



10/19/22- Jail Steering Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 10/19/22
Meeting Location: County Commission Work Room
Start Time: 9:30 AM

MEETING ATTENDEES: * (Indicates attended remotely via conference call)

<u>Present</u>	<u>Name</u>	<u>Company</u>
	Tim Sumner	Beltrami County
	Richard Anderson	Beltrami County
*	Jorge Prince	City of Bemidji
X	Ernie Beitel	Beltrami County
X	Calandra Allen	Beltrami County
	Tom Barry	Beltrami County
X	Jarrett Walton	Beltrami County
X	Trisha Hansen	DOC
	Daryl Seki	Red Lake Nation
*	Jerry Loud	DOC Tribal Liaison
	Faron Jackson	Leech Lake Nation
*	Wendy Spry	DOC Tribal Liaison
X	Joe Vene	Citizen
X	John Henningsgaard	Citizen
	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
*	James Hand	Construction Engineers
	Kirsten Carolin	Construction Engineers

1. Advisory Committees

10/5/22 – *The Finance Committee will meet later today. They will be focusing on the LOST resolution paperwork and specifically the Bond Pricing/Debt Service portion. As noted above Trish H will present Programming Committee information to the Commission on 10/18. She will have a Powerpoint presentation completed by 10/12 for inclusion in the board packet. Ben M noted that the Design Committee will need to start meeting soon to discuss site options and other topics.*

10/19/22 – Trish H and Calandra A presented to the Commissioners yesterday afternoon on existing and desired programming. (Presentation is attached). The Committee discussed some of the specifics related to mental health. Jerry L introduced himself as the proxy for Daryl Seki and in his role as Executive Director of New Beginnings he would like to be involved in the Programming Committee. Sheriff Beitel noted that the County Commission needs to approve appointments to the committees, but that he would as if Jerry L could be added. Ben M noted that the Finance Committee would be

meeting later today to review financial documents being put together in preparation of the LOST resolution. Ben M also stated that he is working with Design Committee members to get a meeting time that will work for all to get together and have an initial meeting soon.

2. Project Schedule

A. Upcoming Tasks

- i. Extended Public Comment Period through 10/31
- ii. Creation and Finalization of Resolution for a LOST – Complete prior to 11/15
- iii. Decision Point – Go/No Go – Board has stated this will not happen until Mid-November
- iv. Sub Committee Meetings
- v. January 2023 deadline for Resolution to State on LOST

3. Tribal Involvement in Process

9/21/22 – Sheriff Beitel has presented to both the Red Lake and Leech Lake Councils. He is hoping to receive letters of support from both. Additionally, he has reached out to Itasca and Clearwater Counties and to White Earth for letters of support.

10/5/22 – Sheriff Beitel has received letters of support from Clearwater County and Itasca County and is anticipating letters from Red Lake and White Earth. DOC will be sending one shortly.

10/19/22 – As noted above Jerry Loud has been added as a Proxy for Daryl Seki to attend Steering Committee meetings. The Committee is thankful to him for stepping into this role. A support letter from DOC has been received. Sheriff Beitel noted that he is continuing to be in contact with Mike Burns and Daryl Seki to get letters of support. Jerry L noted that he will push on his end to get this done.

4. Public Communications

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- The committee discussed running radio ads in consideration of the possibility of an earlier vote. It was agreed and decided to continue forward with running radio ads. James H will contact RP Broadcasting and get their rates too.
- The group also discussed presenting the survey/comment information to the Commission following the Public Hearing on 10/18. Ben M can be available to make this presentation, Tom B

to have some discussions with the Commissioners to determine if this should or should not be done at that time.

- As noted in the 9/21/22 notes a FAQ sheet/1page fact sheet needs to be developed to be able to present for lobbying/elevator pitch.

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- Ben M noted that he had reviewed the survey information that has been compiled thus far at the County Commission Meeting the evening before. He highlighted some of the data as it was presented.
- It was decided that the information regarding the survey should be posted again on the Sheriff's Facebook page. James H will get in touch with Chris Muller and get an update posted.
- Ben M noted that James H had sent an email out with a draft of the 1-page FAQ sheet and was awaiting feedback. This needs to be put together with a clearly defined "elevator pitch" for a time when lobbying for support will happen next year.

5. LOST Resolution

9/22/22 – Ben M presented the committee with a copy of the MN Statute 297A.99 – Local Sales Taxes. He reviewed the highlights of the requirements for a Local Resolution to be put together for board approval and submission to the state. CEI and Tom B will review offline and discuss assignments of who will address each item to be included in the resolution. Targeted date to have this completed is 11/1 for board approval at this 11/15 meeting. It was also note that local legislators need to be contacted at some point to make sure that they will campaign for approval at the State.

10/5/22 – Ben M & James H discussed and displayed draft documents that have been created to get the process started relating to the creation of the resolution packet. Discussion was held on highlighting the regional significance of the facility and how it could help alleviate some regional bed need. Tom B reviewed his thoughts on assignments to complete the paperwork for the LOST resolution packet. It was noted that to fill in some of the blanks within the resolution we will need decisions from the Commission on size and a dollar amount. There will only be 4 Commission meetings following the Public Hearing on 10/18 and there will be limited time to socialize and get support from local legislators. With elections coming up these may be newly elected members who may be very busy in December. A focus will need to

be put on getting their support for the LOST very, very quickly following the 11/15 vote. Sheriff Beitel will begin reaching out to his contacts.

10/19/22 – All parties continue to work on their assigned portions of the resolution. Ben M asked if a weekly meeting was needed to make sure that progress continues. It was decided that this was not necessary, but that all documents should be shared among those working on the resolution.

6. New Business/Open Discussions

None

7. Items Closed prior to meeting

9/7/22 – Bruce Kimmel from Ehlers made presentation to the board yesterday 9/6. Comments were:

- *Tim S – Didn't hear the full presentation because he was distracted by the previous subject which was the library funding.*
- *Richard A – had a hard time wrapping his head around things once Bruce mentioned that if a sales tax wasn't approved then another plan would need to be developed.*

Mayor Prince inquired if the Finance Committee has investigated federal or state funding assistance if this possibly would be available for a regional jail rather than a county jail. He feels one question that may be asked is if there are any state or federal programs to help finance a regional facility. The discussion was that the marshals aren't interested in building jails. The state is non-committal. The group could investigate the Nexus program or Tribal assistance. The Steering Committee would need to define what a regional jail is. Does this mean partnering with someone to create a jail that serves a couple counties or does this mean our county jail where we simply rent space out? Tom noted that the Finance Committee needs to investigate other options for additional funding too. They could possibly research if other counties or regional jails have gotten other funding. It was also mentioned that if it was desired to partner with another entity or county to create a regional jail, the entire planning process would need to start over with some partners and would create a significant delay in any kind of project. Sherriff Beitel indicated that we had letters of interest from some other counties but nobody willing to sign a contract now. The sheriff would summarize who we've gotten letters from and potential interest from them for housing inmates or utilizing jail space if Beltrami County had some.

9/21/22 – *Trish H is scheduled to present to the County Commission on 10/18 an update on what the Programming Committee has worked on. Finance Committee will need to meet again soon to address anything needed to be put together for a Resolution related to a LOST.*

B. Tom B noted that there is a possibility that there may be a call for a vote prior to the anticipated November 15th date. After discussion on this topic, it was agreed that the Steering Committee would recommend to the Commission that the vote wait until the Public Comment period is closed on 10/31.

8/17/22 – Sherriff Beitel indicated that he has received letters of support from Red Lake DPS and from Mahnomen County. (Attached) He is continuing to pursue additional support.

9/7/22 – Not Discussed.

9/7/22 – Numerous Communication topics were discussed and updated.

- James H reviewed survey responses to date with the committee.
- Reviewed Committee engagement plan and will shift the noon Rotary presentation from 9/19 to 9/12.
- John H asked where to find information on incarceration alternatives within the information on the website. The group agreed this should be clear as the question will likely get asked a lot. Calandra A and Jarrett W will put together some documentation on the programs they are currently doing to prevent recidivism and incarceration alternatives so it can be posted on the website.
- Trish H will make a presentation to the board updating the work the Programming Committee has put together at one of the October Commission Meetings.
- Sherriff Beitel will create a summarized presentation for the shorter engagements where time is limited. The presentation will consist of letting people know what we're doing and where they can find the information and encourage them to go get informed and complete the survey.
- It was suggested that we could use a 1–2-page flyer for some of the community presentations with a recap of what is being done and where to find the information.
- Tom will go to the Kelliher meeting and would like to record it so that it can be used at other places where presenters can't be present. CE will help provide a camera.
- It was discussed that there could be more regular presentations to the board during work sessions. These can't happen on September 20th as that meeting will be filled with budget items but could happen during the two meetings in October. One should be an update from the programming committee and the other can be Q&A. The intent is to address the questions the board and others may have so the committees can put together responses.
- With the extended decision date, the public communications, comment, and survey timeframe can be extended to October 15th. This will allow an additional month for CE to organize information gathered and for the board to be able to analyze and make a decision.
- The committee would like to do additional town hall meetings and public communication. CE will work on finding more opportunities and will extend the timeline on the survey and public comment.

9/21/22 – Again numerous communication related topics were discussed.

- Yesterday the board approved the additional town hall meeting and public hearing and with these taking place the website will be updated and a press release need to be issued. CEI and Beltrami will work on getting these addressed. The tracking spreadsheet will need to be update also.
- It was noted that a video from one of the town hall meetings should be added to the website.
- It was discussed that maybe one of the townhall meetings could be virtual or held over the lunch hour to encourage better attendance.
- A FAQ sheet needs to be developed ahead of the 11/15/22 meeting. Things that are coming up frequently in the survey comments, questions about alternatives to incarceration, pre-trial, post-trial and how these impact jail populations all need to be addressed.
- Ben M reviewed the survey responses to date as well as the comments that have been posted to the survey site
- **10/5/22** – Tom B announced that the Commission has changed their reserve fund policy from a minimum target range of 4-6 months. This has been an ongoing discussion topic at the Finance Committee meetings.

Next Jail Steering Committee Meeting – Next Meeting is scheduled for 9:30 AM on 11/2/22. (County Work Room)

Prepared and reviewed by Construction Engineers – Please forward any comments or corrections to BenM@constructionengineers.com

Attachment: Programming Presentation