

WORK MEETING MINUTES

Beltrami County Board of Commissioners

March 1, 2022

3:00 pm

Meeting to be held at the Ten Lake Town Hall

2142 Mission Road SE

Cass Lake, MN

A link to the [livestream](#) will be available on the Board Meeting Agendas and Minutes page of the County Website.

Present: Commissioner Craig Gaasvig, Commissioner Jim Lucachick, Commissioner Tim Sumner, Commissioner Richard Anderson, Commissioner Reed Olson.

1. Call to Order

Tim Sumner called the meeting to order at 3:00 pm

2. Introduction of New Employees

None

3. Identify Future Work Meeting Topics

- Leech Lake Memorandum of Understanding

4. Jail Project Update

Jail & Justice Study was completed February 22, 23, 24. Sheriff Beitel provided the board with a synopsis of the meetings conducted and the information Justice Planners received. JP, consisting of Alan and Pat, conducted interviews and had great participation from the arranged meetings. Those meeting developed new data that could be explored and Alan and Pat will continue those conversations.

On Tuesday, 2/22 they met with Jail Project Steering Committee, Programming Committee, Project and Design Committee and Finance Committee and met with 2 County Commissioners.

Wednesday 2/23 they met with Jail administration & Command Staff, Sheriff Administration and Command Staff, and then all law enforcement agencies and partners. Great participation including the indications that there were prospective partnerships being developed between Mahnomen County, and the US Marshal's Office from MN as well as North Dakota. Follow up meetings are planned. They then met with 2 of our local judges and received input, followed by Health & Human Services to discuss further collaboration and partnerships that could enhance current programs such as our Reset Program. They then met with 2 more county commissioners and then with Probation and Parole.

On Thursday 2/24 JP started their day out with a tour of the jail that included interviewing some current inmates. Followed by MIS because they will play an important role. That meeting was followed by Beltrami County Attorney's Office and City of Bemidji Attorney's Office and then with the Public Defenders Office and identified two of their staff attended

even with the low staffing level in the PD's Office. They then met with our two remaining judges and finished with speaking with the Court Administration and their staff.

5. Jail Project Sub-Committee Membership Expansion

Sheriff Ernie Beitel reviewed the planning session where it was identified that a representative from Sanford Behavioral Health would be an important addition to the Jail Programming Committee. Sheriff Beitel is requesting that Ashlea McMartin, the Director of Sanford Behavioral Health be added to the Jail Programming Committee.

It was further recognized in the project planning sessions that technology would play a significant role in planning, design and development. The new MIS Director has indicated that his office will need to be more involved in the process than earlier estimated. Sheriff Beitel is requesting that MIS Director, Kevin Warne, be appointed to the Planning and Design Committee.

Commissioners agreed to move this item to the Consent Agenda from the Regular Agenda.

Also, discussed posting/filling the At-Large position on the Planning Commission

6. Amendment to Jail Food Service Management Agreement

Amendment to the Food Service Management Agreement with Summit Food Services, LLC for Feb 1-May 31, 2022 is due to increased costs. The increase to our contract is 27.5%. This increase amounts to approximately \$70,000 that is not in the budget for 2022. Sheriff Beitel and Auditor/Treasurer JoDee Treat will meet to discuss how to accommodate this increase and report back to the Board.

7. 2022 Redistricting

Auditor/Treasurer, JoDee Treat and GIS Director, Kevin Trappe, provided an update and open discussion on the recently released State redistricting maps and where Beltrami County is at in the process.

The City of Bemidji will be meeting on Monday, March 7 and will possibly adopt their redistricting. At this point, it will move to the County level redistricting. The County will be required to hold a public hearing and have their redistricting complete by April 26. City and County staff are working together to ensure a cohesive and logical plan in a timely manner. Due to the requirement of a three week notice for the Public Hearing, staff is proposing we set the public hearing date for April 5. At that time, the Board will have had a change to evaluate several options and provide the best scenarios for the public hearing discussions.

Members of the Board agreed to add to the Consent Agenda Approval to set the Public Hearing date for April 5, 2022 and also to add redistricting to the Work Session on March 15.

8. Workforce Discussion

Human Resource Director, Linda Tran reviewed the current workforce trends in Beltrami County staffing.

Three top issues are: 1)Turnover 2)Recruitment 3)Retention

Ms. Tran reviewed trends and process over the years and what next steps might be. Such as: Market Analysis, wage scale modifications and insurance contributions. The County does have a Personnel Committee, consisting of the Human Resources Director, the Administrator, and one County Commissioner. Staff would like to start with re-convening this Committee and reporting back to the Board.

9. Area Roads Update

This item was moved to the Regular Agenda.

10. Administrator's Report

This item was moved to the Regular Agenda.

11. Other Business Items

a) Review Bills

b) Add to next Work Agenda – 2022 Redistricting Update

12. Review Agenda for the March 1, 2022 Regular Board Meeting

The following item was moved from the Regular Agenda to the Consent Agenda:

- Approval of Jail Subcommittee Expansion

The following item was added to the Consent Agenda:

- Approval of Public Hearing Date for 2022 Redistricting

The following items were moved from the Work Agenda to the Regular Agenda:

- Area Road Update
- Administrator's Report

13. Adjourn

The Work Session was adjourned at 4:59 p.m.