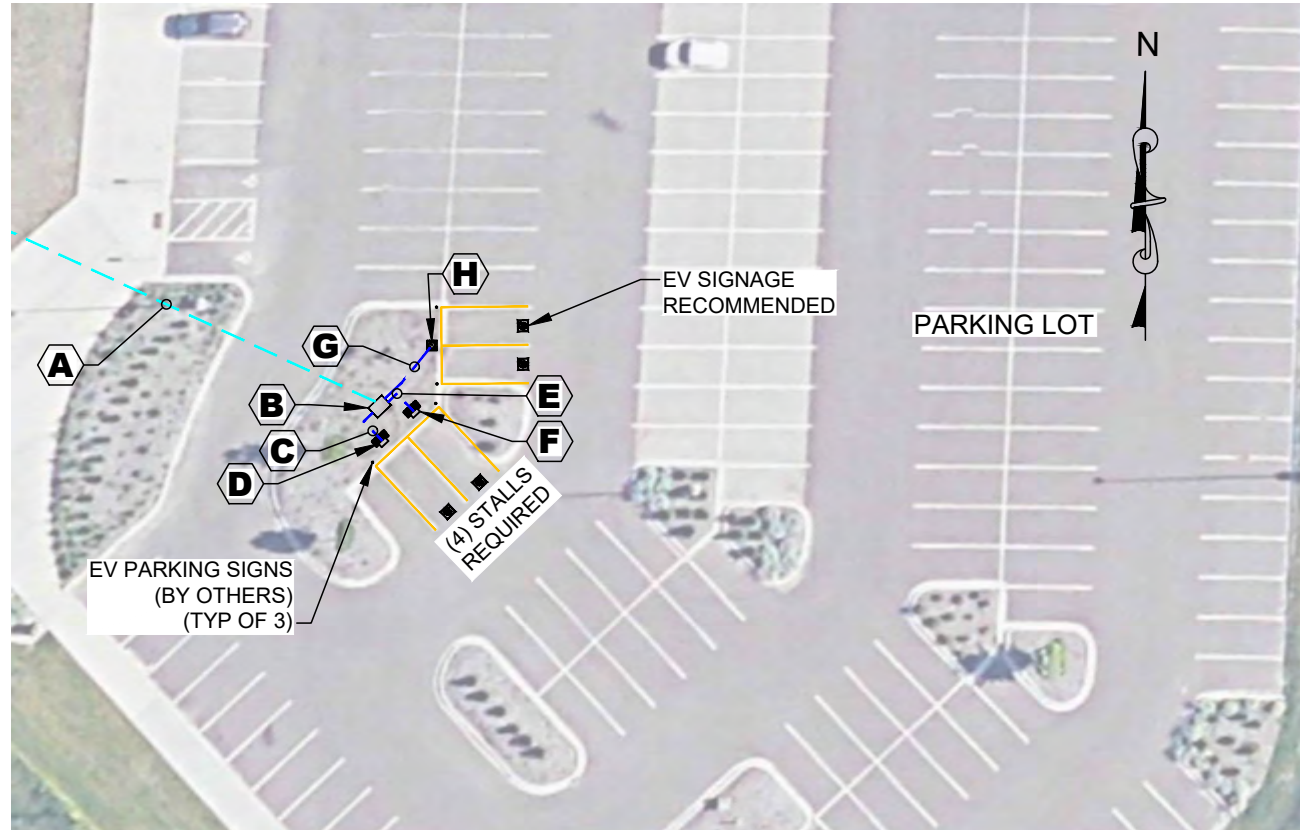
Work Order #TBD
New Brighton, MN

414 NICOLLET MALL - CSC
MINNEAPOLIS MN 55401



QUANTA SERVICES COMPANY

4770 N. Bellevue Ave., Suite 100, Kansas City, Missouri 64116-2188
Office 816-474-9340 Fax 816-471-3569
Planner: Alex Blanding
Checked by: Les Barnett
Date: April 22, 2022



2 SITE PLAN VIEW
SCALE: NTS

SCOPE OF WORK:

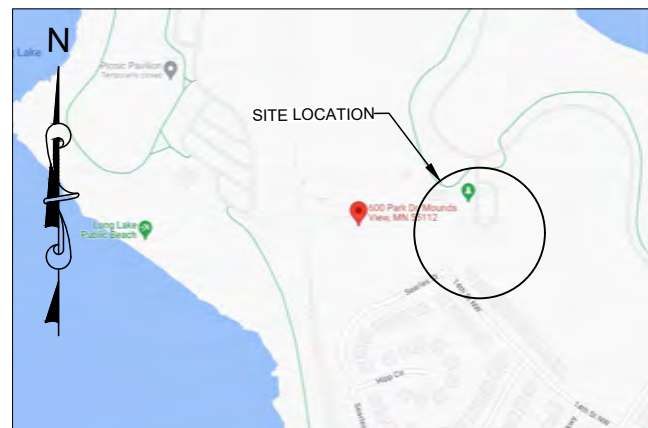
- INSTALL (2) SINGLE PORT LEVEL 3 AND (1) DUAL PORT LEVEL 2 ELECTRIC VEHICLE CHARGING STATIONS IN THE EXISTING PARKING LOT IN THE (4) SOUTHWEST SPACES AS SHOWN.
- DIRECTIONAL BORE APPROXIMATELY 245'-0" +/- W/(2) PARALLEL 4/0 AL QUADRUPLX IN (2) 3" SCH 40 PVC/HDPE CONDUITS FROM THE EXISTING 480/277V, 3Ø XFMR TO THE PROPOSED HYBRID METERING CABINET NEAR THE PROPOSED EV CHARGING STATIONS.
- TRENCH OR BORE FROM PROPOSED HYBRID METER CABINET TO THE FOLLOWING EQUIPMENT AND INSTALL CONDUITS AND CONDUCTORS AS INDICATED BELOW:
- SINGLE PORT ABB WALLBOX #1: W/(4) #8 AWG + (1) #10 AWG GND IN 1-1/4" SCH 40 PVC/HDPE CONDUIT (APPROX. 16'-0" +/-)
- SINGLE PORT ABB WALLBOX #2: W/(4) #8 AWG + (1) #10 AWG GND IN 1-1/4" SCH 40 PVC/HDPE CONDUIT (APPROX. 8'-0" +/-)
- DUAL PORT CT4000 CHARGING STATION: W/(4) #8 AWG + (1) #10 AWG GND IN 1-1/4" SCH 40 PVC/HDPE CONDUIT. (APPROX. 19'-0" +/-)
- ALL DIRECTIONAL BORING SHALL BE AT A MINIMUM OF 48" BELOW GRADE AND ALL EQUIPMENT SHALL BE INSTALLED 2'-0" OFF OF CURB FACE UNLESS OTHERWISE NOTED.

GENERAL CONSTRUCTION NOTES:

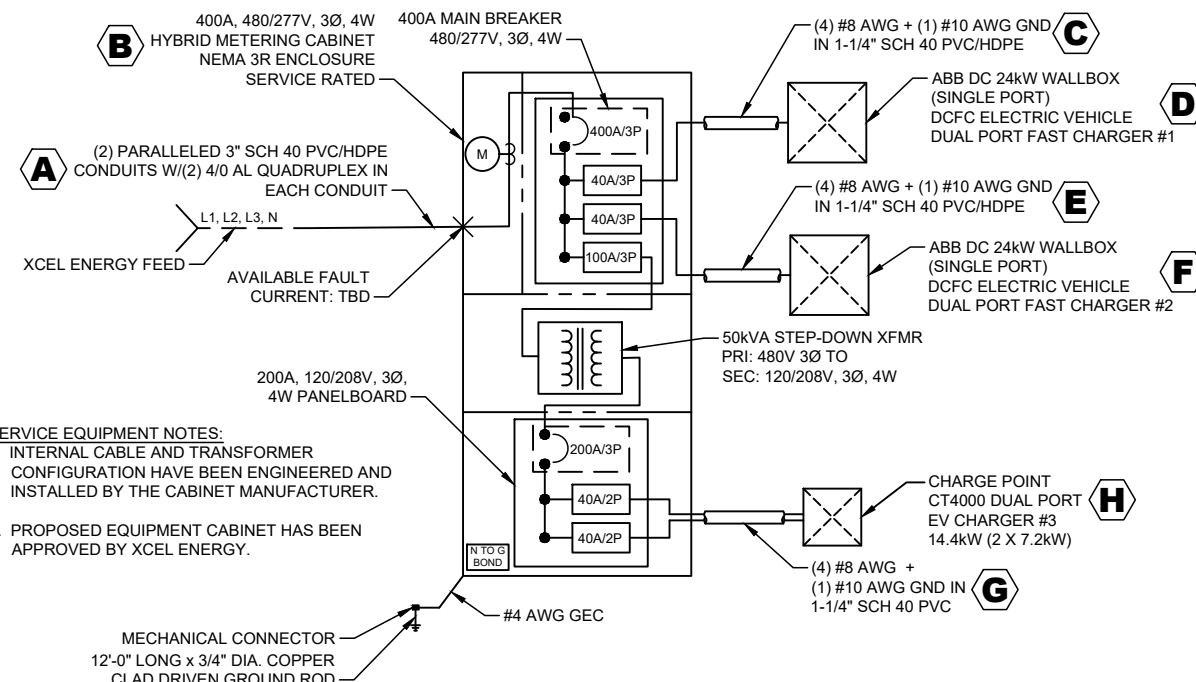
- ALL BROCHURES, OPERATING AND MAINTENANCE MANUALS, CATALOGS, SHOP DRAWINGS, AND OTHER DOCUMENTS SHALL BE TURNED OVER TO THE GENERAL CONTRACTOR AT COMPLETION OF CONSTRUCTION AND PRIOR TO CONSTRUCTION COMPLETION.
- IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN IN THESE DRAWINGS, THE CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION SPACE FOR APPROVAL BY THE ENGINEER PRIOR TO PROCEEDING.
- ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC, AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED, CAPPED, PLUGGED OR OTHERWISE DISCONNECTED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, AS DIRECTED BY THE ENGINEER, AND SUBJECT TO THE APPROVAL BY THE CITY OF NEW BRIGHTON AND/OR LOCAL UTILITIES.
- CONSTRUCTION SHALL BE DONE IN A WORKMANLIKE MANNER BY COMPETENT EXPERIENCED WORKMAN IN ACCORDANCE WITH APPLICABLE CODES AND THE BEST ACCEPTED PRACTICE.
- THE CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS UNLESS SPECIFICALLY STATED OTHERWISE.
- THE CONTRACTOR SHALL PROTECT EXISTING IMPROVEMENTS, PAVEMENTS, CURBS, LANDSCAPING AND STRUCTURES. ANY DAMAGED PART SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE TO THE SATISFACTION OF CITY OF NEW BRIGHTON.
- THE PROPOSED FACILITY WILL BE UNMANNED AND DOES NOT REQUIRE POTABLE WATER OR SEWER SERVICE, AND IS NOT FOR HUMAN HABITATION (NO HANDICAP ACCESS REQUIRED).

GENERAL ELECTRICAL NOTES:

- THE CONTRACTOR SHALL CONFIRM WITH LOCAL UTILITY COMPANY ANY/ALL REQUIREMENTS SUCH AS THE: LUG SIZE RESTRICTIONS, CONDUIT ENTRY, SIZE OF TRANSFORMERS, SCHEDULED DOWNTIME FOR THE SURROUNDING FACILITIES NOTIFICATIONS, ETC. ANY/ALL CONFLICTS SHALL BE BROUGHT TO THE ATTENTION OF THE CONSTRUCTION MANAGER, PRIOR TO BEGINNING ANY WORK.
- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NEC AND ALL CODES AND LOCAL ORDINANCES OF THE LOCAL POWER COMPANIES HAVING JURISDICTION AND SHALL INCLUDE BUT NOT BE LIMITED TO:
A. UL - UNDERWRITERS LABORATORIES
B. NEC - NATIONAL ELECTRICAL CODE
C. NEMA - NATIONAL ELECTRICAL MANUFACTURERS ASSOC.
D. OSHA - OCCUPATIONAL SAFETY AND HEALTH ACT
E. SBC - STANDARD BUILDING CODE
F. NFPA - NATIONAL FIRE PROTECTION ASSOCIATION
G. XCEL - STANDARD FOR ELECTRICAL INSTALLATION AND USE
- SEE VENDOR DRAWINGS FOR METER CABINET AND EV CHARGER EQUIPMENT DETAILS, SPECIFICATIONS AND INSTALLATION INSTRUCTIONS.
- ALL CONDUCTORS SHALL BE COPPER THHN/THWN RATED @ 75°C, UNLESS OTHERWISE SPECIFIED WITHIN THESE DRAWINGS.
- ALL DISCONNECT SWITCHES SHALL BE OF HEAVY-DUTY CONSTRUCTION WITH LOCKABLE HANDLES. PROVIDE NEMA RATED ENCLOSURES AS REQUIRED BY EXPOSURE TYPE. ALL FUSIBLE SWITCHES SHALL BE PROVIDED WITH DUAL ELEMENT FUSES SIZED PER THE EQUIPMENT MANUFACTURER'S RECOMMENDATION.
- IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF THE CONSTRUCTION. CONTRACTOR IS EXPECTED TO FURNISH AND INSTALL ALL ITEMS FOR A COMPLETE ELECTRICAL SYSTEM AND PROVIDE ALL REQUIREMENTS FOR THE EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER. CONTRACTOR IS TO PROVIDE ALL ELECTRICAL EQUIPMENT UNLESS OTHERWISE DIRECTED.
- WHEN DIRECTIONAL BORING IS REQUIRED, CONTRACTOR SHALL INSTALL A LOOSE TONING WIRE WITHIN INSTALLED CONDUIT TO ALLOW FOR IDENTIFICATION OF UNDERGROUND CONDUITS.
- ALL BURIED CONDUITS SHALL BE SCH 40 PVC UNLESS SPECIFIED OTHERWISE. ALL EXTERIOR AND INTERIOR ABOVE GROUND CONDUIT (IF ANY) SHALL BE RIGID UNLESS SPECIFIED OTHERWISE.
- ALL CONNECTIONS EXCEPT THE EV CHARGE CABLE TERMINATION IN THE CHARGE POST SHALL BE MADE WITH A PROTECTIVE COATING OF AN ANTI-OXIDE COMPOUND SUCH AS "NOALOX" BY IDEAL INDUSTRIAL INC., COAT ALL WIRE SURFACES BEFORE CONNECTING. EXPOSED ALUMINUM & COPPER SURFACES, INCLUDING GROUND BARS, SHALL BE TREATED - NO SUBSTITUTIONS.
- THE CONTRACTOR SHALL PLACE TWO LENGTHS OF WARNING TAPE AT A DEPTH OF 12" BELOW GROUND AND DIRECTLY ABOVE ELECTRICAL SERVICE CONDUITS. WARNING TAPE TO READ "CAUTION BURIED ELECTRIC".



1 LOCATION VIEW
SCALE: NONE



SERVICE EQUIPMENT NOTES:
1. INTERNAL CABLE AND TRANSFORMER CONFIGURATION HAVE BEEN ENGINEERED AND INSTALLED BY THE CABINET MANUFACTURER.
2. PROPOSED EQUIPMENT CABINET HAS BEEN APPROVED BY XCEL ENERGY.

3 THREE PHASE ONE-LINE DIAGRAM
SCALE: NONE

INITIALS: A. B.
DATE: 4/22/2022
PRELIMINARY NOT FOR CONSTRUCTION

REVISIONS			
REV	DATE	DESCRIPTION	BY
A	4/22/2022	ISSUED FOR REVIEW	AB

SITE ADDRESS
600 Park Drive
New Brighton, MN
55112

SHEET TITLE
SITE PLAN
NEW BRIGHTON 13
LION'S PARK

SHEET NUMBER
E-1



FIRST AMENDMENT TO COOPERATIVE AGREEMENT

City of New Brighton and Ramsey County

Lions Park – Long Lake Regional Park Joint Project

THIS FIRST AMENDMENT TO THE COOPERATIVE AGREEMENT (“First Amendment”) is entered into on the 10th day of March, 2020, by and between the City of New Brighton (“City”), a Minnesota municipal corporation, and Ramsey County (“County”), a political subdivision of the State of Minnesota, pursuant to the authority contained in Minnesota Statutes Sections 471.59.

RECITALS

WHEREAS, the parties to this First Amendment are authorized to enter into agreements to exercise jointly the governmental powers and functions each has individually; and

WHEREAS, the parties have entered into a Cooperative Agreement dated December 13, 2016 relating to the improvement and facilities in Lions Park and Long Lake Regional Park (the “Cooperative Agreement”); and

WHEREAS, the parties have decided to amend the Cooperative Agreement in order to adjust the maintenance and operation responsibilities of the parties with respect to the facilities that are shared by Lions Park and Long Lake Regional Park; and

NOW THEREFORE, in consideration of the mutual promises and benefits that each party shall derive herefrom, the parties hereby agree as follows:

AGREEMENT

1. Article IV of the Cooperative Agreement is hereby deleted in its entirety and replaced with the following:

ARTICLE IV. MAINTENANCE AND OPERATION

A. **Definitions.** For the purposes of this Article IV, the following terms defined as follows:

- i. “Maintenance” shall mean day-to-day operation, maintenance, and repair of the facility to keep it operational for the public. The party identified as responsible for Maintenance shall also be responsible for coordination of Capital Improvements that are equally cost shared.
- ii. “Capital Improvements” shall mean items estimated to cost \$5,000 or more.

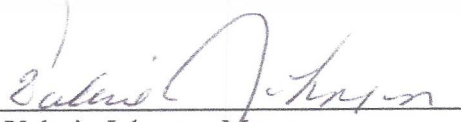
B. Shared Facilities.

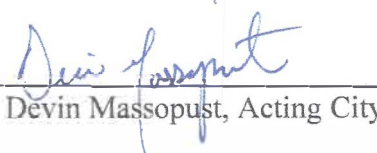
- i. Turf, islands, litter, and grounds – The City shall be responsible for Maintenance and Capital Improvements shall be equally cost shared between the parties.
- ii. Trails – The parties shall be responsible for Maintenance and Capital Improvements for the trails on their respective properties.
- iii. Bathrooms – The County shall be responsible for Maintenance. Capital Improvements shall be equally cost shared between the parties. The City will be responsible for paying for the cost of providing portable toilets on the Long Lake Regional Park/Lions Park property until the restroom building is completed. At such time, both parties will assess the need for seasonal use of portable toilets. The locks on the restroom building will be opened and closed on a timer. Open and close times shall be coordinated by the County. Both parties should evaluate closing times on a yearly basis and come to an agreement on set times.
- iv. Parking lot, parking lot lights & sidewalk – The City shall be responsible for Maintenance except for the permeable pavers as described below. Capital Improvements shall be equally cost shared between the parties.
- v. Permeable pavers – The County shall be responsible for Maintenance. Capital Improvements shall be equally cost shared between the parties.
- vi. Irrigation System – The City shall be responsible for Maintenance and Capital Improvements.
- vii. Lighting – The City shall be responsible for Maintenance with respect to lighting on the trail and Capital Improvements shall be equally cost shared between the parties.
- viii. Facilities Not Shared.
 - a. Shelter – The County shall be responsible for Maintenance and Capital Improvements.
 - b. Playground and Playground Surfacing – The City shall be responsible for Maintenance and Capital Improvements.
 - c. Lacrosse and Softball Fields and related equipment – The City shall be responsible for Maintenance and Capital Improvements.

- d. Landscaping – Each party shall be responsible for Maintenance and Capital Improvements with respect to landscaping on its respective property, excluding the parking lot.
 - e. Stormwater Management Pond – The City shall be responsible for Maintenance and Capital Improvements to the stormwater management pond.
- C. Park Hours. Park hours on the Lions Park property will be from 5:00 a.m. to 11:00 p.m.
- D. Review. The parties agree to review this Agreement annually for the first five years for the purpose of clarifying or changing maintenance and operation procedures.
2. Miscellaneous. Except as amended by this First Amendment, the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment to the Cooperative agreement as of the date written above.

CITY OF NEW BRIGHTON

By: 
Valerie Johnson, Mayor

By: 
Devin Massopust, Acting City Manager

Date: March 10, 2020.

RAMSEY COUNTY


By: 

Name: Mark McCabe

Title: Director of Ramsey County Parks and Rec

Date: 8/11/20, 2020.

Approved as to form:

By: 

Name: Amy Schmidt

Title: Assistant Ramsey County Attorney

Date: 8/11/2020, 2020.

SECOND AMENDMENT TO COOPERATIVE AGREEMENT

City of New Brighton and Ramsey County

**Lions Park – Long Lake Regional Park
Joint Project**

THIS SECOND AMENDMENT TO THE COOPERATIVE AGREEMENT (“Second Amendment”) is entered into on _____ day of _____, 2023, by and between the City of New Brighton (“City”), a Minnesota municipal corporation, and Ramsey County (“County”), a political subdivision of the State of Minnesota, pursuant to the authority contained in Minnesota Statutes, Section 471.59.

RECITALS

WHEREAS, the parties to this Second Amendment are authorized to enter into agreements to exercise jointly the governmental powers and functions each has individually; and

WHEREAS, the parties have entered into a Cooperative Agreement dated December 13, 2016 relating to the improvement and facilities in Lions Park and Long Lake Regional Park (the “Cooperative Agreement”), which was amended by the parties effective March 10, 2020; and

WHEREAS, the parties have decided to amend the Cooperative Agreement, as amended, in order to adjust the maintenance and operation responsibilities of the parties with respect to the facilities that are shared by Lions Park and Long Lake Regional Park; and

WHEREAS, the City plans to install electric vehicle charging stations in the shared parking lot; and

NOW THEREFORE, in consideration of the mutual promises and benefits that each party shall derive herefrom, the parties hereby agree as follows:

AGREEMENT

1. Article IV of the Cooperative Agreement as amended section B, article viii shall be amended to add:
 - f. Vehicle Charging Stations - The City shall be responsible for Maintenance and Capital Improvements.
2. **Exhibit A** attached to this Second Amendment is true and correct and is incorporated herein.

IN WITNESS WHEREOF, the parties have executed this Second Amendment to the Cooperative agreement as of the date written above.

CITY OF NEW BRIGHTON

By: _____
Kari Niedfeldt-Thomas, Mayor

By: _____
Devin Massopust, City Manager

Date: _____, 2023.

RAMSEY COUNTY

By: _____
Trista Matas-Castillo, Ramsey County Board Chair

By _____
Chief Clerk, Ramsey County

Date: _____, 2023.

Date: _____, 2023.

By: Mark McCabe

Mark McCabe, Director of Ramsey County Parks and Recreation

Date: 04/17/2023, 2023.

Approved as to form:

By: Amy Schmidt

Amy Schmidt, Assistant Ramsey County Attorney

Date: April 18, 2023.

Item Number: 2023-172

Meeting Date: 5/9/2023

Sponsor: Parks & Recreation

Title

Battle Creek Regional Park Master Plan Amendment

Recommendation

1. Approve the Battle Creek Regional Park Master Plan Amendment dated March 31, 2023.
2. Authorize submission of the Battle Creek Regional Park Master Plan Amendment to the Metropolitan Council.

Background and Rationale

Parks & Recreation department has prepared a master plan amendment for Battle Creek Regional Park to accurately reflect long-term infrastructure and recreational improvements, boundary adjustments, long-term acquisitions, natural resource improvements, programming, public participation, and equity analysis.

Battle Creek Regional Park is 1,927 acres and is comprised of the Battle Creek and Pigs Eye Lake sections. The Battle Creek Regional Park Amendment has been developed to act as a separate guiding document from the Pigs Eye Lake Master Plan Amendment since the Pigs Eye Lake section is at a different level of development than the Battle Creek section. The main Battle Creek section is moderately developed with maintained trail systems, signage and other recreation facilities. Only the western portion of the Battle Creek section is within the Mississippi River Corridor Critical Area (MRCCA). This section of park is subject to MRCCA regulations (state statute under Minnesota Rule 6106) which is in place to protect the unique natural and cultural resources and values within this corridor.

This master plan amendment replaces the 1981 Battle Creek Master Plan for the Battle Creek section of the regional park. The Battle Creek Master Plan amendment is written to fulfill the Metropolitan Council requirements for regional park as outlined in the 2040 Regional Parks Policy Plan and to meet the expectations set forth in the 2018 Ramsey County Parks and Recreation System Plan.

Parks & Recreation department worked in coordination with Metropolitan Council staff and the public throughout the master plan amendment development process. If approved by the Ramsey County Board of Commissioners, the master plan amendment will be forwarded to the Metropolitan Council for review and approval. Once the master plan amendment is approved by the Metropolitan Council, costs associated with all improvements identified in the master plan amendment will be eligible for reimbursement through grants administered by the Metropolitan Council for Regional Parks and Trails.

For more information on the Battle Creek Master Plan Amendment, please visit:

<https://www.ramseycounty.us/residents/parks-recreation/planning-construction-restoration/battle-creek-regional-park-master-plan>

County Goals (Check those advanced by Action)

Well-being

Prosperity

Opportunity

Accountability

Racial Equity Impact

An equity analysis was completed including demographics, economic, and income characteristics. Engagement activities were developed and prioritized for equity, inclusivity, maximizing voices heard, and geographic representation. Public engagement was intended to reach as wide of an audience as possible, while also focusing on an equitable approach through a selection of engagement sessions in order to reach as racially diverse audience as possible.

Engagement material and community notifications were available in multiple languages to maximize awareness and engagement opportunities. To ensure opinions of a racially diverse audience were included in the master plan, Parks & Recreation held pop-up meetings at various community festivals, events, and at reservations made at the Battle Creek Regional Park pavilion including:

- Hmong Town Marketplace
- Battle Creek Pavilion Eritrean Muslim Council Event
- Southeast Community Organization Community Event
- Battle Creek Recreation Center Food Shelf Night
- Southeast Community Organization Council Meeting
- Carver Elementary Family Night
- Battle Creek Middle School English as a Second Language Classroom

Community Participation Level and Impact

Public, stakeholder, and agency engagement for the Battle Creek Regional Park Master Plan amendment was completed through a multi-year effort by Parks & Recreation. Public engagement activities were completed in three different phases:

- Phase 1 community engagement activities included pop up meetings and online survey.
- Phase 2 community engagement activities included a community meeting, stakeholder meetings, online survey, virtual design event, virtual community design meeting.
- Phase 3 community engagement activities included a 30-day preferred concept plan review, 45-day draft report review, municipal support and resolutions

To achieve the public engagement goals, racially and ethnically diverse communities, trail users, and residents and business were engaged throughout the project corridor. Input received as a part of the engagement activities is reflected throughout the masterplan amendment. Overall, more than 2,500 feedback responses were received though online surveys and direct comments.

Engagement activities included pop-up meetings, in-person and virtual community design events and meetings, and online surveys. Parks and Recreation worked with community partners such as Southeast Community Organization Council, cities of Saint Paul and Maplewood, Saint Paul Public Housing Agency as well as the Ramsey County Parks & Recreation Commission. Engagement activities and notifications were completed through various methods consisting of website updates, public open houses, pop-up events, direct mailings, direct meetings with homeowners and business, flyers and social media.

Inform Consult Involve Collaborate Empower

Fiscal Impact

Metropolitan Council approval of the master plan amendment will establish eligibility for future regional park improvement grants and regional operational and maintenance funds. Overall long-term improvements are estimated at \$30,150,000 for implementation. Improvements are planned to be constructed through various funding sources such as Metropolitan Council grants and state bonding funds to minimize impacts to Ramsey County’s operating budget. Projects will be completed as funds become available so there is not an immediate fiscal impact to the county operating budget. Approximately, 8% of operation and maintenance funding for Battle Creek Regional Park is provided by state funds.

Last Previous Action

On February 16, 2021, the Ramsey County Board approved a master plan amendment to the Battle Creek Regional Park for the Pigs Eye Lake Master Plan Amendment (Resolution B2021-042).

Attachments

1. [Battle Creek Master Plan Amendment dated March 31, 2023](#)
2. Battle Creek Regional Park Master Plan Engagement Summary

Battle Creek Regional Park Master Plan Engagement Summary:

Public, stakeholder, and agency engagement for the Battle Creek Master Plan amendment was completed through a multi-year effort by Parks & Recreation. Public engagement activities were completed in three different phases.

- Phase 1 community engagement activities included pop up meetings and online survey.
- Phase 2 community engagement activities included a community meeting, stakeholder meetings, online survey, virtual design event, virtual community design meeting.
- Phase 3 community engagement activities included a 30-day preferred concept plan review, 45-day draft report review, municipal support and resolutions

To achieve the public engagement goals, racially and ethnically diverse communities, trail users, and residents and business were engaged throughout the project corridor. Input received as a part of the engagement activities is reflected throughout the masterplan amendment. Overall, 2500 plus feedback responses were received through online surveys and direct comments.

Engagement activities included pop-up meetings, in-person and virtual community design events and meetings, and online surveys. Parks and Recreation worked with community partners such as Southeast Community Organization Council, cities of Saint Paul and Maplewood; Saint Paul Public Housing Agency as well as the Ramsey County Parks & Recreation Commission. Engagement activities and notifications were completed through various methods consisting of website updates, public open houses, pop-up events, direct mailings, direct meetings with homeowners and business, flyers and social media. See below for a detail list.

Engagement Meeting Summary:

- (6) Pop Up Meetings
- (7) Stakeholder Meetings
- (1) At Large Community Meeting
- (1) In-person Community Design Event
- (1) Virtual Community Design Event
- (1) Virtual Community Design Meeting
- (2) online surveys
- (9) Meetings with the Ramsey County Parks & Recreation Commission
- (5) Project Management team meetings
- (1) 30-day Preferred Concept Plan Review
- (1) 45-day Draft Report review

- Municipal support and resolutions from
 - o Southeast Community Organization Council
 - o Ramsey County Parks & Recreation Commission
 - o City of Maplewood
 - o City of Saint Paul

Item Number: 2023-148

Meeting Date: 5/9/2023

Sponsor: Public Works

Title

Reappointment of the County Surveyor

Recommendation

Reappoint Daniel Baar to the position of Ramsey County Surveyor, for up to a four-year term, from May 21, 2023, through May 20, 2027, as provided by Minnesota Statutes 383A.42 and 389.011.

Background and Rationale

Minnesota Statutes 383A.42 requires the Ramsey County Board of Commissioners to appoint a County Surveyor. Minnesota Statute 389.011 further requires the County Surveyor to be licensed in Minnesota as a land surveyor under the laws of the state of Minnesota. The statute additionally provides that the appointment is to be for a period not to exceed four years, after which the Ramsey County Board would need to take action to reappoint.

The primary responsibilities of the County Surveyor are to:

- Administer and direct the Land Survey Division within the Public Works department;
- Be responsible and accountable for the statutory requirements of the County Surveyor and for duties assigned by the Department Director;
- Recommend divisional direction, objectives, and goals to the Department Director; to establish division priorities;
- Develop and implement department and division standards and procedures; and perform related duties as assigned.

The County Surveyor is critical in developing the county's transportation system. In addition to their direct involvement in the county's transportation system, the Land Survey division also supports and assists other departments (i.e., Parks and Recreation, Property Management) with their surveying needs for the county. Statutory responsibilities of the County Surveyor include approval of subdivision plats and maintenance of the Public Land Survey System.

Daniel Baar was initially appointed to the position of Ramsey County Surveyor, effective May 21, 2019. Mr. Baar is well qualified to continue to serve in his capacity as Ramsey County Surveyor.

County Goals (Check those advanced by Action)

Well-being Prosperity Opportunity Accountability

Racial Equity Impact

The racial equity impact of this action has yet to be discovered.

Community Participation Level and Impact

This action is meant to inform the public.

Inform Consult Involve Collaborate Empower

Fiscal Impact

Funding is included in the Public Works department budget.

Last Previous Action

On May 21, 2019, the Ramsey County Board appointed Daniel Baar to the position of Ramsey County Surveyor for the term of May 21, 2019, through May 20, 2023, as provided by Minnesota Statutes 383A.42 and 389.011 (Resolution B2019-126).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2023-174

Meeting Date: 5/9/2023

Sponsor: Public Works

Title

Appointment of County Engineer

Recommendation

Appoint Bradley Estochen to the position of Ramsey County Engineer for a four-year term of May 9, 2023, to May 8, 2027, as provided by Minnesota Statutes 163.07.

Background and Rationale

The classification of County Engineer was approved effective March 7, 2023, via Resolution B2023-039. After a competitive posting and interview process, Bradley Estochen was selected to fill the position of County Engineer. Mr. Estochen is well-qualified to serve as the Ramsey County Engineer.

The Ramsey County Home Rule Charter and Administrative Code authorize the County Manager to serve as the appointing authority for the unclassified department and division directors. Minnesota Statutes 163.07, Subdivisions 1 and 2, require the County Board of each county to appoint a county highway engineer. The term of the appointment is four years, starting in May of a calendar year. However, the statute provides the option to appoint a new engineer for a one-year term. Given the County's experience and knowledge of the candidate's background, it is recommended that the Ramsey County Board appoint for the full four-year term. This would also keep the appointment on the traditional cycle of appointments. The law further requires the county highway engineer to be a registered highway or civil engineer under the laws of the state of Minnesota.

County Goals (Check those advanced by Action)

Well-being Prosperity Opportunity Accountability

Racial Equity Impact

The racial equity impact of this action is not known.

Community Participation Level and Impact

This information is meant to inform the public.

Inform Consult Involve Collaborate Empower

Fiscal Impact

Funding is included in the 2022-23 Public Works department budget.

Last Previous Action

On March 7, 2023, the Ramsey County Board of Commissioners approved the salary schedule and grade for a new, unrepresented job classification: County Engineer - Unclassified (Resolution B2023-039).

Attachments

None.

Board of Commissioners

Request for Board Action

Item Number: 2023-187

Meeting Date: 5/9/2023

Sponsor: County Manager's Office

Title

Presentation: Federal Public Health Emergency

Recommendation

None. For information and discussion only.

Background and Rationale

Based on current COVID-19 trends, the Department of Health and Human Services is planning for the federal Public Health Emergency for COVID-19, declared under Section 319 of the Public Health Service Act, to expire at the end of the day on May 11, 2023.

Public Health, Financial Assistance Services and Human Resources will discuss the end of the federal Public Health Emergency and its impacts in the areas of:

- Public Health
- Medical Assistance
- New Employee COVID-19 Proof of Vaccination Policy

Attachments

1.Presentation

Federal Public Health Emergency Board Policy Discussion

May 9, 2023

Agenda

- **Introduction**
 - County Manager Ryan O'Connor
- **End of the Public Health Emergency (PHE)**
 - Public Health: Sara Hollie and Laura Andersen
- **Medical Assistance (MA) Unwinding**
 - Financial Assistance Services: Ali Ali and Kerri Staats
- **New Employee COVID-19 Proof of Vaccination Policy**
 - Human Resources: Annie Porbeni and Kristen Schultz

End of the Public Health Emergency (PHE)

Ramsey County Board – Public Health Policy Update

May 9, 2023

Objectives

- To review the COVID-19 timeline, impact, response, and where we are now.
- To review the impacts to local, state and federal response due to the end of the emergency.
- To provide context for demobilizing the Department's response to COVID-19.

Public Health Emergency for COVID-19: Timeline

Secretary of the Department Health and Human Services declared the Public Health Emergency (PHE) in late January 2020

1st case identified in Ramsey County on March 5, 2020

Department initiated ICS on March 5, 2020

George Floyd was murdered during a police arrest on May 25, 2020 with protests and civil unrest beginning on May 26th and continuing for many months

Delta surge extended Public Health ICS in late summer/fall 2021

Omicron (most recent variant) identified in fall 2022, and Public Health continued response

President Biden signed legislation on April 10, 2023 to end the National Emergency for COVID-19 with the Federal Public Health Emergency ending on **May 11, 2023**

Impact of COVID-19 in Ramsey County: 2020 to present

- Cases: 161,069
- Deaths: 1,576
- Covid had a significant impact on residents from racially and ethnically diverse communities in Ramsey County.
 - Black/African Americans represent 14% of all cases (12.4% of census)
 - Asian Americans represent 14% of all cases (13.6% of census)
 - Hispanic Americans represent 8% of all cases (7.3% of census)
 - American Indians represent 1% of all cases (.7% of census)

Impact of the Public Health COVID-19 Response: 2020 to present

- Nearly every public health employee was deployed at some point during the response. During vaccine rollout, approximately 151 staff were deployed and provided more than 31,000 field hours.
- 78,008 doses were given at 680 clinics. An additional 8,084 doses were given by contracted partners, including our Trusted Messenger partners.
- 123 Partnerships were leveraged to provide vaccine, including community partners like churches, mosques, and recreation centers. The relationship between our Incident Management Team (IMT) group and RECERT lifted up additional sites for testing and vaccines.



Final COVID-19 Situation Update: Where we are now

Ramsey County COVID-19 Case Dashboard

The current CDC COVID-19 Community Level is **LOW**. Community Levels are based on the proportion of hospital capacity devoted to caring for COVID-19 patients, the number of new patients with COVID-19 admitted to the hospital in the past week, and the number of new COVID-19 cases in the county in the past week.

This COVID-19 dashboard is created and published by [Saint Paul - Ramsey County Public Health](#), using data received from the Minnesota Department of Health and the CDC. Due to reporting delays, data for the last week are preliminary. Data is for cases that were tested and returned positive from a healthcare provider or community testing site. At-home test results are not counted by MDH. As of December 6, 2022, all data are updated weekly.

[Ramsey County COVID-19 Case Dashboard | Data | Ramsey County](#)

End of the Public Health Emergency: Surveillance

- Death and case reporting will continue, along with wastewater monitoring.
 - Hospital reporting will end April 2024
 - Long term care reporting, likely December 2024
- Local and state dashboards will be maintained.
 - Public Health will end weekly written briefings for the County Board unless case rate increases to “high” community transmission

End of the Public Health Emergency: Testing, Vaccine, Treatment

- **Testing will be less available.**
 - MDH will preserve some access to antigen testing for specific community populations, Department will continue to distribute upon request. Corrections will continue to test symptomatic/at-risk populations. Feds will sustain Increasing Community Access to Testing (ICATT) program, in coordination with chain pharmacies.
- **Vaccine will be offered on a seasonal basis, similar to flu.**
 - Clinic will continue to provide Covid-19 vaccine to uninsured and underinsured residents. Mobile clinics will be offered on a seasonal basis to all residents, with insurance captured for potential reimbursement.
- **Telehealth treatment will remain available.**

End of the PHE: Department Operations on behalf of the County

- Departments will no longer be required to report cases to Public Health Incident Command; masks and tests will be available to employees while warehouse inventory is available.
- HR administers claims for Workers Compensation coverage.
- Guidance around isolation will be reduced to 7 days for healthcare and congregate settings (5 days for all other employees). In general, stay home when you are sick.

End of the PHE: Department Operations on behalf of the County

- Public Health will continue to recommend masking for healthcare and congregate sites: 555, 402, 1919, Detox, Correctional Health
- Vaccination will be recommended by Public Health (Departments may implement specific policies around tracking vaccine status or requiring in specific settings).
- We await additional information from our federal partners regarding vaccine requirements for CMS facilities.
- Public Health will embed the response to COVID-19 into our ongoing emergency preparedness and response responsibilities.

Thank you!!!



Medical Assistance (MA) Unwinding

May 9, 2023

Topics of Discussion

- MA Unwinding – Background Summary
- Mitigations Strategies
- Challenges
- Unwinding Resources
- MA Unwinding Communications to Support Renewals - What's New?
- Current Ideas and Collaboration Opportunities
- Questions?

Unwinding – Background Summary

- People enrolled in Medical Assistance and MinnesotaCare usually must have their eligibility reviewed once a year to see whether they remain eligible. This process is called a renewal.
- Renewals stopped during the pandemic. Like all states, Minnesota has maintained healthcare coverage for its Medicaid enrollees during the Covid-19 pandemic since March 2020.
- With the continuous coverage provisions in place, enrollment in Medical Assistance & MinnesotaCare has grown by greater than 30%, to more than 1.5 million Minnesotans. One in four residents living in the state now get their healthcare coverage through these public healthcare programs.
- On 12/29/2022 Congress signed The Consolidated Appropriations Act. This delinked the continuous coverage policies for healthcare programs from the Covid-19 Public Health Emergency.
- The new legislative changes require states to return to standard Medicaid eligibility procedures by April 1st 2023, which includes a renewal process.

Healthcare Unwinding – continued

- The Centers for Medicare & Medicaid (CMS) has issued federal guidance outlining the expectations that states take all possible actions to maintain coverage for eligible individuals. States must conduct full eligibility reviews for most Medicaid enrollees before terminating coverage.
- The two state systems used for processing medical assistance programs, METS and MAXIS unfortunately do not have the system functionality needed to comply with the new federal guidance for processing.
- Therefore DHS developed, and CMS approved, several mitigations strategies to help Minnesotans keep coverage and secure another \$300 million in federal funds for the state during the resumption of renewals.

Mitigations Strategies

- Additional ways to complete the renewal form, including by phone or by submitting documents online.
- A paper based renewal form for METS enrollees
- Renew coverage automatically for more MAXIS enrollees, allowing them to skip the paperwork and renew coverage for certain groups based on trusted data sources that show they continue to qualify.
- Check enrollees losing coverage for eligibility under other eligibility categories
- Return mail policies that require more than one modality to minimize unnecessary closures.

Challenges

- Given the caseload growth, this represents a significantly larger volume of work that has ever occurred in the states public healthcare program history.
- Minnesota's public healthcare programs have a complex, paper based renewal process that workers must manually process.
- Many enrollees are likely to have moved, changed jobs or experienced other changes that must be considered in the renewal process.
- Enrollees who have gained coverage during the pandemic are unfamiliar with the renewal process.
- New workers have never processed renewals and its been about three years since experienced workers have processed renewals.

Challenges - continued

- Trainings from DHS has been a slow roll out.
- Counties still have not received full policy and procedural guidance on several of the mitigation strategies.
- Staffing resources
- Working with out dated systems and technology

Unwinding Resources

- The Legislature and Governor recognized that counties and tribes who process Medical Assistance (MA) eligibility need additional support as renewals resume with a \$36 million appropriation dedicated to this purpose.
- Of this appropriations, Ramsey County will receive a one-time payment of 4.6 million expected to be disbursed in early July.
- These funds can only be used for expenses that support MA renewals including implementation of renewal mitigation strategies.
- Some examples of how funds can be used are for addressing disparities, planning activities, hiring and training staff, overtime pay, supplies, equipment, enrollee outreach and communications, printing, postage and technology.

MA Unwind – Communication Planning

1 in 3 Ramsey County residents are on Medical Assistance

A team has been established to develop a communication strategy for Ramsey County with the MA unwind effort. This group is comprised of leaders from impacted areas, communications team, and project management. The main objective of this team will be to implement strategies to help people find out about the renewal and to complete the renewal process.

MA Unwind – Laserfiche Workflow

**Be prepared to
renew.**

Your health insurance needs to be renewed periodically. Avoid losing your Medical Assistance or MinnesotaCare by being prepared for your renewal.



<https://mn.gov/dhs/renewmycoverage/uploads/>

DHS went live on 4/26 with the functionality for residents to upload their health care renewals online via the DHS renew my coverage web page.

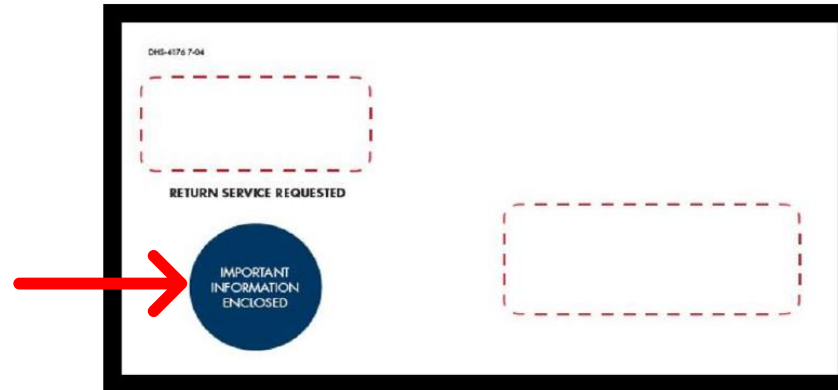
Our METS and Scan Center staff have been provided new queues in Laserfiche and a workflow that will automatically ingest these documents into Laserfiche. As part of the workflow, the METS team will complete a person search once a submission is received to identify if it is a METS or MAXIS health care renewal. The ECM team created a template that will route to the proper team based on the renewal type. In addition to the workflow, they have created a job aid for staff to support this change.

MA Unwind – Stay Covered Campaign

1. Ask residents to update their address

DHS is promoting residents to call their county to update their contact information. Its a concern that residents will not received their renewal notices.

2. Encouraging residents to watch their mailboxes for their renewal notice



3. Educating residents on the impact of not taking action

We want to make sure that residents know they will have to take some steps to avoid losing their health insurance, which could prevent them from seeing their doctor or filling a prescription.

MA Unwind – Communication Next Steps

- **Signage**
 - Review DHS communication toolkit and brand applicable signage for distribution to Ramsey County locations
 - Who do we work with when we want to include signage at county spaces that are resident facing? Library – Pang, Service Centers
- **FAS/METs new webpage on ramseycounty.us**
 - Create page specific to Health Care renewals (similar to what was done for MNbenefits)
 - Include images of notifications residents will receive from the state
 - Include document upload link <https://mn.gov/dhs/renewmycoverage/uploads/>
 - Include document links to frequently needed health care forms (see next slide)
 - Include YouTube video on how to submit a renewal from DHS
 - Apply online at www.MNsure.com

Current Ideas and Collaboration Opportunities

Places to advertise change, educate and proactively promote taking action

- Public Health Clinic + other local clinics
- Service Centers
- Public Libraries
- St. Paul Opportunity Center (SPOC)
- Local Schools
- Public transportation – bus signage, light rail signage
- Local places of worship
- County and local shelters/locations unhoused residents (Union Gospel Mission, Loaves + Fishes, Drop in Centers)

County Communication Methods / Platforms

- Social Media campaign
- FAS Webpage on ramseycounty.us website
- Call Center Greetings
- EZ Info
- Signage at all county locations
- Commissioners communication opportunities

MA Unwind – Where to Find Information

Resident Resources

<https://mn.gov/dhs/renewmycoverage/next-steps/>

<https://mn.gov/dhs/renewmycoverage/uploads/>

How to renew video by DHS

<https://www.youtube.com/watch?v=KtuMg2098WE>

DHS Dashboard

https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&dDocName=DHS16_190921&RevisionSelectionMethod=LatestReleased

County Staff Resources

<https://mn.gov/dhs/renewmycoverage/communications-toolkits/>

New Employee COVID-19 Proof of Vaccination Policy

May 9, 2023

Policy Changes

Federal COVID-19 Emergency Declaration ends May 11, 2023

1. Remove the vaccination requirement for all other new hires.
2. Maintain vaccination requirement for employees who work in facilities funded by the Centers for Medicaid and Medicare Services (CMS) including; Detox, Lake Owasso Residence, Mental Health Center
 - Maintain Summit Health & Safety Module tracking for these staff
3. Remove the requirement that any employee who tests positive for COVID-19 inform their supervisor and COVID19HumanResources and PH-ICS-Incident-Commander emails.
 - Update HR Guidance for Exposure to COVID-19 & Leave Time materials on RamseyNet. Remove COVID-19 Preparedness Plan from RamseyNet.
4. Announce policy change on May 9, 2023 RamseyNews and to Senior Management Team.

Policy Changes History

DATE	CHANGE	APPROVED BY
Nov 1, 2021	Original Policy	Kathy Hedin
Nov 16, 2022	Addition of 'remote-first' definition, change of approver and inclusion of elected officials	Ryan O'Connor
May 24, 2022	Self-administered rapid antigen tests added to testing options. Clarified that incentive pay ended 2/4/22	Ryan O'Connor
June 21, 2022	Update definition of 'fully vaccinated' and testing options	Elizabeth Tolzmann
August 26, 2022	Removed weekly testing requirement for staff who certified no to vaccination, did not certify or did not provide proof of vaccination	Elizabeth Tolzmann
May 11, 2023	Removed vaccination requirement for staff who don't work in facilities subject to Center for Medicaid and Medicare Services (CMS) regulations. Remove the requirement that employees who test positive for COVID-19 inform their supervisor and the COVID19HumanResources and PH-ICS-Incident-Commander emails.	Annie Porbeni

Workers Compensation eligibility for COVID-19 transmission at work

Eligibility for Worker's Compensation benefits for COVID-19 infection require:

- Verifiable close exposure to a COVID-19 positive individual while working.
- Lab-processed test result because benefits will be paid and MN work comp statute requires medical verification

Otherwise, the employee must use available paid sick leave for time missed from work

Questions?