



BUDGET & FINANCE COMMITTEE / WORKSHOP AGENDA

Wednesday, March 12th, 2025

County Board Room, Room 172 at 3:00 p.m.

PROPOSED AMENDED AGENDA

Commissioners:
District 1
Jim Swenson
District 2
Rick Greene
District 3
Marlys Dunne
District 4
Ben Montzka
District 5
Dan Dahlberg

- I.** Current Year-to-Date Financial Update
 - a. Operating Budget vs Actual
 - b. Salaries and Wages Budget vs Actual
 - c. Fund Balance Charts
 - d. Wheelage Tax and Local Option Sales Tax Charts
 - e. CIP Budget to Actual
 - f. ARPA Budget to Actual
- II.** Monthly Current County Staffing Update
- III.** Public Safety Expenditures
 - a. Flock Cameras (MN Stat. 138.24, Subd. 5(b))
 - b. Radar Trailers
 - c. Drone Program
 - d. Command Vehicle
 - e. Sigma Tactical Wellness
- IV.** Jail Boarding with Hennepin County – Oct 2024 to *expect* May 2025
- V.** 2026 Budget Process
- VI.** Mini Trucks Ordinance Discussion
- VII.** Health and Human Services – CaseWorks Financial Services Edition: METS/MNsure Edition
- VIII.** ECRLB – Wyoming Area Library – Extended Access ———

AMENDED
- IX.** CORRESPONDENCE

Upcoming Schedule

- **Chisago County Board of Commissioners Meeting**, Wednesday, February 19, 2025
- **Chisago County Board of Commissioners Meeting**, Wednesday, April 2, 2025
- **Chisago County Strategic Planning**, Friday, April 4th, 2025 – Chisago County Government Center, Suite 150B

******* NOTICE*******

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meetings on Wednesday March 7th until March 17th via Interactive TV, pursuant to Minnesota Statute 13D.02 and MN Department of Administration Advisory Opinions 08-034 and 13-009. Commissioner Swenson may be seen and heard at the meeting via electronic means and will participate from J.E. Irausquin Blvd 250, Oranjestad, Aruba, a location open and accessible to the public.

**OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 02/28/2025
17% OF YEAR COMPLETE**

TAB I

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
GENERAL FUND						
Board of Commissioners	\$ 275,512	\$ 275,512	\$ 83,584	30%	30%	2025 Annual Dues: AMC - \$27,356 MICA - \$16,556 AMC Conference
District Court	212,500	212,500	20,640	10%	10%	
Law Library	30,000	174,425	2,570	9%	1%	Restricted
County Administrator	127,700	127,700	30,579	24%	24%	Q1 HUB Fees Conferences & Training
Auditor-Treasurer	27,280	32,580	8,042	29%	25%	2025 MACO Dues TNT forms - \$5,300
Audit	90,000	90,000	250	0%	0%	
Assessor	69,450	69,450	7,188	10%	10%	
Enterprise Services	4,630,222	4,630,222	835,716	18%	18%	
Central Services	78,600	78,600	14,378	18%	18%	
Elections	119,000	328,142	27,345	23%	8%	
County Attorney	92,500	92,500	25,904	28%	28%	1st Half Restorative Justice - \$17,500
County Attorney Forfeiture	-	39,767	804	0%	2%	Restricted
Recorder	19,300	21,600	1,280	7%	6%	
Recorder Technology	1,500	435,839	60,895	4060%	14%	Restricted
Recorder Compliance	24,200	1,223,619	45,275	187%	4%	Restricted
Maintenance	863,643	863,643	183,753	21%	21%	2025 Annual Contract Payments
Planning & Zoning	205,370	230,629	127,885	62%	55%	2024 Share of Permits to Cities
Wellness, Safety and Ergo	-	27,966	1,244	0%	4%	
General Government	1,436,924	1,436,924	1,241,139	86%	86%	2025 Gen Liab & Worker's Comp Ins
						Retiree Payouts: \$200k Budget
Contingency	-	208,630	6,138	0%	3%	
Contingency - Special Projects	100,000	100,000	-	0%	0%	
Sheriff	921,359	932,230	130,770	14%	14%	
Sheriff Forfeitures	-	26,317	-	0%	0%	Restricted
Sheriff's Reserve	-	10,149	256	0%	3%	Restricted
Sheriff's Contingency	-	932	-	0%	0%	Restricted
Gun Permits	-	87,952	277	0%	0%	Restricted
Project Lifesaver	-	6,286	-	0%	0%	Restricted
Public Safety Grants	151,810	1,201,115	24,826	16%	2%	Restricted
Coroner	153,159	153,159	38,925	25%	25%	Q1 25 Contract Payment
County Jail	741,430	741,430	124,628	17%	17%	
Jail Canteen	-	119,465	1,483	0%	1%	Restricted
Probation & Parole	136,680	136,680	49,634	36%	36%	1st Half 2024 Sentence to Serve
Emergency Management	33,374	33,374	32,643	98%	98%	2025 CODERED - \$32,253
E-911	279,000	869,535	-	0%	0%	Restricted
Controlled Substances - SOF	-	1,162	-	0%	0%	Restricted
Historical Society	40,000	40,000	20,000	50%	50%	1st Half 2025 Allocation
Regional Library	837,927	837,927	418,964	50%	50%	1st Half 2025 Allocation
Parks	137,000	137,000	10,855	8%	8%	
County Agricultural Society	16,000	24,000	8,000	50%	33%	Q4 25 Allocation
County Extension Services	179,761	179,761	9,529	5%	5%	
Soil & Water	212,000	212,000	106,000	50%	50%	1st Half 2025 Allocation
Water Quality Grant	75,400	383,967	5,087	7%	1%	Restricted
Sewer Grants	-	61,118	55,937	0%	92%	Restricted
Wetland Grant	5,000	5,000	5,672	113%	113%	Restricted
Watercraft Inspection	50,675	274,342	41	0%	0%	Restricted
Economic Dev (Tax Abatements)	38,500	38,500	-	0%	0%	
TOTAL GENERAL FUND	\$ 12,412,776	\$ 17,213,649	\$ 3,768,136	30%	22%	

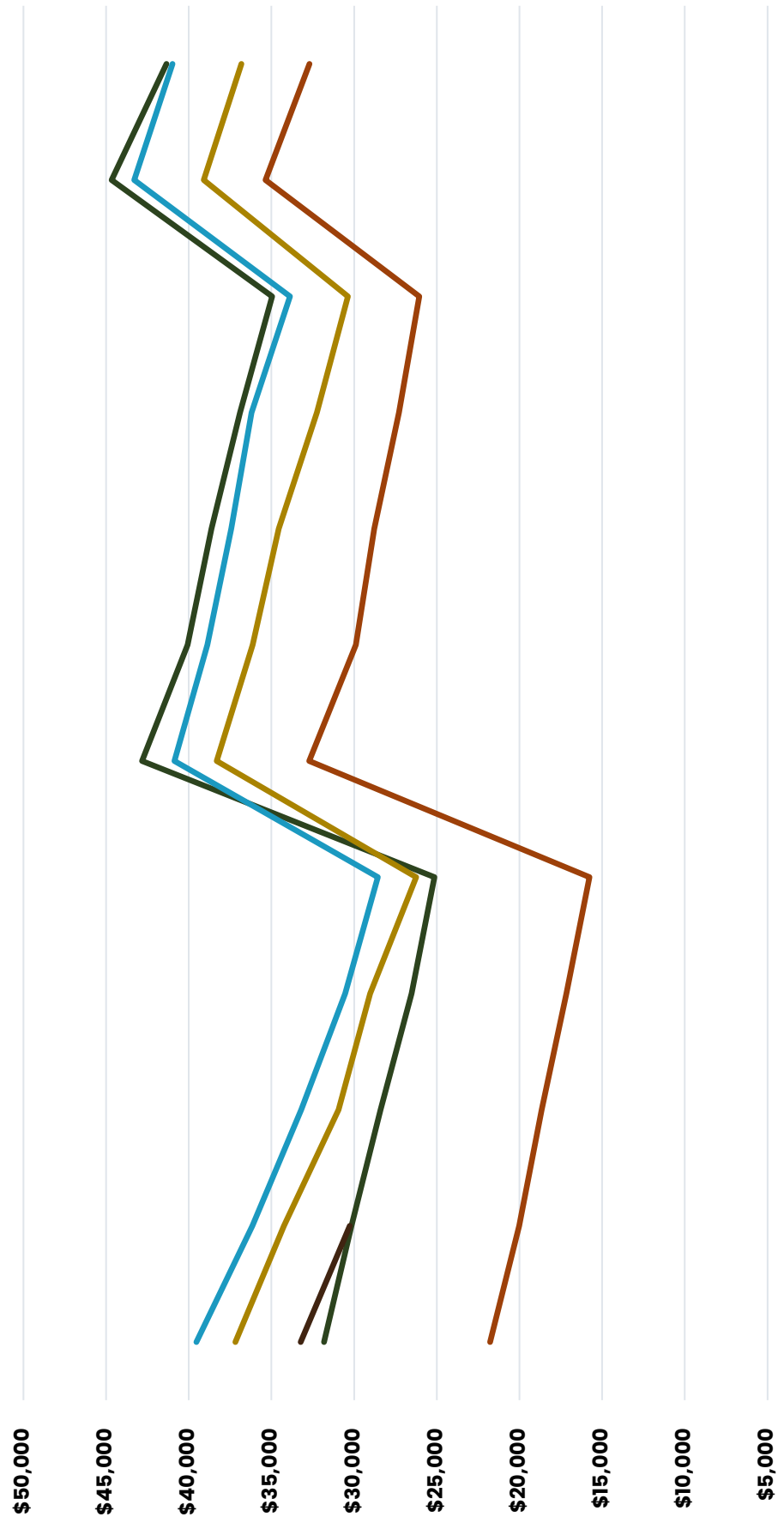
**OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 02/28/2025
17% OF YEAR COMPLETE**

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
ROAD AND BRIDGE FUND						
Surveyor	\$ 6,350	\$ 6,350	\$ 238	4%	4%	2025 Annual Dues
Highway Administration	33,850	33,850	12,967	38%	38%	
Highway Engineering	4,269,350	4,269,350	487,820	11%	11%	
Highway Construction	12,800,000	12,800,000	592,661	5%	5%	
Highway Maintenance	2,933,345	3,953,407	108,286	4%	3%	
Equipment Maint/Shop	943,200	972,281	110,051	12%	11%	
Traffic Operations	438,500	438,500	3,160	1%	1%	
TOTAL ROAD AND BRIDGE FUND	\$ 21,424,595	\$ 22,473,738	\$ 1,315,183	6%	6%	
HEALTH AND HUMAN SERVICES						
Veterans Service	\$ 36,000	\$ 36,000	\$ 3,570	10%	10%	Restricted
Income Maintenance	796,702	1,059,637	159,131	20%	15%	
Social Services	3,907,188	4,062,600	718,397	18%	18%	
Public Health Nursing	382,850	492,894	19,031	5%	4%	
Opioid Settlement	-	1,219,796	35,095	0%	3%	
TOTAL HEALTH AND HUMAN SER	\$ 5,122,740	\$ 6,870,927	\$ 935,224	18%	14%	
BUILDING FUND						
General Government	\$ 86,267	\$ 86,267	\$ 86,267	100%	100%	Honeywell bond payment
Score Grant Fund	-	17,000	-	0%	0%	
TOTAL BUILDING FUND	\$ 86,267	\$ 103,267	\$ 86,267	100%	84%	
CAPITAL EQUIPMENT FUND						
Administration	\$ -	\$ 2,030	\$ -	0%	0%	
Enterprise Servcies	1,100,018	1,705,458	26,614	2%	2%	
Elections	63,500	222,411	887	1%	0%	
Facilities/Maintenance	258,946	536,473	109,234	42%	20%	
Other General Gov (Unallocated)	42,251	268,893	-	0%	0%	
Sheriff	571,472	781,100	421,859	74%	54%	
Highway	1,059,000	1,535,076	518,753	49%	34%	
Environmental Services/Parks	228,500	304,744	2,645	1%	1%	
Armer Radio - Replacement	-	378,980	-	0%	0%	
TOTAL CAPITAL EQUIP FUND	\$ 3,323,687	\$ 5,735,165	\$ 1,079,992	32%	19%	
SOLID WASTE FUND						
Score Grant Fund	\$ 276,401	\$ 276,401	\$ 10,899	4%	4%	
HHW Operations	194,227	590,751	17,863	9%	3%	
TOTAL SOLID WASTE FUND	\$ 470,628	\$ 867,152	\$ 28,762	6%	3%	
LAKE IMPROVEMENT DISTRICT MAINTENANCE						
LID Maintenance	\$ 196,000	\$ 196,000	\$ 53,585	27%	27%	Lab to Lakes Grant Expenses
TOTAL LAKE IMPV DIST MAINT	\$ 196,000	\$ 196,000	\$ 53,585	27%	27%	
DEBT SERVICE FUND						
Road Debt	\$ 1,962,350	\$ 1,962,350	\$ 1,909,569	97%	97%	Principal + Interest
HHS Debt	242,775	242,775	235,931	97%	97%	Principal + Interest
Library Debt	440,750	440,750	440,750	100%	100%	Principal + Interest
Jail Debt	1,282,839	1,282,839	812,131	63%	63%	Principal + Interest
Business Park Bonds	228,800	228,800	196,400	86%	86%	Principal + Interest
Capital Projects	581,947	581,947	438,945	75%	75%	Principal + Interest
TOTAL DEBT SERVICE FUND	\$ 4,739,461	\$ 4,739,461	\$ 4,033,726	85%	85%	
TOTAL ALL FUNDS	\$ 47,776,154	\$ 58,199,359	\$ 11,300,875	24%	19%	

**SALARIES AND WAGES
BUDGET VS ACTUAL
AS OF 02/28/2025
17% OF YEAR COMPLETE**

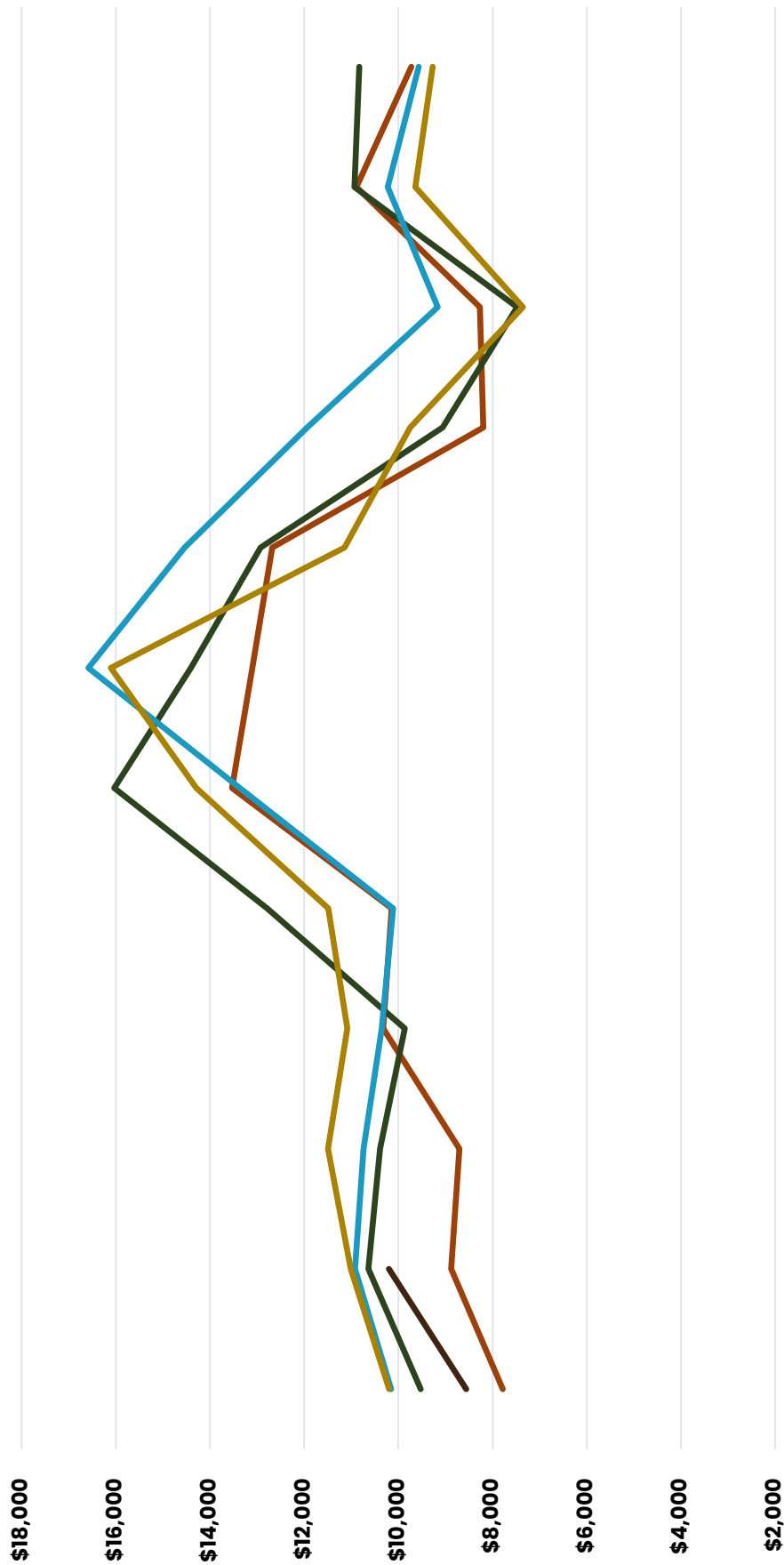
	<u>Adopted Budget</u>	<u>Actual</u>	<u>% of Budget</u>
GENERAL FUND			
Board of Commissioners	\$ 265,982	\$ 47,446	18%
Law Library	10,514	-	0%
County Administrator	1,067,300	169,801	16%
Auditor-Treasurer	974,927	175,157	18%
Assessor	1,084,495	184,492	17%
Enterprise Services	2,242,286	378,808	17%
County Attorney	2,889,837	462,074	16%
Recorder	373,167	63,664	17%
Maintenance	611,931	105,345	17%
Planning & Zoning	1,165,628	199,337	17%
Sheriff	8,047,176	1,376,193	17%
County Jail	4,576,008	778,995	17%
Probation & Parole	1,462,554	240,396	16%
Emergency Management	123,747	22,614	18%
Parks	512,171	79,158	15%
Water Quality Grant	144,595	24,238	17%
Wetland Grant	120,170	20,259	17%
Watercraft Inspection	194,675	13,641	7%
TOTAL GENERAL FUND	\$ 25,867,163	\$ 4,341,618	17%
ROAD AND BRIDGE FUND			
Surveyor	\$ 176,763	\$ 29,806	17%
Highway Administration	433,278	67,668	16%
Highway Engineering	1,109,452	174,036	16%
Highway Maintenance	2,040,589	344,258	17%
Equipment Maintenance/Shop	515,034	124,372	24%
Traffic Operations	231,827	41,319	18%
TOTAL ROAD AND BRIDGE FUND	\$ 4,506,943	\$ 781,459	17%
HEALTH AND HUMAN SERVICES			
Veterans Service	\$ 229,582	\$ 38,750	17%
Income Maintenance	3,411,234	590,361	17%
Social Services	7,906,647	1,315,813	17%
Public Health Nursing	1,973,934	338,496	17%
Opioid Settlement (<i>no levy impact</i>)	-	2,587	0%
TOTAL HEALTH AND HUMAN SERVICES	\$ 13,521,397	\$ 2,286,007	17%
SOLID WASTE FUND			
Score Grant Fund	\$ 65,255	\$ 10,809	17%
HHW Operations	252,238	29,990	12%
TOTAL SOLID WASTE FUND	\$ 317,493	\$ 40,799	13%
LAKE IMPROVEMENT DISTRICT MAINTENANCE			
Lake Improvement District Maintenance	\$ 197,770	\$ 29,712	15%
TOTAL LAKE IMPV DISTRICT MAINT	\$ 197,770	\$ 29,712	15%
TOTAL ALL FUNDS	\$ 44,410,766	\$ 7,479,595	17%

GENERAL FUND BALANCE BY MONTH 2021 - 2025



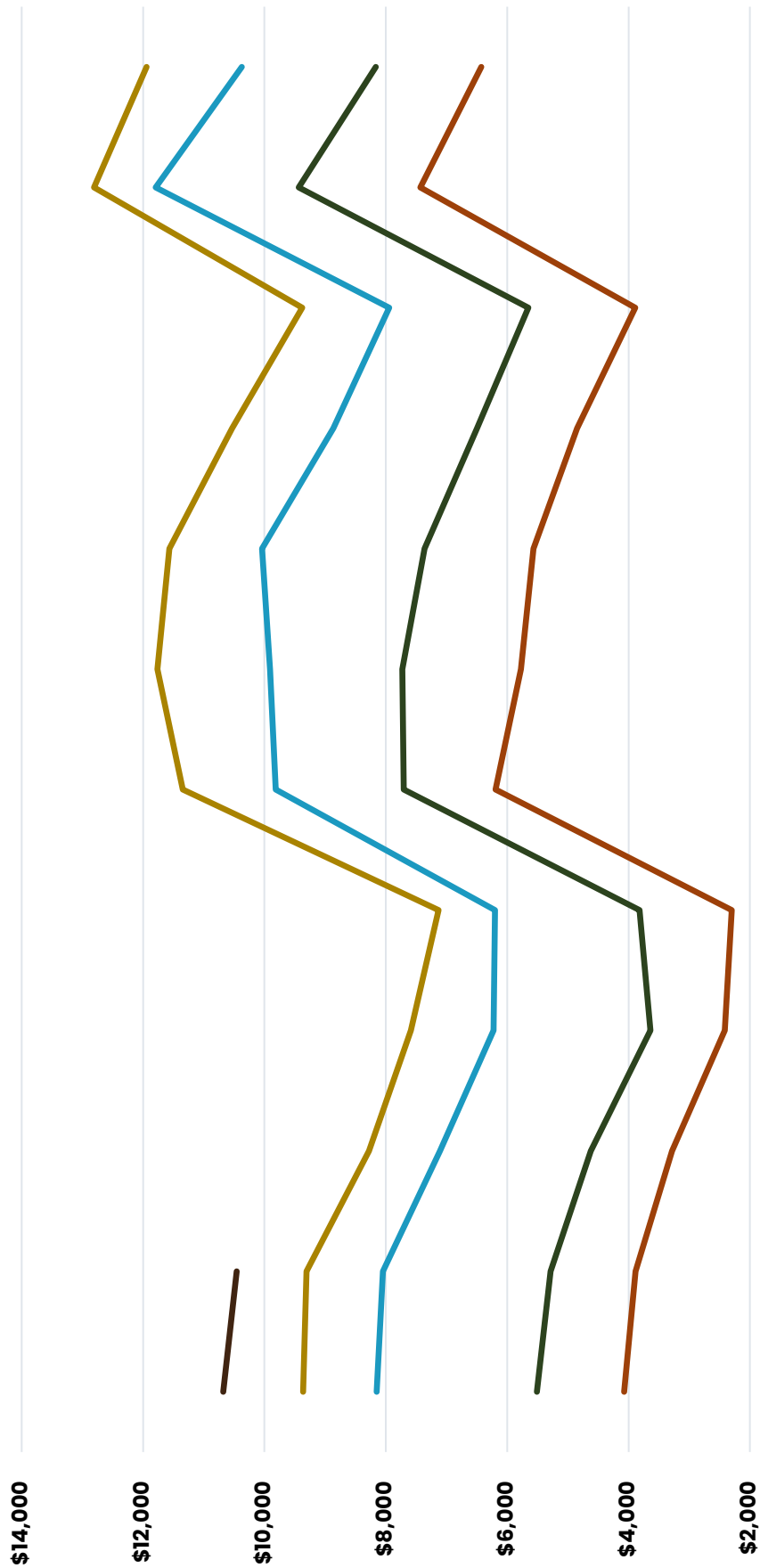
\$-	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$21,774	\$20,019	\$18,660	\$17,164	\$15,767	\$32,710	\$29,891	\$28,791	\$27,296	\$26,067	\$35,360	\$32,704
2022	\$31,823	\$30,169	\$28,401	\$26,522	\$25,144	\$42,821	\$40,066	\$38,629	\$36,901	\$34,966	\$44,667	\$41,343
2023	\$39,545	\$36,157	\$33,205	\$30,535	\$28,566	\$40,874	\$38,871	\$37,426	\$36,201	\$33,879	\$43,300	\$40,988
2024	\$37,178	\$34,237	\$30,936	\$29,025	\$26,248	\$38,312	\$36,141	\$34,557	\$32,253	\$30,383	\$39,095	\$36,812
2025	\$33,233	\$30,264										

ROAD & BRIDGE FUND BALANCE BY MONTH 2021 – 2025



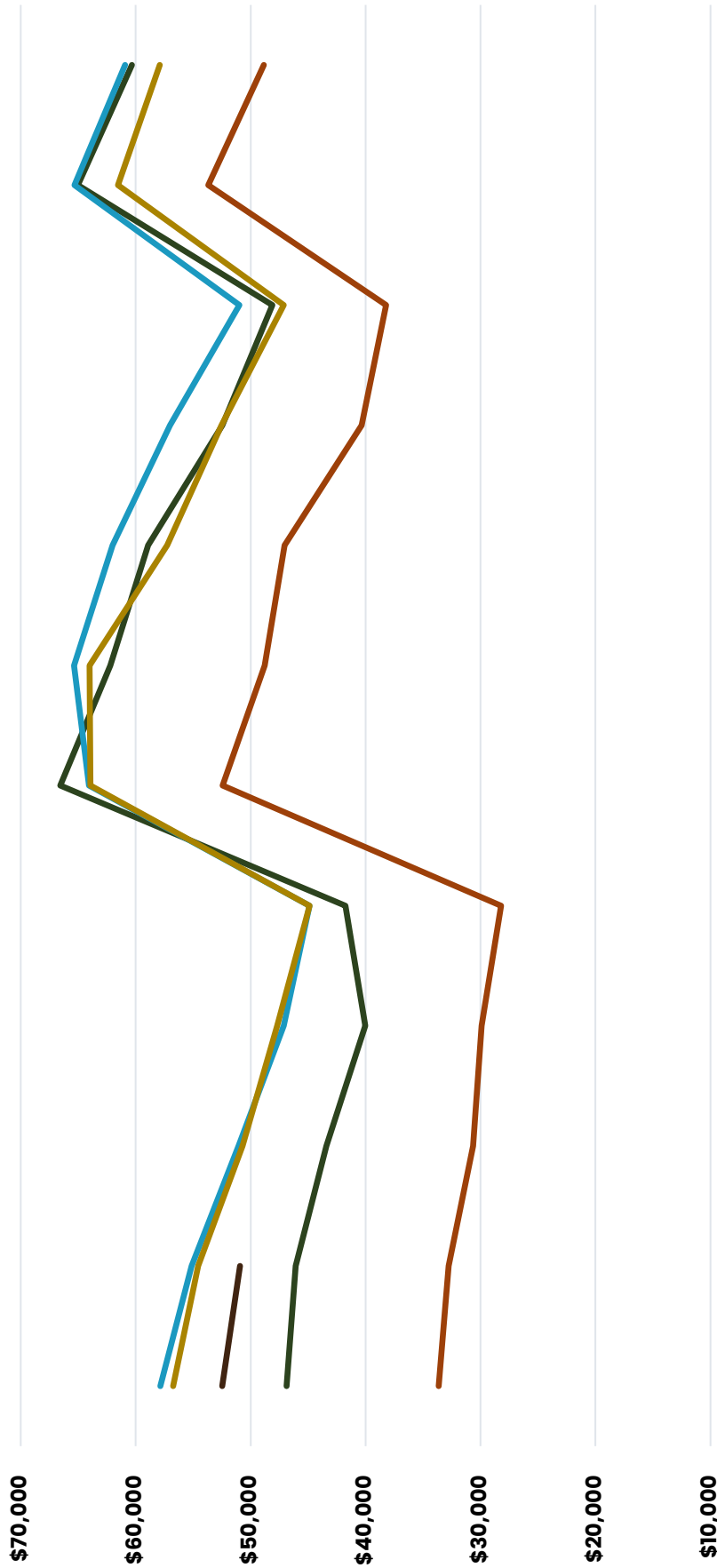
\$-	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$7,783	\$8,879	\$8,703	\$10,323	\$10,144	\$13,532	\$13,100	\$12,679	\$8,196	\$8,267	\$10,892	\$9,726
2022	\$9,528	\$10,634	\$10,392	\$9,864	\$12,786	\$16,033	\$14,405	\$12,924	\$9,058	\$7,477	\$10,935	\$10,828
2023	\$10,151	\$10,922	\$10,739	\$10,353	\$10,111	\$13,364	\$16,583	\$14,537	\$11,938	\$9,164	\$10,223	\$9,565
2024	\$10,193	\$11,009	\$11,497	\$11,085	\$11,491	\$14,290	\$16,106	\$11,143	\$9,751	\$7,355	\$9,642	\$9,274
2025	\$8,559	\$10,201										

HEALTH & HUMAN SERVICES FUND BALANCE BY MONTH 2021 – 2025



\$-	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$4,071	\$3,887	\$3,283	\$2,413	\$2,300	\$6,194	\$5,776	\$5,565	\$4,846	\$3,888	\$7,431	\$6,425
2022	\$5,512	\$5,286	\$4,624	\$3,640	\$3,818	\$7,706	\$7,727	\$7,362	\$6,499	\$5,653	\$9,435	\$8,163
2023	\$8,152	\$8,049	\$7,110	\$6,226	\$6,201	\$9,814	\$9,908	\$10,040	\$8,864	\$7,944	\$11,792	\$10,374
2024	\$9,361	\$9,308	\$8,276	\$7,585	\$7,131	\$11,344	\$11,764	\$11,564	\$10,533	\$9,375	\$12,808	\$11,941
2025	\$10,679	\$10,457										

REVENUE, ROAD & BRIDGE AND HHS COMBINED FUND BALANCE BY MONTH 2021 – 2025



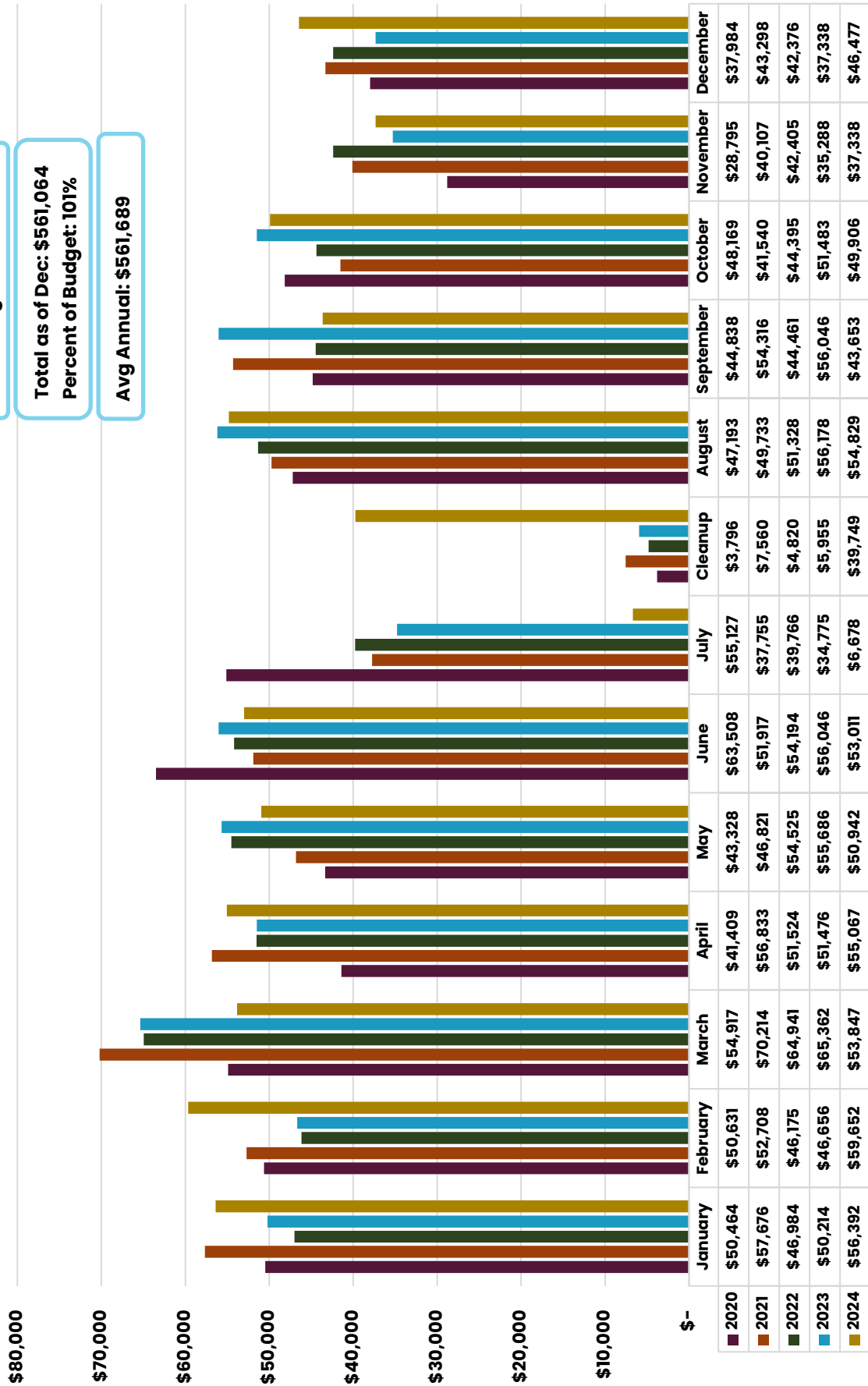
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$33,628	\$32,785	\$30,646	\$29,900	\$28,211	\$52,436	\$48,767	\$47,035	\$40,338	\$38,222	\$53,683	\$48,855
2022	\$46,863	\$46,089	\$43,417	\$40,026	\$41,748	\$66,560	\$62,198	\$58,915	\$52,458	\$48,096	\$65,037	\$60,334
2023	\$57,848	\$55,128	\$51,054	\$47,114	\$44,878	\$64,052	\$65,362	\$62,003	\$57,003	\$50,987	\$65,315	\$60,927
2024	\$56,732	\$54,554	\$50,709	\$47,695	\$44,870	\$63,946	\$64,011	\$57,264	\$52,537	\$47,113	\$61,545	\$57,902
2025	\$52,471	\$50,922										

December 2024 Wheelage Tax 100% of Year Complete

2024 Budget: \$600,000

Total as of Dec: \$561,064
Percent of Budget: 101%

Avg Annual: \$561,689



December 2024 Sales Tax 100% of Year Complete

2024 Budget: \$3,700,000

Total as of Dec: \$3,687,128
Percent of Budget: 99%

Avg Annual: \$2,914,815

\$400,000

\$300,000

\$200,000

\$100,000

\$-

	January	February	March	April	May	June	July	August	September	October	November	December
2020	\$244,823	\$191,388	\$185,240	\$197,582	\$199,802	\$256,120	\$260,846	\$294,225	\$262,010	\$247,843	\$226,772	\$235,296
2021	\$260,107	\$217,562	\$199,108	\$278,070	\$268,127	\$303,945	\$299,223	\$314,042	\$297,542	\$301,997	\$277,139	\$263,063
2022	\$303,035	\$253,275	\$242,386	\$276,025	\$271,846	\$327,383	\$359,758	\$321,598	\$327,000	\$327,347	\$327,169	\$284,561
2023	\$323,438	\$257,403	\$219,827	\$267,813	\$266,348	\$334,268	\$369,019	\$310,303	\$310,305	\$344,379	\$306,054	\$279,000
2024	\$313,742	\$245,851	\$228,314	\$270,042	\$288,215	\$348,443	\$341,074	\$365,149	\$316,532	\$338,363	\$341,661	\$289,743

2020 2021 2022 2023 2024

2025 Chisago County Capital Improvement Program

Budget to Actual
As of February 28, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
Administration					
2024 ADD	CARRYOVER	County Membership in Local Chambers of Commerce	\$ 1,030	\$0	\$1,030
2024 ADD	CARRYOVER	Office Chairs - Assessor	\$ 1,000	\$0	\$1,000
Administration Total			\$ 2,030	\$0	\$2,030
ARMER					
ARMER	CARRYOVER	ARMER Replacement Fund	\$ 378,980	\$0	\$378,980
ARMER Total			\$ 378,980	\$0	\$378,980
Auditor-Treasurer					
AUD-0137	2025 CIP	Election Equipment Replacement Fund	\$ 59,000	\$0	\$59,000
AUD-0137	CARRYOVER	Election Equipment Replacement Fund	\$ 149,911	\$0	\$149,911
AUD-0139	2025 CIP	Election Results - Storage Media	\$ 4,500	(\$887)	\$3,613
AUD-0139	CARRYOVER	Election Results - Storage Media	\$ 9,000	\$0	\$9,000
Auditor-Treasurer Total			\$ 222,411	(\$887)	\$221,524
CCSO					
AUCTION	CARRYOVER	Auction Proceeds & Insurance Reimbursements	\$ 128,489	\$4,828	\$133,317
CCSO-0141	2025 CIP	Sheriff's Office Patrol Vehicle Replacements	\$ 406,822	(\$360,667)	\$46,155
CCSO-0141	CARRYOVER	Sheriff's Office Patrol Vehicle Replacements	\$ 14,252	\$0	\$14,252
CCSO-0449	2025 CIP	Armor camera systems	\$ 8,575	\$0	\$8,575
CCSO-0450	2025 CIP	DRACO Less-lethal gas deliver system	\$ 23,600	\$0	\$23,600
CCSO-0451	2025 CIP	Transit Van Safari Roof Rack	\$ 7,500	\$0	\$7,500
CCSO-0452	2025 CIP	Humvee rear ramp system	\$ 4,575	\$0	\$4,575
CCSO-0453	2025 CIP	IR Lighting	\$ 13,650	\$0	\$13,650
CCSO-0454	2025 CIP	Patrol Rifle Plates	\$ 48,500	\$0	\$48,500
CCSO-0455	2025 CIP	Mobile Field Force equipment	\$ 58,250	\$0	\$58,250
N/A	FUND BALANCE	Stacy Squad #3 (Funding source: General Revenue Fund balance - reimbursed through contract payments)	\$ 66,887	(\$61,192)	\$5,695
CCSO Total			\$ 781,100	(\$417,031)	\$364,069
Enterprise Services					
ENTS-0088	CARRYOVER	MCC 7500E Laptop Consoles (2)	\$ 2,062	\$0	\$2,062
ENTS-0385	CARRYOVER	2024 Small Equipment Replacement	\$ 30,207	\$0	\$30,207
ENTS-0390	CARRYOVER	Cyber Security - Policies	\$ 36,404	(\$1,791)	\$34,613
ENTS-0391	CARRYOVER	2024 Small Equipment New Requests	\$ 19,022	\$0	\$19,022
ENTS-0420	2025 CIP	2025 Small Equipment Replacement	\$ 239,300	\$0	\$239,300
ENTS-0422	2025 CIP	Replace Core Network Equipment - County UCS Servers	\$ 600,000	\$0	\$600,000

2025 Chisago County Capital Improvement Program

Budget to Actual
As of February 28, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
ENT-0424	2025 CIP	6 Cradlepoint modems for squad cars to utilize axon Fleet 3 camera systems	\$ 19,700	(\$18,403)	\$1,297
ENT-0426	2025 CIP	2025 Small Equipment New Requests	\$ 11,018	(\$6,420)	\$4,598
ENT-0427	2025 CIP	Replace 911 Server- Nice Audio Recorder	\$ 45,000	\$0	\$45,000
ENT-0446	2025 CIP	AS400 End Of Life/End Of Support - Replace Agency Collection and Social Welfare Systems	\$ 30,000	\$0	\$30,000
ENT-0447	2025 CIP	Replace APC Automatic Transfer Switches that feed critical infrastructure in County Data Centers	\$ 25,000	\$0	\$25,000
ENT-0448	2025 CIP	Core Network Upgrade - Replace Cisco OTV with VXLAN	\$ 105,000	\$0	\$105,000
ENT-0458	2025 CIP	Cameras for Parks - Checkboard Shop/Park , Ki Chi Saga	\$ 25,000	\$0	\$25,000
ENT-083	CARRYOVER	Relocate the Wyoming Emergency Paging Tower	\$ 100,000	\$0	\$100,000
MNT-0187	CARRYOVER	Replace Leibert HVAC in data center at Gov't Center	\$ 238,695	\$0	\$238,695
MNT-0191	CARRYOVER	Replace alarm system in Gov't Center (1989 side & DES)	\$ 80,000	\$0	\$80,000
MNT-0193	CARRYOVER	Replace analog cameras in Courthouse for courthouse security	\$ 30,000	\$0	\$30,000
N/A	FUND BALANCE	CJIS Security Upgrades (Funding source: General Revenue Fund balance)	\$ 69,050	\$0	\$69,050
Enterprise Services Total			\$ 1,705,458	(\$26,614)	\$1,678,844
Environmental Services					
ENVS-0120	2025 CIP	2002 3/4 Ton Truck Replacement	\$ 55,000	\$0	\$55,000
ENVS-0129	CARRYOVER	Swedish Immigrant Regional Trail land acquisition	\$ 32,244	(\$2,645)	\$29,599
ENVS-0435	2025 CIP	Brush Mower	\$ 10,000	\$0	\$10,000
ENVS-0436	2025 CIP	Snowblower	\$ 10,500	\$0	\$10,500
ENVS-0437	2025 CIP	Grapple	\$ 5,000	\$0	\$5,000
ENVS-0438	2025 CIP	DR Mower	\$ 4,500	\$0	\$4,500
ENVS-0439	2025 CIP	Kayak Dock Ramps	\$ 18,000	\$0	\$18,000
ENVS-0440	2025 CIP	Snowplow	\$ 10,500	\$0	\$10,500
ENVS-0441	2025 CIP	SIRT-Wetland Delineation and Environmental Review Contracted Services	\$ 30,000	\$0	\$30,000
ENVS-0442	2025 CIP	SIRT-Wetland Mitigation Land Credit Purchase	\$ 30,000	\$0	\$30,000
ENVS-0443	2025 CIP	Parks Maintenance Facility- Existing Pole Building Structures- Steel Renovation	\$ 54,000	\$0	\$54,000
ENVS-0444	2025 CIP	Insulate and Install Heating System-New Parks Building Structure	\$ 45,000	\$0	\$45,000
Environmental Services Total			\$ 304,744	(\$2,645)	\$302,099

2025 Chisago County Capital Improvement Program

Budget to Actual
As of February 28, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
Facilities & Maintenance					
2024 ADD	CARRYOVER	Gate Controller - CCSO Harris District Office	\$ 3,500	\$0	\$3,500
HHS-0196	CARRYOVER	HHS Interview Rooms	\$ 29,047	(\$24,955)	\$4,092
MNT-0063	CARRYOVER	Replace carpet in public hallways at Gov't Center (1989 side)	\$ 84,279	(\$84,279)	\$0
MNT-0186	CARRYOVER	Repair/Replace retaining wall around parking lot at Gov't Center	\$ 111,000	\$0	\$111,000
MNT-0222	CARRYOVER	Updates to 3rd floor victim/witness waiting area	\$ 20,000	\$0	\$20,000
MNT-0267	CARRYOVER	Fencing and Parking Gate at PSC	\$ 40,313	\$0	\$40,313
MNT-0396	CARRYOVER	Window blinds for 3rd floor at Courthouse	\$ 3,086	\$0	\$3,086
MNT-0414	CARRYOVER	Add fencing and electronic gate to Harris DO	\$ 10,581	\$0	\$10,581
MNT-0460	2025 CIP	ECC Storage/Training Room Privacy	\$ 8,820	\$0	\$8,820
MNT-0461	2025 CIP	ICS Facilities Study	\$ 250,126	\$0	\$250,126
Facilities & Maintenance Total			\$ 560,752	(\$109,234)	\$451,518
Public Works					
2023 ADD	CARRYOVER	Hydrant Replacement	\$ 10,073	\$0	\$10,073
AUCTION	CARRYOVER	Auction Proceeds & Insurance Reimbursements	\$ 103,107	\$0	\$103,107
PWKS-0170	2025 CIP	Patch Wagon	\$ 60,000	\$0	\$60,000
PWKS-0171	CARRYOVER	Tandem Snow Plow Truck (Chassis)	\$ 170,000	(\$167,468)	\$2,532
PWKS-0172	CARRYOVER	Tandem Snow Plow Truck (Chassis)	\$ 170,000	(\$167,468)	\$2,532
PWKS-0175	2025 CIP	Tandem Snow Plow Truck	\$ 365,000	\$0	\$365,000
PWKS-0226	2025 CIP	Tandem Snow Plow	\$ 330,000	(\$183,817)	\$146,183
PWKS-0411	CARRYOVER	Additional CIP funding for Approved Equipment	\$ 22,896	\$0	\$22,896
PWKS-0429	2025 CIP	Mower	\$ 195,000	\$0	\$195,000
PWKS-0431	2025 CIP	Survey Equipment	\$ 60,000	\$0	\$60,000
PWKS-0432	2025 CIP	Walk behind concrete/asphalt saw	\$ 4,000	\$0	\$4,000
PWKS-0434	2025 CIP	Tire Machine	\$ 45,000	\$0	\$45,000
Public Works Total			\$ 1,535,076	(\$518,753)	\$1,016,323
UNALLOCATED					
UNALLOCATED	2025 CIP	Unallocated 2025 CIP	\$ 244,614	\$0	\$244,614
UNALLOCATED Total			\$ 244,614	\$0	\$244,614
Grand Total			\$ 5,735,165	(\$1,075,164)	\$4,660,001

ARPA Budget to Actual As of February 28, 2025					
ADMINISTRATION					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Update Flags and Seals to MN State Flag	45,000	(38,968)	(6,032)	Invoice Pending
2024 ADD	Strategic Planning	7,875	(124)	(7,751)	Under Contract
		\$ 52,875	\$ (39,092)	\$ (13,783)	
ATTORNEY					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0340 ATT	County Attorney - FT Media Services Tech	\$ 108,018	\$ (85,144)	\$ (22,874)	Under Contract
AUDITOR-TREASURER					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0347 AUD	Single Use Audit 2022 - 2026 (ARPA only)	\$ 30,000	\$ (12,163)	\$ (17,837)	Under Contract
2024 ADD	OpenGov - Workforce Module & Setup	35,740	(27,800)	(7,940)	Invoice Pending/Under Contract
		\$ 65,740	\$ (39,963)	\$ (25,777)	
EMERGENCY MANAGEMENT					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0342 EMGT	Emergency Management - COOP Update	\$ 60,000	\$ (16,550)	\$ (43,450)	Under Contract
ENTERPRISE SERVICES					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0334 ENTS	*ARPA ARMER* ARMER Infrastructure Replacement	\$ 1,966,546	\$ (1,872,468)	\$ (94,078)	Ongoing/Under Contract
ARPA-0392 ENTS	Wi-Fi in County Parks	60,000	(23,803)	(36,197)	Ongoing
ARPA-0394 ENTS	Replace Camera Security System	100,000	(73,280)	(26,720)	Ongoing
		\$ 2,126,546	\$ (1,969,551)	\$ (156,995)	
ENVIRONMENTAL SERVICES					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0304 ENVS	Ki Chi Saga Park Municipal Building	211,571	(207,001)	(4,570)	Final Invoice Pending (\$4,570)
ARPA-0305 ENVS	Water Resources Grant Match	250,000	(158,275)	(91,725)	\$135k to be spent in 2024
ARPA-0307 ENVS	Lower St. Croix Watershed Planning	121,200	(21,716)	(99,484)	Agreements signed by 12/31/2024
2023 ADD	Planning Code Review	14,000	(10,718)	(3,282)	for remainder
2023 ADD	HHW Cold Storage	281,000	-	(281,000)	2024/2025 (with signed agreement)
		\$ 877,771	\$ (397,710)	\$ (480,061)	Invoice Pending
					2024/2025 (with signed contract)
LID					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Channel and Weir Project	\$ 175,000	\$ (57,098)	\$ (117,902)	Under Contract
MAINTENANCE					
Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Hwy & CCSO Building Study	\$ 30,000	\$ (28,714)	\$ (1,286)	Invoice Pending/Under Contract
COMPLETED PROJECTS					
Project #	Description	Budget	Actual	Remaining to be Spent	
	TOTALS	\$ 10,989,807	\$ (10,127,679)	\$ (862,128)	

Public Safety Aid As of February 28, 2025					
Date Allocated	Description	Budget	Actual	Alocated	Amount Remaining
	Public Safety Aid - Unallocated	\$ 928,805	\$ -	\$ -	\$ 928,805
10/31/2023	CCSO Recruiting & Retenion Program	145,000	\$ (24,500)	\$ (120,500)	\$ -
12/20/2023	Lakes Center for Youth and Families	10,000	(10,000)	-	-
04/17/2024	SIGMA Tactical Wellness	54,436	(54,436)	-	-
		<u>\$ 209,436</u>	<u>\$ (88,936)</u>	<u>\$ (120,500)</u>	<u>\$ -</u>
	TOTALS	<u><u>\$ 1,138,241</u></u>	<u><u>\$ (88,936)</u></u>	<u><u>\$ (120,500)</u></u>	<u><u>\$ 928,805</u></u>

Public Safety Aid
As of February 28, 2025

County Admin Fee Allocation			
ADMIN FEE PAID BY ARPA	\$49,948		
Courts - DOJ Grant Match	(9,661)	8/21/2024	
Employee Recognition	(10,000)	2/5/2025	
Facilities & Maintenance Uniforms	(6,165)	2/19/2025	
CivicPlus Agenda and Meeting Management	(11,400)	2/19/2025	
Total Admin Fee Remaining	\$12,722		

TAB II

Title	Notes:
Financial Worker – Part Time	Replacement – long-term ON HOLD
Case Aide/Front Desk HHS	Replacement – long-term ON HOLD
MCH Nurse 0.8 Public Health	Replacement – ON HOLD
MCH Nurse 1.0 Public Health	Replacement – ON HOLD
Community Health Services Lead (contract)	Replacement – ON HOLD
Community Health Worker (contract)	NEW under COVID-19 Vaccine Grant – ON HOLD – (No. 3 of 3)
MCH Nurse 1.0 – Public Health	Replacement – ON HOLD
CSO	1 Vacancy – post in 2025
Victim Witness Secretary – County Attorney’s Office	1 vacancy – pending
Probation Officer	1 vacancy – filled March 2025
Engineering Tech Senior	Retirement – posting for spring 2025
Corrections Officer	3 vacancies – 1 termination and 2 replacement for internal promotions
Cannabis Substance Use Prevention Coordinator	Contracted/grant funded – filled March 2025
Telecommunicator/911 Emergency Dispatcher	1 termination 1 retirement – 1 filled March 2025; 1 vacancy left
Facilities Engineer	1 retirement – filled March 2025

The ON HOLD vacancies are undergoing assessment and revisions will be made to duties/job descriptions that better suit the department, etc.

III.

Public Safety Expenditures

March 12th, 2025

Chisago County Sheriff Brandon Thyen would like to discuss the following possible expenditures of Public Safety Funds with the Chisago County Budget and Finance Committee;

- a. Flock Cameras (MN Stat. 138.24, Subd. 5(b))
- b. Radar Trailers
- c. Drone Program Expenditures
- d. Command Vehicle
- e. Sigma Tactical Wellness

In 2023, the Minnesota Legislature enacted a one-time Public Safety Aid for aids payable in 2023. The one-time appropriation of \$300 million is allocated among all counties, cities, townships of a population of 10,000 or more, and Minnesota's 11 federally recognized tribal governments.

Recipients must use the aid to provide public safety.

Chisago County \$1,138,241

Center City	\$27,963
Chisago City	\$246,458
Harris	\$48,968
Lindstrom	\$215,301
North Branch	\$486,396
Rush City	\$138,283
Shafer	\$51,156
Stacy	\$74,743
Taylors Falls	\$46,692
Wyoming	\$353,146

TOTAL: \$2,827,347

Public Safety Aid As of February 28, 2025					
Date Allocated	Description	Budget	Actual	Allocated	Amount Remaining
	Public Safety Aid - Unallocated	\$ 928,805	\$ -	\$ -	\$ 928,805
10/31/2023	CCSO Recruiting & Retention Program	145,000	\$ (24,500)	\$ (120,500)	\$ -
12/20/2023	Lakes Center for Youth and Families	10,000	(10,000)	-	-
04/17/2024	SIGMA Tactical Wellness	54,436	(54,436)	-	-
		<u>\$ 209,436</u>	<u>\$ (88,936)</u>	<u>\$ (120,500)</u>	<u>\$ -</u>
	TOTALS	<u>\$ 1,138,241</u>	<u>\$ (88,936)</u>	<u>\$ (120,500)</u>	<u>\$ 928,805</u>

As of February 28th, 2025, Chisago County has **\$928,805 remaining**.

A county, tribal government, city, or town with a population over 10,000 must use the aid to provide public safety.

Eligible uses include:

- Community violence prevention and intervention programs
- Community engagement
- Mental health crisis responses
- Victim services
- Training programs
- First responder wellness
- Equipment related to fire, rescue, and emergency services
- To pay other personnel or equipment costs

An aid recipient may **NOT** use the aid toward:

- Its employer contribution to the public employees police and fire fund if the county, tribal government, or local unit received Police State Aid under Minnesota Statutes, chapter 477C, in calendar year 2022
- Any costs associated with alleged wrongdoing or misconduct
- The purchase of an armored or tactical vehicle or substantially similar vehicle
- The purchase of tear gas, chemical munitions, or substantially similar items
- The costs of construction, reconstruction, remodeling, expansion, or improvement of a police station, including related facilities.
 - "Related facilities" includes access roads, lighting, sidewalks, and utility components on or adjacent to the property on which the

police station is located that are necessary for safe access to and use of the building

Attachment(s):

- Flock Safety + MN – Chisago County SO – Order Form
- All Traffic Solutions Quote
- Vertex Unmanned Solutions Quote
- Chisago County Sheriff's Office – Multi Purpose Command Post – Presentation

**Flock Safety + MN - Chisago County
SO**

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Bo Manor
bo.manor@flocksafety.com
+17154569138



EXHIBIT A
ORDER FORM

Customer: MN - Chisago County SO
Legal Entity Name: MN - Chisago County SO
Accounts Payable Email:
Address: 15230 Per Rd Center City, Minnesota 55012

Initial Term: 24 Months
Renewal Term: 24 Months
Payment Terms: Net 30
Billing Frequency: Annual Plan - First Year Invoiced at Signing.
Retention Period: 30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$24,000.00
Flock Safety Flock OS			
FlockOS™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	8	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	\$625.00	8	\$5,000.00

Subtotal Year 1: \$29,000.00
Annual Recurring Subtotal: \$24,000.00
Discounts: \$5,000.00
Estimated Tax: \$0.00
Contract Total: \$53,000.00

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "**Renewal Term**") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$29,000.00
Annual Recurring after Year 1	\$24,000.00
Contract Total	\$53,000.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$5,000.00

Product and Services Description

Flock Safety Platform Items	Product Description
FlockOS TM - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint TM technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint TM technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: MN - Chisago County SO

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

PO Number: _____



**Mail Purchase
Orders to:**

3100 Research Dr.
State College, PA
16801

All Traffic Solutions Inc.
PO Box 221410
Chantilly, VA 20153
Phone: 814-237-9005
Fax: 814-237-9006
DUNS #: 001225114
Tax ID: 25-1887906
CAGE Code: 34FQ5

Contract:
Sourcewell 090122-ATS
Sourcewell Account #:
1991

QUOTE Q-84232

DATE: 03/03/2025

**PAGE
NO:** 1

**Questions contact:
MANUFACTURER:
All Traffic Solutions**

Owen Lauerman
(571) 549-3766
x
olauerman@alltrafficsolutions.co
m

Independent Sales Rep:

BILL TO:

Chisago County Sheriff Department
15230 Per Road
Center City, MN 55012

Billing Contact:

SHIP TO:

Chisago County Sheriff Department
15230 Per Road
Center City, MN 55012
Attn: Kyle Puelston

PAYMENT

TERMS:

Net 30

CUSTOMER: Chisago
County Sheriff Department

CONTACT:(651) 213-6317

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000566	Shield 15 Speed Display; base unit w/ mounting bracket	1	\$3,417.00	\$3,417.00
4001299	3 Year Warranty	1	\$0.00	\$0.00
4001626	VZW communications prep	1	\$0.00	\$0.00
4000520	Violator Alert; flashing strobe helps draw attention to the driver's speed (default white unless otherwise specified)	1	\$368.22	\$368.22
4001823	ATS-3 trailer for SH15 includes 28Ah integrated solar and 90W panel	1	\$5,133.66	\$5,133.66
4000740	Trailer Certificate of Origin	1	\$0.00	\$0.00
4001889	Shipping and Handling	1	\$1,688.00	\$1,688.00
4000754	USB cable, 16ft, extra long for trailer or pole	1	\$37.74	\$37.74
4001864	Trailer Speed Limit Sign Kit for SA18/ SH15, ATS-5, 18" x 24" MUTCD sign, digits, hardware	1	\$345.78	\$345.78
4001787	LFP Battery Charger, 12.8V LFP with Adapter for Integrated Solar	1	\$131.58	\$131.58
4001190	Discount - New Purchase	1	(\$1,167.80)	(\$1,167.80)

Special Notes:

**SALES
AMOUNT:**

\$9,954.18

**TOTAL
USD:**

\$9,954.18

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: sales@alltrafficsolutions.com or Physical Address: Listed at top of quote.

Signature: _____ Date: _____

Print Name: _____ Title: _____





Quote #D6502
Mar 4, 2025

SHIPPING ADDRESS

Kyle Puelston
Chisago County Sheriff's Office
15230 Per Rd
Center City MN 55012
United States
Tel. +16513256021

CUSTOMER

Kyle Puelston
Chisago County Sheriff's Office
15230 Per Rd
Center City MN 55012
United States

ITEMS		PRICE	TAX	QTY	ITEM TOTAL
	DJI AL1 Spotlight - Matrice 4	\$369.00	\$0.00	1	\$369.00
	DJI AS1 Speaker for Matrice 4 Series	\$235.00	\$0.00	1	\$235.00
	DJI Matrice 4 Series Flight Battery	\$195.00	\$0.00	3	\$585.00
	DJI Matrice 4 Series Propellers	\$21.00	\$0.00	1	\$21.00
	DJI Matrice 4T Worry-Free Plus Combo	\$8,598.00	\$0.00	1	\$8,598.00
	Firehouse Technologies Tactical Command Case - None / 24" Standard / 24" Standard	\$1,599.00	\$0.00	1	\$1,599.00

Subtotal	\$11,407.00
Shipping	\$0.00
MN STATE TAX 0.0%	\$0.00
MN SPECIAL TAX 0.0%	\$0.00
TOTAL (USD)	\$11,407.00

*This quote is confidential and is not to be shared or discussed with outside parties.

Vertex Unmanned Solutions, LLC
14212 23rd Ave N, Plymouth, MN, 55447, United States
sales@vertexunmanned.com
store.vertexunmanned.com



Multi Purpose Mobile Command Post

Chicago County Sheriff's Office

The intention of a new Command Post Vehicle

To meet the needs of Sheriff's Office for the next 20-30 years for:

- Emergency Response Unit - SWAT, CNT, Drone
- Emergency Management
- Mobile command for large scale Incidents
- Investigations
- Events
- Mobile Dispatch Center

The Need for A New Command Post Vehicle

Our Current Command Post:

- 2000 Ford 32' F550 with 7,674 miles
- HVAC system is unable to keep up with high heat and cold temperatures
- Steps leading into the Command Post are failing
- Size and layout of workspace do not meet the needs of the multiple units that utilize the Command Post
- Flooring all needs to be redone
- No usable work stations (Computers, printers, Internet)

Continued

-
- Stabilizing jacks occasionally do not extend or retreat
 - Condensation in the headlight
 - On-board generator overheating issue
 - Mice infestation inside of the vehicle
 - Does not fit inside of any of the Sheriff's Office indoor storage locations

Command Post Usage for Emergency Response Unit

-
- CNT Callouts:
 - 2015 – 5 Activations
 - 2016 – 8 Activations
 - 2017 – 2 Activations
 - 2018 – 3 Activations
 - 2019 – 5 Activations
 - 2020 – 6 Activations
 - 2021 – 8 Activations
 - 2022 – 4 Activations
 - 2023 – 8 Activations
 - 2024 – 6 Activations
 - CNT Trainings:
 - CNT uses the Command Post on average 6 times per year for training purposes

Continued

Community Events:

- Threshing Show (3 day event)
- Haydays (3 day event)
- Chisago County Fair (4 day event)

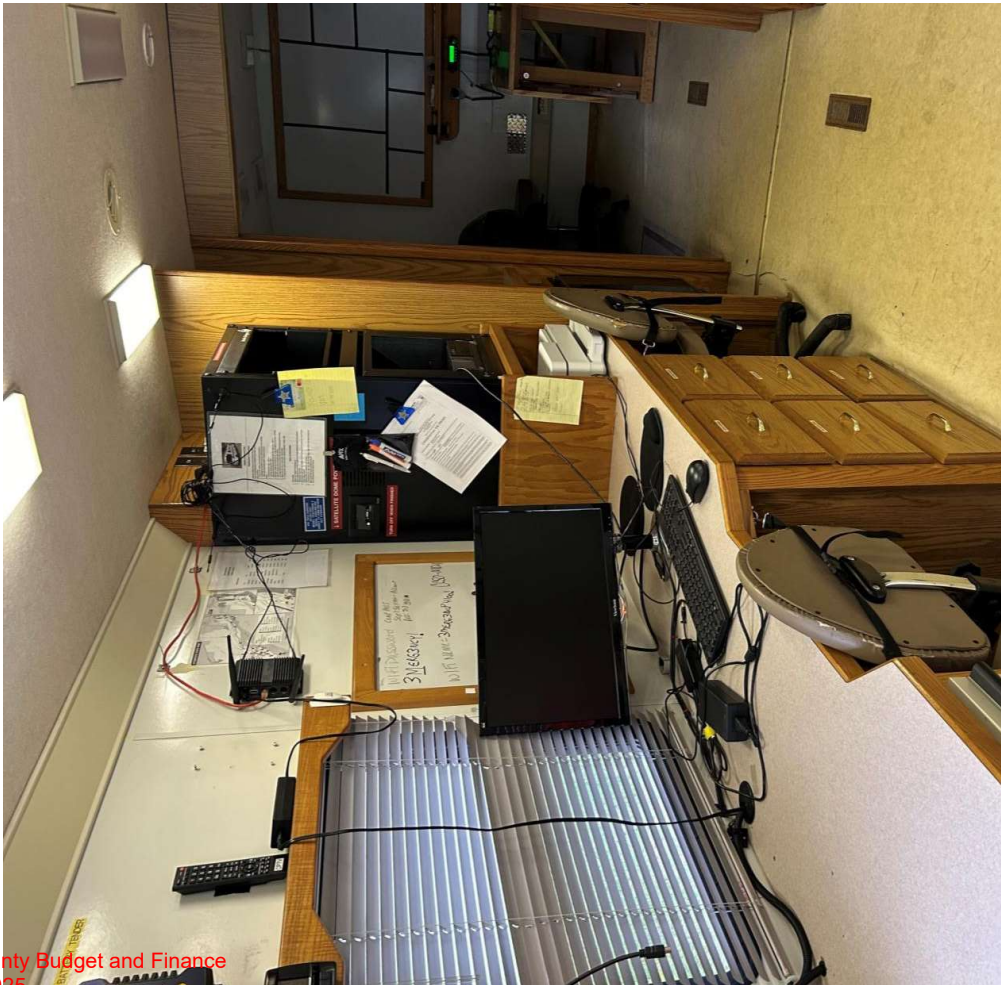
Large scale incidents:

- River drownings
- Search and Rescue
- Homicide investigations













IV.

Jail Boarding with Hennepin County

March 12th, 2025

Chisago County Sheriff Brandon Thyen would like to discuss with the Chisago County Budget and Finance Committee that Chisago County is currently Boarding Hennepin County inmates.

Chisago County began consistently boarding Hennepin County inmates in October 2024. It is anticipated that Chisago County will continue boarding inmates until at least May 2025.

Currently, all monies being paid to Chisago County are being kept in a new Jail Revenue line, separate from the other Chisago County Jail costs. All costs associated with Hennepin County inmates (healthcare, food, supplies, etc.) are being taken from this line item.

There is currently NO plan to use the additional revenue from boarding the Hennepin County inmates.

2026 Budget Process

March 12th, 2025

The budget is one of the most important documents the County prepares because it identifies the services to be provided and how they are to be financed. Budgets are the County's tool for linking near-term goals with the resources available to achieve them, while keeping in mind long-term goals and resources and how the agency's annual budget fits into its long term plan or direction.

The operating budget addresses the operational and spending plans for each county department and partner programs. The operating budget is an aggregation of the individual budgets of each department and agency.

The last 3-years the County has used a '**Line-Item Budget**.' Every line from each department is analyzed and discussion is held regarding the proposed expenditures.

Line-item Budget: Focus is on financial accountability. Control oriented.

- Departmental outlays are grouped according to the items that will be purchased, with one item or group of items on each line (e.g. salaries and wages, contract services, supplies and equipment).
- Predominant form of budgeting because it is easiest to prepare and implement. Performance Budget: Focus is on improving service delivery.

Below was the *2025 Budget Process Schedule*:

FY 2025 Budget Process Schedule (*as of April 10, 2024*)

April 10 th	Budget Schedule Presented	Budget & Finance Committee
Late April – Early May	Management Team Meeting to review Budget preparation and Instructions to Department Heads (OpenGov Refresher) - Staffing Review/Preview	Administration/Management Team
May – July	Meetings with Department Directors/Staff to review Draft Department Budgets	Admin & Auditor-Treasurer - Departments

Late July – Early August	Management Team Meeting to review FY 2025 Budget	Administration/MAT
August 9 th	Budget & Finance Committee Meeting to continue Draft FY 2025 Budget Review - Brief Department Presentations to Board, <i>if desired</i>	Budget & Finance Committee - Admin & Departments
August 21 st	County Administrator presents Draft FY 2025 Budget to County Board - Brief Department Presentations to Board, <i>if desired</i>	County Board, Administration & Departments
September 6 th	County Board considers Preliminary Levy, <i>if desired</i> Must be adopted by end of September (MN Stat. 275.065)	County Board
September 11 th	Budget & Finance Committee Meeting to continue Draft FY 2025 Budget Review, <i>if needed</i>	County Board
September 18 th	County Board ADOPTS Preliminary Levy, <i>if needed</i> - Must be adopted by end of September (MN Stat. 275.065)	County Board
December 4 th	Budget Information Meeting held (TNT) and adoption of final FY 2025 Budget (operating and capital) and Levy, <i>if desired</i> - Must be adopted by December 25 th , 2024 (MN Stat. 275.07)	County Board
December 20 th	Final FY 2025 Budget (operating and capital) and Levy adopted, <i>if needed</i> - Must be adopted by December 25 th , 2024 (MN Stat. 275.07)	County Board

In 2024, the County began the ‘budgeting process’ in early April and completed the process the first Wednesday of December. The 2025 ‘Capital Improvement Plan’ was finalized in February 2025.

Other Types of Budget Processes:

Performance Budget: Focus is on improving service delivery. Output oriented.

- Budget becomes a work contract between departments and commission based on desired service levels.
- Workload measures help justify the budget; cost and output measures help evaluate whether service delivery is efficient and economical; and outcome measures reveal to what extent programs are achieving their goals.

Program Budget: Focus is on goal attainment or effectiveness. Outcome oriented.

- Organizes budgetary information into a set of organized activities directed to particular goals. Funds are allocated along program rather than departmental lines.
- In pure form, depends heavily on analytical techniques (e.g. cost- benefit analysis) to determine best allocation of resources.

Zero Base Budget: Focus is on cost efficiency of services. Priority ranking oriented.

- Departments divide their activities into discrete services called decision units.
- Decision units are considered at various funding levels called decision packages (elimination, minimum, current and enhancements) and rank ordered.
- Departmental rankings are merged across the whole governmental unit to form a single, ranked list and final resource allocations are assigned.

Target Base Budget: Focus is on limiting expenditures. Justification oriented.

- Revenue projections are done and a proportion is set aside for discretionary budget decisions. The remainder of the budget is allocated to departments based on historical share.
- Departments submit budgets showing spending plans for target base budget. Departments also submit requests that justify the need for enhancement packages, which are funded out of the discretionary set aside.
- Typically used in budget cutting situations.

SUGGESTED:

For greater transparency and efficiency, Administration/A-T/ Finance staff is recommending creating a Budget and Finance subcommittee with 2 County Commissioners, the County Administrator, the County Auditor-Treasurer, and the Finance Director, to discuss in detail individual 2026 department operating budgets and capital investments for 2026 and then present individual department budgets to the entire Budget and Finance Committee.

VI.

Mini Trucks Ordinance Discussion

March 12th, 2025

“Low-power and unconventional vehicle” covers a variety of nontraditional types of vehicles, including autocycles, all-terrain vehicles, electric-assisted bicycles, golf carts, mini-trucks, motor scooters, motorized foot scooters, motorized bicycles (or mopeds), and neighborhood electric vehicles.

Although all of the vehicles are motorized, they vary greatly in form, size, features, and intended use. In most cases the vehicles are smaller and less powerful than a typical car, truck, or SUV. Some are devices marketed mainly to children, whereas others present an alternative to a passenger automobile.

Minnesota law regulates vehicle operation on public streets and highways and establishes licensing, insurance, and equipment requirements.

Legislation in recent years has established new classifications of vehicles and devices and, in many cases, specific regulations for each type of vehicle. The expansion of vehicle categories in law reflects a rise in the variety of vehicles and devices available to consumers.

Mini Trucks

Mini-trucks often resemble pickup trucks or straight trucks, but are distinctly smaller in size and weight. They are defined in law as a motor vehicle that:

- has four wheels;
- uses an electric motor rated at 7,500 watts or less, or uses an engine with a maximum displacement of 660 cc;
- weighs between 900 and 2,200 pounds;
- resembles a pickup truck or van and has a cargo area;
- has an enclosed cabin; and

- was **not** originally manufactured to meet federal motor vehicle safety standards for passenger automobiles or “low-speed vehicles.” Minn. Stat. § 169.011, subd. 40a.

Although they come in different forms, the typical mini-truck design is an open bed located behind a small enclosed cab for the driver and one passenger. Features can include air conditioning and all-wheel drive. They have traditionally been imported for off-road uses like recreational off-road activity, agricultural work on farms and ranches, at construction sites, in industrial parks, and in grounds maintenance.

The vehicles do not typically meet most federally mandated equipment standards for motor vehicles (such as for vehicle lighting and occupant safety). Also, they might not meet some emissions requirements for on-road vehicles.

Mini-trucks cannot be registered with the Department of Public Safety to be driven on public roads in Minnesota. **The vehicles can be operated on authorized streets and highways via a special permit issued by counties, cities, or towns. The permit and regulations are mostly the same as authorized for ATVs, UTVs, and golf carts. Minn. Stat. § 169.045.**

Attachment(s):

- Pine County Ordinance – Management of Mini Trucks on Designated Roadways within County’s Jurisdiction
- MN House Research – Low-Power and Unconventional Vehicles (August 2022)

PINE COUNTY ORDINANCE #2017-04

**PINE COUNTY ORDINANCE
FOR THE MANAGEMENT OF MINI TRUCKS
ON DESIGNATED ROADWAYS
WITHIN THE COUNTY'S JURISDICTION**

ARTICLE 1. PURPOSE

The purpose of this Ordinance is to establish standards for the use of mini trucks within Pine County.

ARTICLE 2. SCOPE

This Ordinance shall provide for the authorization of the operation of mini trucks on designated roadways within Pine County.

ARTICLE 3. AUTHORITY

This Ordinance is enacted pursuant to Minnesota Statutes section 169.045 which establishes the authority for Pine County to authorize by ordinance the operation of mini trucks on designated roadways within the county.

ARTICLE 4. DEFINITIONS

For the purposes of this Ordinance, the following definitions apply:

- A. **Mini truck:** A motor vehicle that has four wheels, is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements. A mini truck does not include:
 - a. A neighborhood electric vehicle or a medium-speed electric vehicle; or
 - b. A motor vehicle that meets or exceeds the regulations in the Code of Federal Regulations, title 49, section 571.500, and successor requirements.
- B. **Designated Roadway:** All county roads and county state-aid highways within Pine County.

ARTICLE 5. PERMIT NEEDED

It shall be unlawful for any person to operate a mini truck on roadways within Pine County, except on designated roadways and in compliance with the permit requirements of this Ordinance.

ARTICLE 6. APPLICATION FOR A PERMIT

- A. Any person desiring to operate a mini truck on designated roadways within Pine County shall make written application for a permit on forms supplied by the Pine County Sheriff's Office. Such application shall include the full name and address of the applicant; date of application; proof of insurance in compliance with Minnesota Statutes section 65B.48; evidence of a valid driver's license; make, model and serial number of the vehicle; and such other conditions as deemed appropriate by the Pine County Sheriff's Office.
- B. An applicant shall submit a permit fee with the application to the Pine County Sheriff's Office. The initial permit fee shall be \$50.00. The Pine County Board of Commissioners may change the fee amount via resolution.
- C. Permits may be granted for a duration of three years and may be renewed every three years. Vehicle owners are responsible for obtaining renewal of the permits.
- D. An applicant may be required to submit a certificate signed by a physician that the applicant can safely operate a mini truck on designated roadways.
- E. If persons operating a mini truck cannot obtain liability insurance in the private market, that person may purchase automobile insurance including no-fault coverage, from the Minnesota Automobile Insurance Plan under Minnesota Statutes section 65B.01 to 65.12 at a rate to be determined by the commissioner of commerce.
- F. Upon approval of an application based upon the requirements of this Ordinance, the Pine County Sheriff's Office shall issue a written permit and permit number. The applicant is responsible for obtaining self-adhesive numbers at least three inches tall and applying them to both the front and rear of the permitted mini truck. The numbers must be easily readable, visible and unobstructed. The applicant shall also keep a copy of the written permit in the mini truck during operation.

ARTICLE 7. PERMIT CONDITIONS

- A. The operator, under a permit, of a mini truck may cross any street or highway intersecting a designated roadway.
- B. Every person operating a mini truck under permit on designated roadways has all the rights and duties applicable to the driver of any other motor vehicle under the provisions of Minnesota Statutes Chapter 169, except when those provisions cannot be reasonably applied to mini trucks and except otherwise provided within Article 7.C. below.
- C. The provisions of Minnesota Statutes Chapter 171 are applicable to persons operating mini trucks under permit on designated roadways.
- D. Notwithstanding any other law, a mini truck may be operated on designated roadways under permit only if it is equipped with:
 - a. At least two headlamps;

- b. At least two taillamps;
- c. Front and rear turn-signal lamps;
- d. An exterior mirror mounted on the driver's side of the vehicle and either:
 - i. An exterior mirror mounted on the passenger's side of the vehicle or
 - ii. An interior mirror;
- e. A windshield;
- f. A seat belt for the driver and front passenger; and
- g. A parking brake.

ARTICLE 8. REVOCATION

- A. The Pine County Sheriff's Office may revoke a permit at any time if there is evidence that the permittee cannot safely operate the mini truck on designated roadways or the permittee is convicted of violating a provision of this Ordinance.
- B. A revocation shall be effective three days after the date of mailing, via certified mail, the Notice of Revocation of the permit to the permittee at the address listed on the permittee's application.
- C. Permittee may challenge the revocation of the permit by submitting a Notice of Appeal in writing to the Pine County Administrator at Pine County Courthouse, 635 Northridge Dr. NW, Pine City, MN 55063, within 14 days of the date of the Notice of Revocation. The Notice of Appeal shall specify the basis of the appeal.
- D. Upon receipt of a Notice of Appeal of a permit revocation, the Pine County Administrator shall set the appeal on for a hearing before the Pine County Board of Commissioners within 30 days.
- E. At the hearing before the Pine County Board of Commissioners, the permittee shall be given an opportunity to be heard and to show cause why the Notice of Revocation should be modified, withdrawn, or rescinded.
- F. The Pine County Board of Commissioners shall issue detailed, written findings following the hearing of the appeal.
- G. Any Notice of Revocation served pursuant to the provisions of this Ordinance shall automatically become final if written Notice of Appeal is not filed with the Pine County Administrator within 14 days after the Notice of Revocation is served.

ARTICLE 9. SEVERABILITY

The provisions of this Ordinance shall be severable. Should any section, paragraph, sentence, clause, phrase or portion of this Ordinance be declared invalid for any reason, the remainder of this Ordinance shall not be affected and the remainder of the provisions shall remain in full force and effect.

ARTICLE 10. EXEMPTIONS

The provisions of this Ordinance shall not apply to the use of mini trucks used by governmental agencies in the pursuit of their duties.

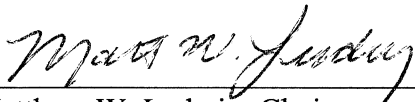
ARTICLE 11. PENALTIES

- A. Any person, firm or corporation who violates any of the provisions of this Ordinance, fails to comply with any of the provisions of this Ordinance, or makes any false statement in any document required to be submitted under this Ordinance, shall be guilty of a misdemeanor and, upon conviction, shall be punished by a fine not to exceed \$1,000 and/or imprisonment not to exceed 90 days. Each day that a violation continues shall constitute a separate offense. Such persons may be enjoined from continuing such violations.
- B. In the event of a violation, or a threat of a violation, of this Ordinance, the Pine County Attorney may take appropriate action to enforce this Ordinance, including application for injunctive relief, action to compel performance, or other appropriate action in Court, if necessary, to prevent, restrain, correct or abate such violations or threatened violations.

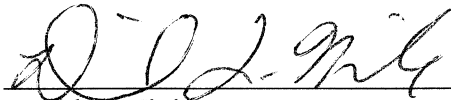
ARTICLE 12. EFFECTIVE DATE

This Ordinance shall be and is hereby declared to be in full force upon passage, and to be published according to law.

Passed by the Board of Commissioners of Pine County, Minnesota, this 19th day of December, 2017.



Matthew W. Ludwig, Chair
Pine County Board of Commissioners



David J. Minke
Pine County Administrator

Approved as to form and execution:



Reese Frederickson
Pine County Attorney

Overview

This brief summarizes lower-power vehicle laws in Minnesota. As used here, the term “low-power and unconventional vehicle” covers a variety of nontraditional types of vehicles, including autocycles, all-terrain vehicles, electric-assisted bicycles, golf carts, mini-trucks, motor scooters, motorized foot scooters, motorized bicycles (or mopeds), and neighborhood electric vehicles.

Although all of the vehicles are motorized they vary greatly in form, size, features, and intended use. In most cases the vehicles are smaller and less powerful than a typical car, truck, or SUV. Some are devices marketed mainly to children, whereas others present an alternative to a passenger automobile.

Minnesota law regulates vehicle operation on public streets and highways and establishes licensing, insurance, and equipment requirements. Legislation in recent years has established new classifications of vehicles and devices and, in many cases, specific regulations for each type of vehicle. The expansion of vehicle categories in law reflects a rise in the variety of vehicles and devices available to consumers.

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Summary of Regulations

The tables below outline basic requirements for each type of vehicle. Subsequent sections provide detail on the regulations.

	All-Terrain Vehicle and Utility Task Vehicle	Autocycle	Electric-Assisted Bicycle
Example			
Legal attributes	ATV: up to 960 cc engine, three to six flotation tires, max. 1,800 lbs. dry weight UTV: four wheels, up to 1,200 cc engine, 1,800 to 2,600 lbs. dry weight	Three wheels, nonstraddled seats, steering wheel, anti-lock brakes, meets federal safety standards for motorcycle	Bicycle with saddle, pedals for human propulsion, two to three wheels, max. 750-watt electric motor, 20 or 28 m.p.h. top assisted speed (depending on class), meets federal standards
Registration	Local special permit; typically DNR registration for ATV use	Title, vehicle registration, tax, license plate	Not required
Operator licensing	Not required	Driver's license (no endorsement needed)	None required; minimum operator age is 15
Insurance	Liability coverage (same as passenger autos)	Liability coverage (same as passenger autos)	Not required
Operating rules	Generally same traffic laws as other motor vehicles; some limitations on operating at night and in low visibility	Generally same traffic laws as other motor vehicles; various limitations	Generally same traffic laws as motor vehicles; various limitations
Safety equipment	Most equipment laws do not apply; rearview mirror	Helmet if under age 18 and cabin is unenclosed; various equipment requirements; headlight on at all times	Lighting generally required for night; helmet not required
Notes "ATV" refers to an all-terrain vehicle. "UTV" refers to a utility task vehicle. "DNR" refers to the Department of Natural Resources.			

	Golf Cart	Mini-Truck	Motor Scooter
Example			
Legal attributes	Not specifically defined in law	Up to 660 cc or 7,500-watt engine, 900 to 2,200 lbs. dry weight, does not meet certain federal safety standards	Not specifically defined in law (but part of motorcycle classification, which includes: seat or saddle, up to three wheels)
Registration	Local special permit	Local special permit; possible DNR registration as ATV	Title, vehicle registration, tax, license plate
Operator licensing	Not required	Driver's license or permit	Driver's license with two-wheeled vehicle endorsement
Insurance	Liability coverage (same as passenger autos)	Liability coverage (same as passenger autos)	Liability coverage (same as passenger autos)
Operating rules	Generally same traffic laws as other motor vehicles; some limitations on operating at night and in low visibility	Generally same traffic laws as other motor vehicles	Generally same traffic laws as other motor vehicles; various limitations; no operation on sidewalks
Safety equipment	Most equipment laws do not apply; rearview mirror; slow-moving vehicle emblem	Headlights; taillights; turn signals; mirrors; windshield; seat belt; parking brake	Helmet if under age 18; various equipment requirements; eye protection for all operators; headlight on at all times
Notes "ATV" refers to an all-terrain vehicle. "DNR" refers to the Department of Natural Resources.			

	Motorized Bicycle	Motorized Foot Scooter	Electric Vehicle	Segway and Self-Balancing Scooter
Example				
Legal attributes	Up to 50 cc and 2 HP engine, 30 m.p.h. top speed	Handlebars, motor, max. 12-inch wheels, 15 m.p.h. top speed	NEV: electric motor, three to four wheels, 20 to 25 m.p.h. top speed MSEV: electric motor, misc. equipment, 35 m.p.h. top speed	Electric motor, two nontandem wheels, designed for one person, 15 m.p.h. top speed
Registration	Title, vehicle registration, tax, license plate	Not required	Title, vehicle registration, tax, license plate	Not required
Operator licensing	Driver's license or operator's permit	Not required; minimum operator age is 12	Driver's license or permit	Not required
Insurance	Liability coverage (same as passenger autos)	Not required	Liability and personal injury coverage (same as passenger autos)	Not required
Operating rules	Generally same traffic laws as motorcycles and other motor vehicles; various limitations; no operation on sidewalks	Generally same traffic laws as bicycles; no operation on sidewalks; allowed on certain bike paths and trails	Generally same traffic laws as other motor vehicles; no operation on roads with speed limit above 35	Generally same traffic laws as pedestrians; allowed on bike paths
Safety equipment	Helmet if under age 18; eye protection; certain lighting generally required for night; if so equipped, headlight on at all times	Helmet if under age 18; headlight and reflector required for night	Must meet federal equipment requirements	Reflectors required
Notes "NEV" refers to a neighborhood electric vehicle. "MSEV" refers to a medium-speed electric vehicle.				

Identifying the Vehicle Classification

Due to the wide variety of low-power and unconventional vehicles that are now on the market, it can be challenging to determine how a specific make and model in a particular year is classified under Minnesota law. In particular, autocycles, motor scooters, motorized bicycles, and motorcycles have many similarities.

Classifications. Because state regulation varies with each vehicle, a primary question is whether the vehicle in question fits one of the legal definitions established in Minnesota Statutes. See [Minn. Stat. § 169.011](#). The specific characteristics of a particular vehicle can lead to its classification. Although other features are relevant, engine size is a key factor in identifying scooters, mopeds, and motorcycles under Minnesota law. Top speed, vehicle weight, and safety equipment are also important characteristics.

A vehicle that has two or three wheels and does not clearly fit another vehicle definition is most likely classified in law as a “motorcycle” (even though it might not be considered one in the traditional sense). This is the most general class of motorized vehicle that has less than four wheels. As discussed below, requirements for a vehicle classified as a motorcycle include a title, registration, and license plates.

The broad categorization for a vehicle or device that does not conform to any specific motorized vehicle definition is likely a “motor vehicle.” As such, it would need to be registered and have license plates, the operator must have a driver’s license, it must have full insurance coverage, and the vehicle must have safety equipment that includes lights, turn signals, and brakes at both the front and rear.

Making determinations. Several governmental entities are resources for questions and could potentially become involved in making a determination about a specific vehicle. The table below provides a general summary.

Governmental Entity	Role
Deputy registrar	Offices for vehicle registration, titling, and registration tax collection
Driver and Vehicle Services (Department of Public Safety)	Vehicle registration and titling – final decisions; Registration tax administration
Law enforcement agency (e.g., municipal police department)	Enforcement of regulations; Citations
Courts	Judicial (e.g., contested citation)

Vehicle Descriptions and Key Regulations

Motorized vehicles face limited state regulation while operated on private land. Once they venture onto streets, roads, and even alleys, they are subject to a wider array of state and local regulations. In response to the introduction of new models and offerings in the marketplace, recent changes in Minnesota law have addressed many of the assorted vehicles that can be operated on public roadways.

The following sections cover each vehicle type classified under Minnesota law, outlining their legal definitions and general characteristics, highlighting some recent law changes, providing an overview of notable regulatory provisions, and noting some laws in other states.

A variety of regulations apply generally to motorized vehicles and are not specifically addressed in provisions that govern a specific low-power or unconventional vehicle. A couple of examples are below.

- **Driving rules.** Most driving regulations such as speed limits and rules of the road are applicable when operating low-power and unconventional vehicles. Some operating rules are established for specific vehicles. (Licensing, registration, operation, and equipment are discussed with each vehicle in the following sections.)
- **DWI/DUI laws.** Prohibitions on operating under the influence of alcohol and other drugs extend to a number of low-power and unconventional vehicles. However, courts have found that impaired driving restrictions do not apply to some devices that are not designed to operate on roads, such as Segways and motorized wheelchairs.¹
- **Noise limits.** Minnesota law sets noise limits for motor vehicles (separately for heavier trucks, motorcycles, and other types of vehicles). [Minn. Stat. § 169.693](#); [Minn. Rules ch. 7030](#). The limits apply based on whether the vehicle must be registered to operate on public roads, and registration is not required for some of the vehicles described in this briefing. Most motor vehicles are also required to have a muffler meeting various characteristics. [Minn. Stat. § 169.69](#).

¹ See *State v. Brown*, 801 N.W.2d 186 (Minn. App. 2011); *State v. Greenman*, 825 N.W.2d 387 (Minn. App. 2013).

All-Terrain Vehicles and Utility Task Vehicles

Classification²

All-terrain vehicles. All-terrain vehicles (ATVs) under Minnesota law are motorized vehicles having three to six tires, a dry weight of up to 2,000 pounds, and a total width of up to 65 inches. Seating is not specifically identified under the statutory definition; ATV designs include a seat or a saddle so that the operator (and any passenger) sits straddling the vehicle. ATVs are further categorized based on width into class 1 (total width of 50 inches or less) and class 2 (from over 50 to 65 inches in width). They are often used for off-road recreation on designated trails or private land. [Minn. Stat. §§ 84.92](#), subds. 8 to 10; [169.045](#), subd. 1.



Utility task vehicles. To be considered a utility task vehicle (UTV) in Minnesota law, the vehicle must have four wheels, four-wheel drive, an internal combustion engine with a displacement of no more than 1,200 cc, and a dry weight of 1,800 to 2,600 pounds. Also known as a “side-by-side” (among other terms), a UTV has side-by-side seating, in some cases carries multiple passengers in a cab-like space, and often includes an open bed located behind the driver and passengers (like a pickup truck). The vehicle is similar to an ATV in its off-road purposes although with an arguably greater capability for nonrecreational activities. [Minn. Stat. § 169.045](#), subd. 1.



Regulations

Unlike most motor vehicles that may use public roads, ATVs and UTVs are not titled or registered with the Department of Public Safety. Permissible operation on public roads is limited. ATVs and UTVs can be operated on public roads and in some public rights-of-way under two distinct sets of state statutes governing the vehicles.

- 1) Operation on local roads can be allowed by **special permit**. The permit is issued by a local unit of government (a city, county, or town) following a local ordinance that must meet requirements set in state statute, and it only authorizes driving on particular roads under the jurisdiction of the issuing authority. This is a discretionary program that each local government may choose to set up, so ATV and UTV operation is essentially prevented if a local government has not taken the steps of establishing the ordinance and issuing special permits. [Minn. Stat. § 169.045](#).

² Image sources: <https://www.yamahamotorsports.com/>; <https://www.arcticcat.com/>; <http://www.cubcadet.com> (accessed September 7, 2022).

- 2) ATVs and other types of off-road vehicles are subject to various **off-highway vehicle regulations** set in state law and primarily administered by the Department of Natural Resources. Under some circumstances they can operate on parts of public rights-of-way (that is, on the roadway itself, the road shoulder, the inside bank or slope, the ditch, and the outside bank or slope) and on bridges. Allowed operation depends on several factors: the type of road (trunk highway, county highway, town road, or city street), the type of ATV (class 1 versus class 2), and the time of year for some regions of the state. [Minn. Stat. §§ 84.92 to 84.928](#).

While ATVs are not registered for on-road use as with passenger vehicles, in many cases they must be registered with the Department of Natural Resources for use on designated trails, public lands, and other off-road locations. ATVs and riders are also subject to various regulations that include: display of registration information, where the vehicle can be ridden, operating rules, passenger restrictions, required vehicle equipment, and other limitations for youth operators. (General off-highway vehicle and ATV regulations, under [Minnesota Statutes, chapter 84](#), are not discussed further in this publication.)

Requirements Under the Special Permit

Registration. The vehicles are not registered with the Department of Public Safety in the manner of other motor vehicles and do not require titling or license plates. (In many cases, ATV or UTV registration is required under off-highway vehicle regulations.)

Operation of ATVs and UTVs can be allowed via a special permit issued to the vehicle owner by counties, cities, or towns. [Minn. Stat. § 169.045](#), subd. 1. The Minnesota Department of Transportation cannot issue the permit for use on trunk highways (including the interstate system).

A key requirement is that the governing body must establish a special permit ordinance, and the ordinance must provide for permit application and confirmation that insurance requirements are met. The ordinance can also set additional conditions and require certification by a physician of ability to safely operate the vehicle. The permit can limit use to certain roads and must be renewed at least every three years, as determined by the unit of government. It can be revoked at any time based on evidence of inability to safely operate the vehicle.

Operator licensing. By statute, a person is not required to have a driver's license or instruction permit to operate the vehicle under a special permit. [Minn. Stat. § 169.045](#), subd. 7. (However, a driver's license may be required for operating on public road rights-of-way under off-highway vehicle regulations.)

Insurance. Insurance requirements must be established as part of the local ordinance and must match that of motorcycles. Thus liability insurance (which covers certain

claims from another driver) is required and is the same as for passenger automobiles.³ However, the vehicles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses). [Minn. Stat. §§ 65B.48](#), subd. 5; [169.045](#), subd. 2.

If insurance cannot be obtained on the private market, it can be purchased from the Minnesota Automobile Insurance Plan with a rate determined by the Department of Commerce. [Minn. Stat. § 169.045](#), subd. 8.

Use. Vehicle operation under a special permit is only allowed on roadways under the jurisdiction of the issuing unit of government. A city-issued permit, for instance, does not authorize driving on county roads; a separate permit would be required. (The law is silent on coordination between local units of government for permit issuance and applicability.)

Drivers of ATVs and UTVs are subject to the same traffic laws and duties as operators of other motor vehicles, although additional limitations apply. The vehicles can only be operated on designated roadways, but they may cross other roads and highways. The vehicles can only be operated between sunrise and sunset unless original equipment includes headlights, taillights, and brake lights. They cannot be used (1) in bad weather unless the authorizing ordinance provides an exception for emergencies, or (2) if there is not enough visibility to see people and other vehicles from 500 feet away. [Minn. Stat. § 169.045](#), subds. 3, 5, 6.

Safety equipment. Standard equipment requirements for motor vehicles do not apply to vehicles operating under the special permit, except that a rearview mirror is necessary. The mirror must provide a view to the rear for at least 200 feet. [Minn. Stat. § 169.045](#), subd. 7.

³ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage.

Autocycles

Classification⁴

Autocycles represent a specialized type of motorcycle that, generally speaking, resemble a car. To meet the classification, the vehicle must have three wheels, driver and passenger seating (as opposed to a saddle that is straddled), a steering wheel, and antilock brakes. It must also meet federal safety standards established for motorcycles (there is not a separate federal autocycle classification for vehicle manufacturers).

[Minn. Stat. § 169.011](#), subd. 3a.



The statutory definition does not specify a configuration for the three wheels, so two wheels could be located in either the front or the back. Similarly there are no restrictions regarding the number of passengers, seating positions, cabin enclosure (versus an open air cockpit), hinged doors, and availability of seatbelts.

The autocycle category reflects some of the offerings to most recently enter the automotive market. Some new models increasingly blur the traditional distinctions between a motorcycle and a passenger vehicle, such as by providing car-like driving dynamics without the same crash protections available in passenger autos (which must meet various federal safety standards that are more extensive compared to ones for motorcycles).

Regulations

Registration. Like other motorcycles, the owner of an autocycle must register it, and the vehicle is subject to a registration tax of \$10. [Minn. Stat. § 168.013](#), subd. 1b. The license plate must be displayed on the rear of the vehicle. [Minn. Stat. § 169.79](#), subd. 3. A certificate of title also must be obtained. The vehicle is subject to the motor vehicle sales tax. [Minn. Stat. §§ 297B.01](#), subd. 11; [297B.02](#).

Operator licensing. Required licensing differs from a standard motorcycle in that a two-wheeled vehicle endorsement is not necessary. Instead an autocycle can be operated with a standard driver's license.

Insurance. Liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.⁵ Like motorcycles generally, autocycles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required

⁴ Image source: Polaris, <http://www.polaris.com>.

⁵ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage. Note that the insurance requirements do not appear to apply to all motorcycles and motor scooters: under the definition of "motorcycle" in the chapter on automobile insurance, the vehicle's engine must be "rated at greater than five horsepower." [Minn. Stat. § 65B.43](#), subd. 13.

coverage levels for medical, lost wages, and related expenses). [Minn. Stat. §§ 65B.43](#), subds. 2, 13; [65B.48](#), subd. 5.

Use. Autocycle operators are subject to the same traffic laws as operators of other motor vehicles (except those that by their nature would not be relevant). The vehicles can potentially be operated two abreast, although they must be narrow enough to fit within a single traffic lane. Passengers are allowed based on the vehicle's seating capacity.

Some prohibitions also apply, such as on carrying cargo that prevents operation with both hands, passing other vehicles by going between traffic lanes, and passing vehicles that occupy the same lane as the autocycle. [Minn. Stat. § 169.974](#), subd. 5.

Safety equipment. The vehicle must be equipped with various safety features, including at least one rearview mirror, a horn, a hand or foot brake, at least one headlight that has both low and high beams and is lighted at all times, a taillight, a brake light, rear license plate illumination, and floorboards (or footrests) for any passenger seating. [Minn. Stat. §§ 169.49; 169.50; 169.57](#), subd. 1; [169.60; 169.67](#), subd. 2; [169.974](#), subd. 3 and subd. 5(i).

A seatbelt must be worn if the autocycle is equipped with it. [Minn. Stat. § 169.686](#), subd. 1.

Unless the autocycle has an enclosed cab, a helmet is required for operators and passengers under the age of 18 and eye protection is required for all operators. [Minn. Stat. § 169.974](#), subd. 4.

Other States

The introduction of autocycles into the marketplace has prompted state legislative responses in recent years. One federal report identifies 38 states that have established an autocycle classification.⁶ States define autocycles in a wide variety of ways, which is perhaps due to the lack of a corresponding federal classification. According to a 2017 study by the National Conference of State Legislatures (NCSL), three wheels and a steering wheel are standard features nationwide but there are state-by-state differences in requirements on:

- having seatbelts (required in nearly two-thirds of the state classifications);
- being fully enclosed (required in about half the states);
- containing a passenger vehicle-type seat instead of a saddle (required in roughly half of the states);
- having pedals (again a requirement in roughly half of the states); and

⁶ National Highway Safety Administration, "A Report to Congress on the Federal and State Regulatory Status of Autocycles," January 2020, <http://motorcycleridersfoundation.wildapricot.org/resources/Documents/Autocycles%20Report%20to%20Congress%20-%20FINAL.PDF> (accessed August 3, 2022), p. 14.

- meeting federal safety standards for motorcycles (necessary in about one-third of the states).⁷

One of the key questions in autocycle regulations regards licensing and registration. Across the states, an autocycle is most commonly registered similar to a motorcycle but carries the same licensing requirements as a passenger vehicle, so that a motorcycle endorsement is not required. In addition, at least 11 states do not explicitly define or classify an autocycle, but permit three-wheeled vehicle operation with just a driver's license in some circumstances (such as through a different vehicle classification, or—in some cases—if the vehicle has an enclosed cabin).

⁷ National Conference of State Legislatures, "Autocycles," April 17, 2017, <http://www.ncsl.org/research/transportation/transportation-review-autocycles.aspx> (accessed November 7, 2017).

Electric-Assisted Bicycles

Classification⁸

Electric-assisted bicycles, or “e-bikes,” are bicycles equipped with a small electric motor. To be classified as an “electric-assisted bicycle” in Minnesota, the bicycle must have two or three wheels, operable pedals, a saddle, and an electric motor of up to 750 watts, and it must also meet federal consumer product safety standards. Following legislative changes made in 2021, the bike also must fit into one of three classes that are based on the capability of the motor (regarding top assisted speed and ability to provide propulsion with or without the rider pedaling).⁹ [Minn. Stat. § 169.011](#), subds. 15a, 15b, 15c, & 27.



Regulations

E-bikes are primarily regulated in the same manner as bicycles and nearly all bicycle laws apply. [Minn. Stat. §§ 169.011](#), subd. 27; [169.222](#).

Registration. The owner of an electric-assisted bicycle is not required to register it. [Minn. Stat. § 168.012](#), subd. 2d. A title is not necessary, and a license plate is not required to be displayed on the rear. [Minn. Stat. §§ 168A.03](#), subd. 1; [169.79](#), subd. 3. It is not subject to motor vehicle sales tax (the general sales tax would instead be due on e-bike purchases).

Operator licensing. A driver’s license or permit is not required. Unlike an unpowered bicycle, the minimum operator age is 15 years old. [Minn. Stat. § 169.222](#), subd. 6.

Insurance. The device does not need to be insured. See [Minn. Stat. § 65B.43](#), subds. 2, 13.

Use. Electric-assisted bicycle operators must follow the same traffic laws as operators of motor vehicles (except those that by their nature would not be relevant).

The bicycles may be operated two abreast. Operators must generally ride as close as practical to the right-hand side of the road (with some exceptions, such as when overtaking another vehicle, preparing for a left turn, riding in a bicycle lane or on the shoulder, and to avoid unsafe conditions). The bicycle must be ridden within a single

⁸ Image source: Wikimedia Commons, <https://commons.wikimedia.org/wiki/File:ZOOMLP-5467-Overvolt-HT-900-075.jpg> (accessed August 3, 2022).

⁹ Class 1 e-bikes are equipped with a motor that only assists when the rider is pedaling, and does not assist at speeds of 20 m.p.h. or higher. Class 2 e-bikes have a motor that can assist when the rider is *not* pedaling, and does not assist at speeds of 20 m.p.h. or higher. Class 3 e-bikes have a motor that only assists when the rider is pedaling, and does not assist at speeds of 28 m.p.h. or higher.

lane. Travel on the shoulder of a road must be in the same direction as the direction of adjacent traffic.

The vehicles may be operated on a sidewalk except in a business district or when prohibited by a local unit of government, and must yield to pedestrians on the sidewalk. [Minn. Stat. § 169.222](#), subd. 4.

Electric-assisted bicycles are allowed on road shoulders as well as on bicycle lanes, bicycle paths, bicycle routes, bicycle trails, and shared-use paths.¹⁰ By default, an e-bike can be operated on paths and trails with the motor engaged, but in some circumstances the use of a motor can be restricted by the unit of government having jurisdiction. The scope of local authority to restrict motorized operation varies by e-bike class. [Minn. Stat. § 169.222](#), subd. 6a.

Some operating prohibitions also apply, such as carrying cargo that prevents keeping at least one hand on the handlebars or prevents proper use of brakes, riding more than two abreast on a roadway or shoulder, and riding while attached to another vehicle. [Minn. Stat. § 169.222](#), subds. 3-5.

Electric-assisted bicycles can be parked on a sidewalk unless restricted by local government (although they cannot impede normal movement of pedestrians). They can be parked on streets where parking of other motor vehicles is allowed. [Minn. Stat. § 169.222](#), subd. 9.

Safety equipment. The e-bike motor must disengage when a rider applies the brakes. A class 3 e-bike must be equipped with a speedometer. [Minn. Stat. § 169.222](#), subd. 6b.

There are multiple lighting and reflectivity requirements for nighttime operation, as follows.

- An electric-assisted bicycle must be operated with a front headlamp, which can emit a flashing white light.
- The bicycle must be equipped with a rear-facing red reflector. It can be equipped with a rear-facing lamp that has a flashing red light.
- The bicycle or rider must also have reflective materials on the front and rear of the pedals, and on each side of the bicycle. [Minn. Stat. § 169.222](#), subd. 6.

The bicycle can have studded tires designed for traction as well as a horn or bell.

¹⁰ A “bicycle lane” is a portion of the roadway designated for use by bicyclists. [Minn. Stat. § 169.011](#), subd. 5. A “bicycle path” is a dedicated bikeway that is separated from a shoulder or marked route on a street. [Minn. Stat. § 169.011](#), subd. 6. A “bicycle route” is a roadway or shoulder signed to encourage bicycle use. [Minn. State. § 169.011](#), subd. 7. A “bicycle trail” is a path developed under the Department of Natural Resources state trail system. [Minn. Stat. § 169.011](#), subd. 8.

Helmets are not mandatory for e-bike use.

Other States

The market for electric-assisted bicycles has expanded noticeably in recent years, prompting legislative activity to create or revise state regulations.

According to a 2021 NCSL report, 44 states and the District of Columbia have a specific e-bike classification.¹¹ A majority among these use a three-tier system of e-bike classification similar to that enacted in Minnesota. In those states, some are more restrictive with the e-bikes equipped with the most powerful motors, such as in setting a minimum operator age. In other states, the device is not considered a type of bicycle and is instead regulated within another motor vehicle category (such as a moped or scooter). As a result, in some locations an operator's license and registration can be required.

Across the states there is a mixture in whether electric-assisted bicycles are allowed to operate on bicycle paths and trails. In a number of states, their use is generally permitted on bicycle paths and trails but local units of governments are authorized to be more restrictive. Helmet requirements also vary. About half of the states have no helmet mandate, whereas some jurisdictions require a helmet based on operator age (e.g., for minors) or the top speed capacity of the motor.¹²

¹¹ National Conference of State Legislatures, "State Electric Bicycle Laws," February 24, 2021, <https://www.ncsl.org/research/transportation/state-electric-bicycle-laws-a-legislative-primer.aspx> (accessed August 3, 2022).

¹² Also see Montana Legislative Services Division, "Electric Bikes and Scooters," September 2019, <https://leg.mt.gov/content/Committees/Interim/2019-2020/Transportation/Committee-Topics/Autonomous-Electric/e-bikes-montana.pdf> (accessed August 3, 2022).

Golf Carts

Classification¹³

A golf cart is not specifically defined in statute. Models generally seat two to four people and can be powered by an electric or gasoline engine ranging from under 4 to over 20 horsepower. Vehicle weight is commonly around 500 to 800 pounds, but can be over 2,000 pounds. Top speed is typically less than 20 miles per hour. Some models can go up to 25 miles per hour and under Minnesota law might be considered a neighborhood electric vehicle or medium-speed electric vehicle. Originally manufactured for golf courses, uses of the vehicle have become more varied, particularly on private grounds and in low-traffic settings.



Regulations

Motorized golf carts are not titled or registered with the Department of Public Safety, and ordinarily they cannot be operated on public roads. However, Minnesota law does allow local units of government, such as counties and cities, to authorize via a special permit golf cart operation on streets and highways under that local government's jurisdiction. (This is the same special permit provision that governs ATVs, UTVs, and mini-trucks.) [Minn. Stat. § 169.045](#).

Registration. The vehicles are not registered with the Department of Public Safety in the manner of other motor vehicles and do not require titling or license plates.

Operation of golf carts can be allowed via a special permit issued to the vehicle owner by counties, cities, or towns. [Minn. Stat. § 169.045](#), subd. 1. The Minnesota Department of Transportation cannot issue the permit for use on trunk highways (including the interstate system).

A key requirement is that the governing body must establish a special permit ordinance, and the ordinance must provide for permit application and confirmation that insurance requirements are met. The ordinance can also set additional conditions and require certification by a physician of ability to safely operate the vehicle. The permit can limit use to certain roads and must be renewed at least every three years, as determined by the unit of government. It can be revoked at any time based on evidence of inability to safely operate the vehicle.

¹³ Image source: Wikimedia Commons, https://commons.wikimedia.org/wiki/File:Club_Car_Onward%E2%84%A2_Lifted_4_Passenger_PTV.jpg (accessed December 18, 2017).

Operator licensing. By statute, a person is not required to have a driver's license or instruction permit to operate the vehicle under a special permit. [Minn. Stat. § 169.045](#), subd. 7.

Insurance. Insurance requirements must be established as part of the local ordinance and must match that of motorcycles. Thus liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.¹⁴ However, the vehicles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses). [Minn. Stat. §§ 65B.48](#), subd. 5; [169.045](#), subd. 2.

If insurance cannot be obtained on the private market, it can be purchased from the Minnesota Automobile Insurance Plan with a rate determined by the Department of Commerce. [Minn. Stat. § 169.045](#), subd. 8.

Use. If a local government establishes special permits, vehicle operation under the permit is only allowed on roadways under the jurisdiction of the issuing unit of government. A city-issued permit, for instance, does not authorize driving on county roads; a separate permit would be required. (The law is silent on coordination between local units of government for permit issuance and applicability.)

Drivers of golf carts are subject to the same traffic laws and duties as operators of other motor vehicles, although additional limitations apply. The vehicles can only be operated on designated roadways, although they may cross other roads and highways. The vehicles can only be operated between sunrise and sunset unless original equipment includes headlights, taillights, and brake lights. They cannot be used (1) in bad weather unless the authorizing ordinance provides an exception for emergencies, or (2) if there is not enough visibility to see people and other vehicles from 500 feet away. [Minn. Stat. § 169.045](#), subds. 3, 5, 6.

Safety equipment. Standard equipment requirements for motor vehicles do not apply to vehicles operating under the special permit, except that a rearview mirror is necessary. The mirror must provide a view to the rear for at least 200 feet. Golf carts must also display a triangular slow-moving vehicle emblem. [Minn. Stat. § 169.045](#), subds. 4 and 7.

¹⁴ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage.

Mini-trucks

Classification¹⁵

Mini-trucks often resemble pickup trucks or straight trucks, but are distinctly smaller in size and weight. They are defined in law as a motor vehicle that:

- has four wheels;
- uses an electric motor rated at 7,500 watts or less, or uses an engine with a maximum displacement of 660 cc;
- weighs between 900 and 2,200 pounds;
- resembles a pickup truck or van and has a cargo area;
- has an enclosed cabin; and
- was **not** originally manufactured to meet federal motor vehicle safety standards for passenger automobiles or “low-speed vehicles.” [Minn. Stat. § 169.011](#), subd. 40a.



Although they come in different forms, the typical mini-truck design is an open bed located behind a small enclosed cab for the driver and one passenger. Features can include air conditioning and all-wheel drive. They have traditionally been imported for off-road uses like recreational off-road activity, agricultural work on farms and ranches, at construction sites, in industrial parks, and in grounds maintenance.

The vehicles do not typically meet most federally mandated equipment standards for motor vehicles (such as for vehicle lighting and occupant safety). Also, they might not meet some emissions requirements for on-road vehicles.

Regulations

Mini-trucks cannot be registered with the Department of Public Safety to be driven on public roads in Minnesota. The vehicles can be operated on authorized streets and highways via a special permit issued by counties, cities, or towns. The permit and regulations are mostly the same as authorized for ATVs, UTVs, and golf carts (discussed previously). [Minn. Stat. § 169.045](#).

Legislation in 2009 first authorized special permits for mini-truck operation. The permitting authority was initially set to expire July 31, 2012, and the legislature subsequently extended the sunset date. In 2015 the legislature removed the sunset entirely, providing ongoing authorization for local units of government to allow their use by special permit. [Laws 2015, ch. 75](#), art. 2, § 47.

¹⁵ Image source: <http://www.made-in-china.com>.

Registration. The vehicles are not registered with the Department of Public Safety in the manner of other motor vehicles and do not require titling or license plates.

Operation of mini-trucks can be allowed only through a special permit that is issued by counties, cities, or towns. [Minn. Stat. § 169.045](#), subd. 1. The Minnesota Department of Transportation cannot issue a permit for use on trunk highways (including the interstate system).

The local governing body must establish a special permit ordinance, and the ordinance must provide for permit application and confirmation that insurance requirements are met. The ordinance can also set additional conditions and require certification by a physician of ability to safely operate the vehicle. The permit can be limited to use on certain roads and must be renewed at least every three years, at the discretion of the unit of government. The local government can revoke it at any time based on evidence of inability to safely operate the vehicle.

Operator licensing. Unlike ATVs, UTVs, and golf carts operated under the local permit, a driver's license or instruction permit is required to drive a mini-truck. [Minn. Stat. § 169.045](#), subd. 7.

Insurance. The local ordinance must establish insurance requirements, which must match that of motorcycles. Thus liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.¹⁶ However, the vehicles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses). [Minn. Stat. §§ 65B.48](#), subd. 5; [169.045](#), subd. 2.

If insurance cannot be obtained on the private market, it can be purchased from the Minnesota Automobile Insurance Plan with a rate determined by the Department of Commerce. [Minn. Stat. § 169.045](#), subd. 8.

Use. If a local government establishes special permits, vehicle operation under the permit is only allowed on roadways under the jurisdiction of the issuing unit of government. A city-issued permit, for instance, does not authorize driving on county roads; a separate permit would be required. (The law is silent on coordination between local units of government for permit issuance and applicability.)

Drivers are subject to the same traffic laws as operators of other motor vehicles. The vehicles can only be driven on designated roadways, although they may cross other roads and highways. Mini-trucks are not restricted from operation at night or in inclement weather. [Minn. Stat. § 169.045](#), subds. 5, 6.

¹⁶ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage.

Safety equipment. Some vehicle equipment requirements apply, including headlights and taillights; turn-signal lamps; some rearview mirrors; a windshield; front driver and passenger seat belts; and a parking brake. [Minn. Stat. § 169.045](#), subd. 7a.

Motor Scooters (and Motorcycles)

Classification¹⁷

Motor scooters are not specifically defined in Minnesota law. Rather, they are contained in a broader motorcycle classification. Motorcycles are defined as motor vehicles that have no more than three wheels and a seat or saddle for the driver. The motorcycle classification is broad but excludes motorized bicycles (or “mopeds”), electric-assisted bicycles, and tractors. [Minn. Stat. § 169.011](#), subd. 44.



As generally understood, motor scooters differ from motorcycles in a couple of ways. See [Minn. Stat. § 169.974](#). The standard motor scooter design is step-through with a low platform for the operator’s feet. Compared to a motorcycle they are generally lighter (200 pounds), smaller (145 cc engine), and slower (top speed under 60 miles per hour).



Regulations

Motor scooters are treated under Minnesota law as motorcycles; the following summary is the same for both. [Minn. Stat. §§ 169.011](#), subd. 44; [169.974](#).

Registration. The vehicle owner must register the vehicle. It carries a registration tax of \$10. [Minn. Stat. § 168.013](#), subd. 1b. The license plate must be displayed on the rear of the vehicle. [Minn. Stat. § 169.79](#), subd. 3. A certificate of title also must be obtained. The vehicle is subject to the motor vehicle sales tax. [Minn. Stat. §§ 297B.01](#), subd. 11; [297B.02](#).

Operator licensing. A valid driver’s license with a two-wheeled vehicle endorsement is required. A two-wheeled vehicle instruction permit is available to a person who is over 16 years old, has a driver’s license, is enrolled in a two-wheeled driver’s safety course, and passes a written exam.

Insurance. Liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.¹⁸ Motor scooters and motorcycles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required

¹⁷ Image sources: Wikimedia Commons, https://commons.wikimedia.org/wiki/File:Hero_Electric_Optima_CX.png (accessed September 7, 2022); Wikimedia Commons, : https://commons.wikimedia.org/wiki/File:Yamaha_YZF_R1-silver-grey.Wilt.jpg (accessed September 9, 2022).

¹⁸ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage. Note that the insurance requirements do not appear to apply to all motorcycles and motor scooters: under the definition of “motorcycle” in the chapter on automobile insurance, the vehicle’s engine must be “rated at greater than five horsepower.” [Minn. Stat. § 65B.43](#), subd. 13.

coverage levels for medical, lost wages, and related expenses). [Minn. Stat. §§ 65B.43](#), subds. 2, 13; [65B.48](#), subd. 5.

Use. Operators are subject to the same traffic laws as operators of other motor vehicles (except those that by their nature would not be relevant). The vehicles may be operated two abreast. Additional passengers are allowed under some circumstances.

Some prohibitions also apply, such as on carrying cargo that prevents keeping both hands on the handlebars, passing other vehicles by going between traffic lanes, and passing vehicles that occupy the same traffic lane as the motor scooter or motorcycle. Instruction permit holders face additional limits, including prohibitions on carrying passengers and driving at night. Operation is allowed on streets but not sidewalks. [Minn. Stat. § 169.974](#), subd. 5.

Safety equipment. The vehicle must be equipped with various safety features, including: at least one rearview mirror, a horn, a hand or foot brake, at least one headlight that has both low and high beams and is lighted at all times, a taillight, a brake light, rear license plate illumination, and footrests if it has passenger seating. [Minn. Stat. §§ 169.49; 169.50; 169.57](#), subd. 1; [169.60; 169.67](#), subd. 2; [169.974](#), subd. 3 and subd. 5(i).

A helmet is required for operators and passengers under the age of 18 as well as those operating with an instruction permit, and eye protection is required for all operators. [Minn. Stat. § 169.974](#), subds. 2, 4.

Motorized Bicycles (Mopeds)

Classification¹⁹

Motorized bicycles, commonly referred to as mopeds, are among the lightest of motorized two-wheeled devices. State law defines a motorized bicycle as a bicycle propelled by an electric or liquid fuel motor that has an engine displacement of up to 50 cc and up to two horsepower, and is capable of a top speed of 30 miles per hour on a flat surface. Although under the definition in law it is identified as a type of bicycle, pedals are not specifically required and the device can be fully self-propelled.²⁰ [Minn. Stat. § 169.011](#), subd. 45.



A key characteristic of mopeds is that they are less powerful than motor scooters or motorcycles. They are available in a number of styles that generally resemble a bicycle or a small scooter, although compared to a bicycle they weigh more (from 55 to over 250 pounds), have additional features such as built-in headlights and turn signals, and can have a platform for feet instead of pedals for manual use. Because the top speed of the device must not exceed 30 miles per hour, a number of scooters with 50 cc engines are classified as motorcycles under Minnesota law (since such scooters can commonly reach 35 to 40 miles per hour).

Regulations

Most of the regulations that apply to motor scooters and motorcycles also apply to motorized bicycles, with a few differences. [Minn. Stat. §§ 169.223; 169.974](#).

Registration. The vehicle owner must register the vehicle and pay an annual registration tax of \$6. [Minn. Stat. § 168.013](#), subd. 1h. A license plate must be displayed on the rear of the vehicle. [Minn. Stat. § 169.79](#), subd. 3. A title is required. The vehicle is subject to the motor vehicle sales tax. [Minn. Stat. §§ 297B.01](#), subd. 11; [297B.02](#).

Operator licensing. An operator must have a motorized bicycle operator's permit, motorized bicycle instruction permit, or driver's license (although a two-wheeled vehicle endorsement is not required). Minors who are at least 15 years old can obtain an operator's or instruction permit. [Minn. Stat. § 171.02](#), subd. 3.

¹⁹ Image source: Pixabay, <https://pixabay.com/illustrations/moped-two-wheeled-vehicle-2632383/> (accessed July 23, 2020).

²⁰ While the statutory definition of motorized bicycle refers to the device as a bicycle, a "bicycle" under state law is defined as a "device capable of being propelled solely by human power..." [Minn. Stat. § 169.011](#), subs. 4, 45.

Insurance. Liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.²¹ [Minn. Stat. §§ 65B.43](#), subds. 2, 13; [65B.48](#), subd. 5. The vehicle is exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses).

Use. Operators must follow the same traffic laws as operators of motor scooters, motorcycles, and other motor vehicles (except those that by their nature would not be relevant). Operators must generally ride as close as is practical to the right-hand side of the road. The vehicles may be operated two abreast.

Some operating prohibitions also apply, such as on carrying cargo that prevents keeping both hands on the handlebars, passing other vehicles by going between traffic lanes, and passing vehicles that occupy the same traffic lane as the motorized bicycle, and operating on a sidewalk except to access a road. [Minn. Stat. §§ 169.223](#), subds. 1, 3, 5; [169.974](#), subd. 5.

A person who possess a motorized bicycle instruction permit is limited to riding within one mile of that person's residence. [Minn. Stat. § 171.05](#), subd. 3.

Motorized bicycles are subject to the same parking regulations as bicycles. Both can be parked on streets where parking of other motor vehicles is allowed and can park on a sidewalk unless restricted by local government (although they cannot impede normal movement of pedestrians). [Minn. Stat. §§ 169.222](#), subd. 9; [169.223](#), subd. 1(4).

Safety equipment. The vehicle must be equipped with various safety features that largely parallel those of motor scooters and motorcycles, including: at least one rearview mirror, a horn, a hand or foot brake, certain vehicle lighting, and footrests if it has passenger seating. For operation at night, as well as for motorized bicycles sold after June 1, 1987, lighting requirements consist of at least one headlight that has both low and high beams as well as a taillight (and the lights must meet the requirements for motorcycles).²² If so equipped, the headlight must be on at all times that the vehicle is operated. [Minn. Stat. §§ 169.223](#), subd. 4; [169.49](#); [169.50](#); [169.57](#), subd. 1; [169.60](#); [169.67](#), subd. 2; [169.974](#), subd. 3.

A motorcycle or bicycle helmet is mandatory for operators under the age of 18. Eye protection is also required.

²¹ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage.

²² In addition, a brake light and rear license plate illumination may be required.

Motorized Foot Scooters

Classification²³

Motorized foot scooters (also termed “electric scooters” or “e-scooters”) have seen a marked increase in use recently, primarily due to their introduction in fleets of shared rental offerings in cities throughout the country. A motorized foot scooter is defined in state statute as a device that:

- has handlebars;
- can be stood or sat on by the operator (so that a seat or saddle is optional);
- is powered by an internal combustion engine or an electric motor;
- has up to two wheels that are no more than 12 inches in diameter; and
- uses a motor capable of a maximum speed of not more than 15 miles per hour on a flat surface. [Minn. Stat. § 169.011](#), subd. 46.



The devices are usually lightweight platforms with two small wheels, similar to a skateboard but with a motor as well as steering and acceleration control via handlebars. Braking is performed through a hand brake on the handlebar or by using a foot-operated rear-wheel brake. Some models have a seat or saddle that sometimes is removable (especially on more powerful and expensive offerings). Many motorized foot scooters weigh around 20 to 65 pounds, although heavier designs are available.

Models are available with gas and electric motors. Electric models generally have a top speed just below 15 miles per hour and a range of up to 20 miles. Ones with gas engines commonly range from 25 to 50 cc (1.5 to 2.5 horsepower). Some of the devices have a top speed of over 30 miles per hour, which prevents them from being classified as a motorized foot scooter under Minnesota law since they do not meet the statutory definition.

Most pocket bikes are excluded from the motorized foot scooter category (see the discussion on page 31).

Regulations

Minnesota law largely treats motorized foot scooters like bicycles, so that operators have the same rights as bicyclists and must generally follow the same laws. However, there are some regulatory differences. [Minn. Stat. § 169.225](#).

²³ Image source: Wikimedia Commons, https://commons.wikimedia.org/wiki/Category:Electric_kick_scooters#/media/File:Egret_One.jpg (accessed August 3, 2022).

Registration. The owner of a motorized foot scooter does not need to register it or pay registration taxes, and a certificate of title is not necessary. See [Minn. Stat. §§ 168.002](#), subd. 18 (e); [168.013](#), subd. 1; [168.09](#), subd. 1.

Operator licensing. A driver's license or permit is not required for operation. The minimum operator age is 12 years old.

Insurance. The device does not need to be insured. See [Minn. Stat. §§ 65B.43](#), subds. 2, 13; [65B.48](#), subd. 5.

Use. A motorized foot scooter may not be operated on a sidewalk, except to cross it. The device can be operated on a bicycle path, bicycle trail, bicycle lane, or bikeway unless (1) the pathway is reserved for nonmotorized use, or (2) operation is restricted by local government.

Motorized foot scooter operators must follow the same traffic laws as bicyclists, except that when making a left turn, the rider must dismount and cross the roadway on foot (and the person is then subject to any restrictions applicable to a pedestrian). Operators must ride as close as is practical to the right-hand side of the road.

No passengers besides the operator can be carried.

Safety equipment. Any person under age 18 must wear a helmet. The device can be operated when it is dark out, but under current Department of Public Safety regulations it must meet the same lighting requirements that apply to a bicycle: a headlight that is visible at least 500 feet ahead and a red reflector that can be seen from 600 feet behind when in the path of a motor vehicle's headlight.

Other States

There is variation across the states that have addressed the status of motorized foot scooters. Some prohibit operation on public roads, trails, or sidewalks.²⁴ States also have varying provisions for:

- minimum operator age (ranging from no state minimum to age 16);
- maximum permitted operating speed or top speed capability (most often at 15 or 20 miles per hour);
- maximum speed limit of streets on which they can be operated (such as 25 miles per hour in a few states);
- helmet mandates (required for minors in a handful of states); and

²⁴ See Del. Code tit. 21 § 4198N(a)-(b); N.J. Stat. § 39:4-14.12.

- degree of local authority powers to regulate the devices.²⁵

In addition to state laws, a number of cities regulate motorized foot scooter rental operations, covering topics that range from rental company licensing operational requirements to scooter parking.²⁶

²⁵ See National Conference of State Legislatures, “Trends | Coronavirus, Teen Vaping, E-Scooters and More,” March 24, 2020, <https://www.ncsl.org/bookstore/state-legislatures-magazine/trends-coronavirus-teen-vaping-e-scooters-and-more.aspx> (accessed August 3, 2022).

²⁶ For instance, see National Association of City Transportation Officials, “Guidelines for Regulating Shared Micromobility,” September 2019, https://nacto.org/wp-content/uploads/2019/09/NACTO_Shared_Micromobility_Guidelines_Web.pdf (accessed August 3, 2022).

Neighborhood Electric Vehicles and Medium-Speed Electric Vehicles

Classifications²⁷

Neighborhood electric vehicles and medium-speed electric vehicles are somewhat similar to golf carts, but have more power, can carry more passengers or cargo, and are designed for potential operation on public roads.

Neighborhood electric vehicle. Minnesota law defines a neighborhood electric vehicle (NEV) as a three- or four-wheeled, electrically powered motor vehicle that has a maximum speed of between 20 and 25 miles per hour on a flat surface. [Minn. Stat. § 169.011](#), subd. 47.



Medium-speed electric vehicle. A related classification is the medium-speed electric vehicle (MSEV). It is four-wheeled, electrically powered motor vehicle, but it can have a top speed of up to 35 miles per hour on a flat surface. It also must be fully enclosed, have at least one door for entry, be equipped with a roll cage or crush-proof design, have a minimum wheelbase of 40 inches, have wheels with a diameter of at least 10 inches, and other than speed capability, it must meet the federal safety standard for low-speed vehicles. [Minn. Stat. § 169.011](#), subd. 39.

The electric vehicles are rechargeable through the electrical grid and normally have a range of 30 to 75 miles before needing to recharge. Models come in styles ranging from two-seaters to small-scale trucks, normally weighing between 1,000 and 1,500 pounds. Originally produced mostly for niche uses such as military bases and planned communities, their use has widened.

Federal Low-Speed Vehicle Classification

In order to be legally operated on public roads in Minnesota, both NEVs and MSEVs must meet equipment and safety requirements set in a federal safety standard for “low-speed vehicles.”²⁸ [Minn. Stat. § 169.224](#), subd. 2. However, the NEV and MSEV definitions under state law do not completely match the federal classification. There are a couple of differences, but a key one regards the top speed capability of MSEVs, which under state law is allowed to be higher than the 25 miles per hour maximum set in the federal low-speed vehicle standard. (This might raise

²⁷ Image sources: <https://gem.polaris.com/en-us/e2/> (accessed September 7, 2022).

²⁸ Federal law establishes a number of safety standards that regulate manufactured motor vehicles. The U.S. Department of Transportation, National Highway Traffic Safety Administration (NHTSA) establishes and oversees the safety standards through federal regulations. [49 U.S.C. § 30111](#); [49 C.F.R. § 571](#). The regulations cover technical and engineering specifications for motor vehicle safety equipment and crashworthiness, ranging from windshield wipers and brake hoses to crash resistance and material flammability. Each specification is referred to as a “federal motor vehicle safety standard.” The motor vehicle safety standard for low-speed vehicles was first established in 1998, and excludes most of the safety features required of other passenger motor vehicles.

issues with federal preemption as well as the ability of vehicle manufacturers to legally produce MSEVs.)

Primarily because of the federal safety standard governing low-speed vehicle manufacture, most golf carts would not be considered an NEV or an MSEV that could be operated on public roads (except under the special permit discussed earlier in this briefing). Similarly, because of the safety standards mini-trucks would not be classified as an NEV or MSEV (as part of the statutory definition of a mini-truck, it is not manufactured to meet the safety standard for low-speed vehicles).

Regulations

Under Minnesota law NEVs and MSEVs are treated similarly to passenger vehicles, but their use is restricted to slower streets. See [Minn. Stat. § 169.224](#).

Registration. Both NEVs and MSEVs are considered passenger automobiles and the vehicle owner must register it. They are subject to the same registration tax (based on vehicle value, depreciated over time) as cars, pickup trucks, and vans. License plates must be displayed on the vehicles.

A certificate of title also must be obtained (which requires a vehicle identification number and a manufacturer's certificate of origin).²⁹ Homemade electric vehicles and retrofitted golf carts do not qualify for titling. [Minn. Stat. § 168A.05](#), subd. 9.

Operator licensing. A valid driver's license or instruction permit is required, and no special endorsement is necessary. A three-wheeled NEV can be operated without a motorcycle endorsement.

Insurance. Insurance requirements match that of other passenger automobiles, including liability coverage (which covers certain claims from another driver) and personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses).³⁰

Use. Drivers of an NEV or MSEV are subject to the same traffic laws as operators of other motor vehicles. Neither class of vehicle can be operated on a street or highway with a speed limit above 35 miles per hour except to directly cross it. A local government can restrict use of the vehicle on its roads.

Safety equipment. The vehicle may only be operated on public streets and highways if it meets federal equipment standards established for low-speed vehicles. This includes a

²⁹ The certificate of origin is created by the vehicle manufacturer and sent to a dealer along with the vehicle itself. The dealer then provides the certificate to the Department of Public Safety when the vehicle is sold.

³⁰ The minimum liability coverage is \$30,000 per person for injuries, \$60,000 per occurrence for injuries, and \$10,000 for property damage. The minimum personal injury protection (PIP) coverage is \$40,000 per person per accident (\$20,000 for hospital and medical expenses, and \$20,000 for other expenses such as lost wages).

windshield, headlamps, tail-lamps, brake lights, front and rear turn signals, reflectors at the rear, rearview mirrors, a parking break, a seat belt, and a vehicle identification number. An NEV or an MSEV must also have a slow-moving vehicle emblem. [Minn. Stat. §§ 169.224](#), subd. 2; [169.522](#), subd. 1.

Pocket Bikes

Classification³¹

Pocket bikes (also referred to as mini-bikes, mini-motorcycles, and mini-choppers) are not specifically defined in Minnesota law. They come in a variety of styles that most often resemble a miniature motorcycle, with a saddle that is commonly located about two feet off the ground. The vehicles are typically powered by a 49-cc gas engine (although electric models are available). They have wheel sizes around 10 inches, weights ranging from just over 30 pounds to about 100 pounds, and top speeds ranging from 30 to over 50 miles per hour.



Regulations

Devices considered pocket bikes are not likely to be permitted on public roads in Minnesota, based on device classifications and associated title and registration requirements.³² A two-wheeled device that does not fit any more specific vehicle definition—which is likely the case for most pocket bikes—would most probably be classified under Minnesota law as a motorcycle. This is in effect the default category for two- and three-wheeled motorized vehicles.

However, smaller devices such as pocket bikes often lack safety equipment required under federal regulations faced by manufacturers for motorcycles, preventing a vehicle identification number (VIN) from being assigned. A VIN is necessary in order for Driver and Vehicle Services in the Department of Public Safety to issue a title as a motorcycle, so the vehicle would accordingly not be able to be titled or registered. A title and registration are necessary steps for legal operation on public roads. See [Minn. Stat. §§ 168.013](#), subd. 1; [168.09](#), subd. 1; [168A.04](#), subd. 1; [168A.085](#).

Other States

Legislative activity on pocket bikes has primarily consisted of prohibiting operation on public streets and roads, sidewalks, trails, and other public lands. Concerns expressed about the vehicles include engine noise, lack of safety equipment such as horns and mirrors, stability at higher speeds, and reduced visibility of both the vehicle (due to its small size) and the operator (due to positioning low to the ground). A couple of states have also enacted labeling and

³¹ Image source: <http://www.squidoo.com/gas-pocket-bikes> (accessed December 18, 2017).

³² The regulatory structure shifted in 2012. Before the 2012 change, the classification for motorized foot scooters included devices with small wheels (up to 10 inches) or a modest top speed, which had the effect of including many pocket bikes. Following the change, for a device to be categorized as a motorized foot scooter it must have both a small wheel size (up to 12 inches) as well as a modest top speed (of 15 miles per hour). Most pocket bikes are too powerful to fit the current motorized foot scooter definition.

disclosure laws, such as requiring that manufacturers or retailers provide various forms of disclosure concerning limitations on legal pocket bike operation on public roads.³³

³³ See Cal. Veh. Code § 9955; Fla. Stat. § 316.2128; Conn. Stat. § 14-289j(f).

Segways and Self-Balancing Scooters

Classification³⁴

Segways, first introduced in 2001, can be identified with establishment of a category in Minnesota law termed “electric personal assistive mobility devices.” To be considered an electric personal assistive mobility device, it must be self-balancing, have two nontandem (that is, parallel) wheels, be able to transport only one person, use an electric motor, and have a maximum speed of up to 15 miles per hour. [Minn. Stat. § 169.011](#), subd. 26.

More recently there has been an expansion in self-balancing motorized devices. “Self-balancing scooters” and “hoverboards,” as they are often termed, include an array of gyroscopic devices that have an electric motor, small wheels, generally lack handlebars or seating, and have a platform that tilts independently with each foot. Like Segways, self-balancing scooter movement is controlled by shifts in balance and body position.



Regulations

Operators of an electric personal assistive mobility device have the same rights and responsibilities as pedestrians, with some additional requirements. [Minn. Stat. § 169.212](#).

Registration. They do not need to be registered, and a certificate of title is not necessary.

Operator licensing. A driver’s license or permit is not required for operation.

Insurance. The device does not need to be insured.

Use. The device may be operated on a bicycle path. Operators must use due care and go at speeds that are “reasonable and prudent under the conditions.” The personal mobility device can only be operated on a road under limited conditions, including to directly cross the roadway, if the sidewalk is obstructed or unavailable, under direction of a traffic control device, or temporarily to reach a motor vehicle. [Minn. Stat. § 169.212](#), subd. 2.

No passengers may be carried.

³⁴ Image sources: <http://www.segway.com>; Wikimedia Commons, https://commons.wikimedia.org/wiki/File:Hoverboard_2.jpg (accessed December 18, 2017).

Local units of government are prevented from further regulating the device except concerning operation on roads with a speed limit of up to 35 miles per hour.

Safety equipment. The device must have reflectors on its front, back, and wheels, which can be seen from 600 feet when in the path of a motor vehicle's headlights.

Wheelchairs

Classification³⁵

Wheelchairs are in an altogether separate category from other low-power and unconventional vehicles. The statutory classification includes scooters and tricycles “used by a disabled person as a substitute for walking.” [Minn. Stat. § 169.011](#), subd. 93.



Regulations

Under Minnesota law, persons in wheelchairs are considered pedestrians rather than vehicle operators and have the same rights and responsibilities as pedestrians. This is true whether the wheelchair is powered or not. Wheelchairs are required to remain on sidewalks and stay off streets, except to cross them or in situations where a passable or useable sidewalk is not available. [Minn. Stat. § 169.21](#), subd. 5.



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www.house.mn/hrd | 651-296-6753 | 155 State Office Building | St. Paul, MN 55155

³⁵ Image source: [Pixabay, https://pixabay.com](https://pixabay.com) (accessed April 1, 2020).

Robert Benson*Health and Human Services Director**Office (651) 213-5600**Robert.Benson@chisagocountymn.gov*

Memo To: Chisago County Budget and Finance Committee

From: Robert Benson; Health and Human Services Director

RE: Request for CaseWorks Financial Services Edition

Date: March 12th, 2025

Request for CaseWorks Financial Services Edition: METS/MNsure Edition

All Minnesota Counties were awarded money for the pandemic unwinding process. Many Minnesota Counties utilized their funds to increase staffing levels. Chisago County was awarded \$280,355 and used \$16,815 to cover staff training and overtime costs during the unwinding process.

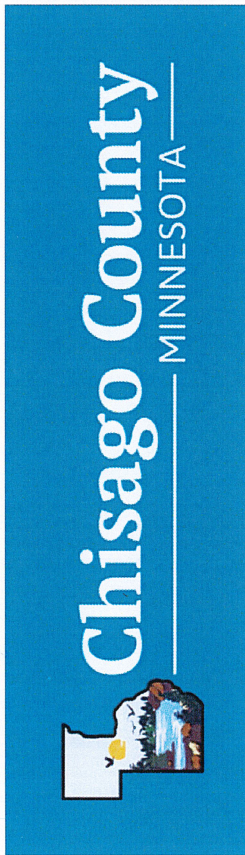
In our reporting to DHS, we have indicated that we have allocated \$225,854 for technology upgrades. At this time, we would like to proceed with the implementation of CaseWorks Financial Services Edition.

CaseWorks is the system that we implemented in our Child Support Unit last year. We have found the system to be beneficial for staff and constituents alike. The allocated funding will cover the cost of the implementation and licensing for the CaseWorks Financial Services Edition. Additionally, this is eligible for our federal reimbursement.

We would like to get this approved quickly to assist in getting the money out to the vendor.

Attachment:

Planning and Budget Document for CaseWorks Financial Services Edition, METS/MNsure Edition.



Chisago County

Planning and Budget Document

CaseWorks Financial Services Edition

CaseWorks METS/MNsure Edition

January 29, 2025



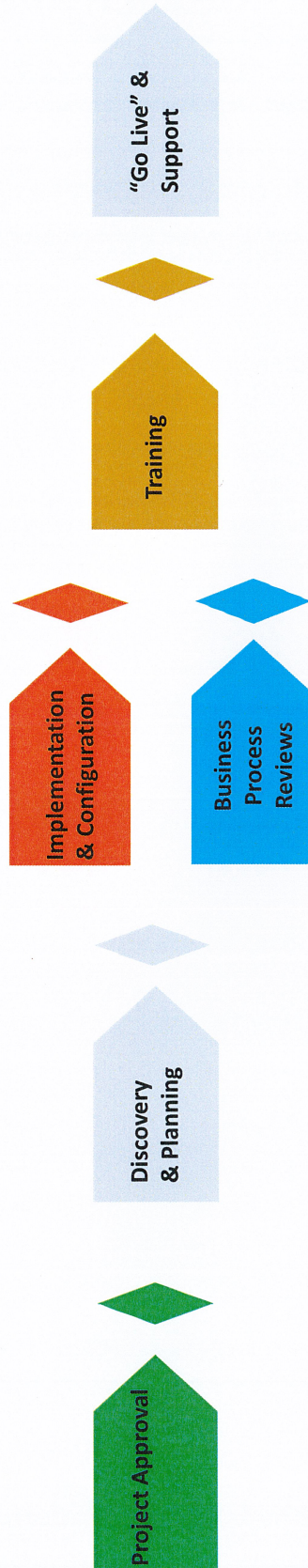
Table of Contents

- ☐ Financial Services/METS/MNsure Edition
 - Overall Process
 - Project Assumptions
 - Implementation Schedule
 - Cost Assumptions
 - Cost Model
- ☐ Proposed Next Steps



CaseWorks: Financial Services METS/MNsure Edition





Project Management

Deliverables.....

- 97

Project Assumptions



- ☐ CaseWorks Financial Services and METS/MNsure Go Live at essentially the same time
- ☐ Maxis is still the Case Management System and the “System of Record” for Financial Services
- ☐ The solutions will be “hosted” in the Azure Gov Cloud
- ☐ QA Team is identified to assist in Discovery, Process Reviews, and QA Reviews
- ☐ A “Hybrid” Model will be implemented (support for Team and Individual Case Management models)
- ☐ County business process will change to align with the application software features and workflows
- ☐ Workflows based on other MIN County EDMS implementations
- ☐ Documents can be migrated from the current document management system (Cost estimate for NCT Migration Services is included, however, **cost estimate for 3rd Party extract from legacy system is not** included in this model)
- ☐ Chisago County will utilize the “local” forms already in CaseWorks, as much as possible
- ☐ Network infrastructure in place to support EDMS (e.g., Bandwidth, Connectivity, User Security, etc.)

Project Assumptions



CaseWorks EDMS project deliverables include:

- ☐ Business Process Review and Business Process Document
- ☐ Document Management Solution that supports:
 - Maxis Case Documents
 - Child Care Assistance Documents
 - MNSure Case Documents
 - Provider Files
- ☐ Scanning Solution
- ☐ Electronic Forms Management Solution
- ☐ Activity and Appointments Management Solution
- ☐ METS/MNSure Solution
- ☐ Privileged Case Management
- ☐ Support for automated Record Retention Process
- ☐ Resident Portal with Identity Management
- ☐ Implementation Team
- ☐ Virtual Training and Go Live Support

CaseWorks ongoing support includes:

- ☐ Help Desk Support (Tickets and/or Phone Calls)
- ☐ Break/Fix Support
- ☐ Feature Enhancements
- ☐ Forms Maintenance
- ☐ Regular User Group Meeting

Implementation Schedule

NCT

Task No.	Task	Resources	Start Date	End Date	Comment
1	Pre-planning - Kick-off Meeting	Both	9/22/2025	9/26/2025	Coordinate project schedule; kickoff planning
2	Project Management/Weekly Status Meetings	NCT	TBD	TBD	
3	Technical Review	Both	TBD	TBD	
4	Server Hardware & OS Software Review & Setup	Both	TBD	TBD	
5	All Team - Project Overview & Demo	Both	TBD	TBD	Communicate project plan; key dates; sneak peak demo of CW
6	User Matrix	Both	TBD	TBD	
7	Forms Review	Both	TBD	TBD	
8	Request SMI User Credentials	County	TBD	TBD	Includes Maxis and/or Prism
9	Request PRISM one time download	County	TBD	TBD	
10	Migration Mapping	Both	TBD	TBD	
11	Workstation Setup (Users)	County	TBD	TBD	
12	Establish data connections & FSE/MSE Daily Downloads	NCT	TBD	TBD	
13	Data Integration	NCT	TBD	TBD	
14	Application Software Set-up & Configuration	NCT	TBD	TBD	
15	Business Process Reviews and Documentation	Both	TBD	TBD	
16	Identify & Review AutoSend Copy List	County	TBD	TBD	
17	Application Software Configuration	NCT	TBD	TBD	
18	Quality Assurance Review - Internal	NCT	TBD	TBD	
19	End User Access Sessions	Both	TBD	TBD	
20	Create Local Forms	NCT	TBD	TBD	
22	Quality Assurance Review - External	Both	TBD	TBD	Utilize Quality Assurance Team
23	End User Training	NCT	TBD	TBD	Multiple session offerings; total 1.5 days training for all users
24	Go Live	Both	2/16/2026	2/16/2026	
25	Post Go Live Support	NCT	TBD	TBD	
26	Migration	NCT	TBD	TBD	

Cost Assumptions



- ☐ Cost estimates based on Data Collection Survey
- ☐ Cost estimates for Services based on Project Plan Tasks
- ☐ Full User Licenses (Supervisors, Eligibility Workers, County Support Staff) – 28
- ☐ Read Only Licenses (Fraud, Child Support) - 7
- ☐ eSignature capability included (Cost model does not include eSignature transaction costs)
- ☐ Workstation hardware already in place (e.g., Worker PC's w/dual monitors, Scan Station, PC's, etc.)
- ☐ NCT Migration Services cost estimate is included in this model
- ☐ 3rd Party data extract from legacy system cost estimate **is not** included in this model
- ☐ Network infrastructure (bandwidth) already in place
- ☐ Contingency at 5%
- ☐ Inflation at 5%

Cost Model



Description	Year 1	Year 2	Year 3	Year 4	Year 5	Total - Five Years
CaseWorks FSE/MSE Subscription License						
Full Access User Licenses	59,080	62,034	65,136	68,392	71,812	326,454
Read Only User Licenses	2,226	2,337	2,454	2,577	2,706	12,300
Total Software Licenses	61,306	64,371	67,590	70,969	74,518	338,754
EDMS User Hardware						
Scanners	-					-
Signature Pads	-					-
Additional 2nd Monitors	-					-
Total Hardware	-					-
Project Fees						
NCT Implementation Project Fees	73,567					73,567
Total Implementation Services	73,567					73,567
Total	134,873	64,371	67,590	70,969	74,518	412,322
Total - After Federal Reimbursement	67,437	32,186	33,795	35,485	37,259	206,161

Proposed Next Steps

- ☐ Review Planning and Budget Document with Agency Leadership Teams
- ☐ Change Planning and Budget Document based on reviews
- ☐ Schedule additional software demonstrations
- ☐ Commence approval process



VIII.

ECRLB – Wyoming Area Library – Extended Access

March 12th, 2025

In August 2024, the County Board requested ECRLB to seek the 'hard costs' of implementing an extended hours program at the Wyoming Area Library.

Regional Public Library Systems are multicounty service agencies organized under the provision of Minnesota Statutes, sections 134, 317 or 471.59. These systems are formed under joint powers agreements between cities and counties. Regions and their branch or member public libraries provide free access to library services for all residents of the region without discrimination.

Through cooperation, shared services, and reciprocal agreements, library users have access to a wide range of public library services and resources within the region and statewide. Through system collaboration, communities develop libraries that capitalize on economies of scale providing greater effectiveness, improved quality, and access to more resources. The directors of the systems come together regularly as the Council of Regional Public Library System Administrators (CRPLSA) to discuss commonalities among systems, identify potential collaborations, and work toward statewide goals.

East Central Regional Library (ECRL) is a consolidated regional public library system in east central Minnesota. It has 14 branch libraries located in six counties: Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine. ECRL was formed under joint powers agreements between cities and counties.

Wyoming Area Giese Memorial Library

26855 Forest Blvd.

P.O. Box 39

Wyoming, MN 55092

Staff

Carla Lydon, Executive Director
111 Dellwood Street North
Cambridge, MN 55008

Minnesota's public libraries are required by law (Minnesota Statutes, section 134.13) to submit annual reports to the Minnesota Department of Education.

Attachment(s):

- Extended Access Budget – Wyoming Area Library
- MinnPost Article 'Twin Cities libraries accessible beyond posted hours'

Extended Access Budget - Wyoming Area Library

One-time cost	Budget	Provider	Notes
Access control	\$31,138	Pro-Tec Design	State contract
Cameras	\$7,500	Pro-Tec Design	works with existing DVR & Utilizes existing cameras
OpenLibrary control	\$12,254	NexBib	
Door Counter	\$1,238	TraffSys	ECRL preference for standard equipment
PA	\$1,000	TBD	estimate includes installation
Labor - cat5 door counter	\$500	TBD	estimate low voltage for door counter
Electrical work	\$5,000	TBD	estimate
with 20% contingency	\$58,630		
	\$70,356		
Ongoing Costs			
Access Control	\$1500 annually	Pro-Tec Design	
OpenLibrary Control	\$8000 annually	NexBib	

Note: ECRL has competitive quotes for Access Control and Cameras from Marco & OpenLibrary control from Bibliothecha Marco has expressed to ECRL that they are not particularly interested in the project and took months to provide quotes Bibliothecha's bid for product is more expensive and they also have not been particularly responsive to ECRL. Until recently, they were the only provider. NexBib has moved into the US market with a similar product led by the original developer from Bibliothecha

open+ access

INCREASE OPEN HOURS + IMPROVE SERVICE

Designed to complement staffed hours, open+ access is a comprehensive solution that allows libraries to provide more flexible open hours and offer extended library access to the community.

Offer access to the entire library or only a portion of it; provide full self-service resources or only a holds pickup area - open+ access can be implemented in a variety of ways to meet unique library needs.



FULL CONTROL FROM
ONE CENTRAL HUB



MANAGE SECURITY, COMMUNICATIONS,
AND POWER REMOTELY



USE EXISTING LIBRARY CARDS
AS ACCESS CARDS



EASILY ADJUST OPEN HOURS
TO MEET CHANGING NEEDS

FEATURES & BENEFITS

Serve more people, including those with non-traditional schedules

Free staff time by allowing them to work behind the scenes during open+ hours

Offer consistent open hours to reduce patron confusion and frustration

Encourage use of library spaces by offering time for morning reading or evening meetings

MAXIMIZE YOUR IMPACT

Outstanding alone; stellar together

Every product in Bibliotheca's ecosystem is designed with unique capabilities that allow them to work together to solve libraries' most pressing problems.

open+ access integrates with:



unifi+
communicate effortlessly with library visitors



selfCheck
control self-checkout remotely



smartShelf
make returned items instantly available for recirculation



	A	B	C	D	E	F	G	H
1								
2		2022 Budget	2023 Budget	2024 Budget	2025 Budget	2025 Percentages	Increase	Percent Increase
3	I. PROPERTY TAXES - OPER.							
4	Aitkin	242,535	246,058	251,450	287,538	10.95%	36,088	14.35%
5	Chisago	693,014	748,331	778,495	837,927	31.91%	59,432	7.63%
6	Isanti	473,765	522,007	534,565	575,841	21.93%	41,276	7.72%
7	Kanabec	164,845	166,595	177,305	191,989	7.31%	14,684	8.28%
8	Mille Lacs	300,388	305,601	314,189	340,711	12.97%	26,522	8.44%
9	Pine	352,603	355,701	369,600	392,122	14.93%	22,522	6.09%
10	TOTAL	2,227,150	2,344,292	2,425,603	2,626,127			
11								
12	II. LOCAL CONTRACTS							
13	City of Aitkin	10,910	10,686	10,910	11,617			
14	City of Hinckley	7,637	7,480	7,637	8,132			
15	City of Pine City	4,364	4,274	4,364	4,647			
16	Princeton Endowment (formerly PR Friends)	4,909	4,809	4,909	5,228			
17	City of North Branch	10,910	10,514	10,910	11,617			
18	Kanabec County (additional service hours)	4,364	4,274	4,364	4,647			
19	Mille Lacs County (additional service hours)	0	0	0	0			
20	MnLINK	3,800	3,800	3,800	0	distributions will end with transition to new system. Funds will be used for development		
21	Federal Correctional Institution	8,155	8,563	8,886	9,085	Per contract		
22	CMLE Fiscal Agent		13,000	13,488	0	CMLE will leave		
23	TOTAL	55,048	67,401	69,267	54,971			
24								
25	III. BASIC SYSTEM SUPPORT (RLBSS)							
26	State FY 2025 or current year (40%)	347,835	340,064	415,172	379,232			
27	State FY 2026 or next year (60%)	521,752	622,758	622,758	580,224	2% min state funding increase		
28	TOTAL	869,587	962,822	1,037,930	959,456			
29								
30	IV. TELECOMMUNICATIONS (RLTA - restricted use)							
31	State Telecommunications Aid (Priority 1)	55,000	55,000	55,000	55,000			
32	State Telecommunications Aid (Priority 2)	75,000	141,546	141,546	163,681	based on FY24 Allocation		
33	TOTAL	130,000	196,546	196,546	218,681			
34								
35	IV. MISCELLANEOUS INCOME							
36	Fund development	20,000	20,000	20,000	20,000			
37	Computer Print-Outs & Photocopies	38,000	38,000	38,000	36,000			
38	Sale/loss of property	10,000	10,000	10,000	8,000			
39	Fines	60,000	40,000	15,000	30,000	autorenewals		
40	Refunds (Other Income)	3,000	3,000	3,000	3,000			
41	AV/FAX Service	8,200	8,200	8,200	7,000	based on 2023 actuals		
42	Interest	1,500	7,000	25,000	50,000	Interest rate increased		
43	TOTAL	140,700	126,200	119,200	154,000			
44								
45	VI. REIMBURSEMENTS							
46	Building Costs (City of Cambridge 2/3)	50,000	53,000	53,000	58,000	Leaving as is per current contract but budgeting increase per City proposal		
47	Carryover/Fund balance transfer	75,000	-62,662	20,000	55,000			
48	Transfer from health insurance settlement	4,000	0	0	0			
49	Grant funds and other (Legacy)	40,000	40,000	40,000	42,319	Legacy reimbursements (ACHF application)		
50	TOTAL	169,000	30,338	113,000	155,319			
51	TOTAL RECEIPTS	3,591,485	3,727,599	3,961,546	4,168,554		5.23%	Overall Budget Increase
52								
53	Total Receipts (less County shares)				1,542,427			
54								
55								
56								
57	TOTAL EXPENDITURES				4,168,554			
58								
59								
60								
61								

News Metro

Twin Cities libraries accessible beyond posted hours

Libraries across the metro are accessible to patrons with pre-registration for extended hour usage, with more branches offering the service later this summer and fall.

by **H. Jiahong Pan**
8 hours ago

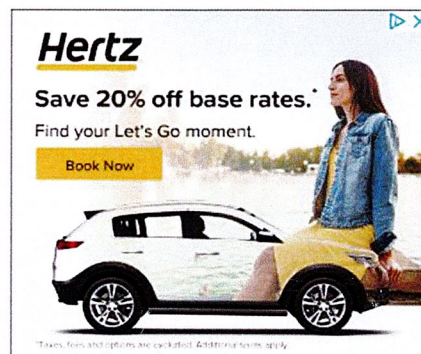


This past June, Scott County Libraries launched extended access at the New Prague Memorial Library. Credit: MinnPost photo by H. Jiahong Pan

Just after noon one cloudy Sunday, Burnsville resident Fay Li found herself in a study room at the Burnhaven library studying for an exam to become a registered nurse.

The library, however, wouldn't open for another hour. Li got access to the library as part of initiatives by two south metro libraries, called Extended Access, to allow patrons access to facilities during hours when the building is officially closed and when staff isn't present.

Fourteen such libraries in Dakota and Scott County are accessible to patrons with pre-registration, with the Galaxie library in Apple Valley and the Savage library being accessible as of this month. One more library branch each in Dakota and Scott County will be accessible after-hours later this summer.



For Li, who commuted from Shakopee to the Burnhaven library before relocating just to take advantage of extended access hours, it's given her time to study for the exam.

"One time I was just coming here to study and I really wanted to stay. One of the leaders said we have self access hours," Li said.

Full after-hours access years in the making

Scott County began its foray in making its libraries accessible in off hours shortly after the Great Recession of 2008. County officials said they made their library meeting rooms accessible off-hours between 2009 and 2010.

Scott County Library officials say the response to off-hours meeting room use inspired them to provide access to other library resources.



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“The positive response to after-hours meeting room use inspired SCL (Scott County Libraries) to consider how we could similarly provide access to other desirable resources like Wi-Fi, computers, and study spaces,” Scott County spokesperson Lisa Kohner said.

From 2018 to 2019, Scott County worked with the University of Minnesota’s [Resilient Communities Project](#) to determine how to increase library access. The collaboration was part of a larger county effort to implement its 2040 comprehensive plan goals, which was crafted under the same state law that mandated [Minneapolis’ controversial comprehensive plan](#).

Through the Resilient Communities Project collaboration, a research team of St. Catherine University library science students found enthusiastic interest in [libraries open to the public beyond staffed hours](#), particularly from those who live in Jordan, a town off of Highway 169 10 miles southwest of Shakopee.

Scott County Libraries launched extended access at the Jordan library in September 2021, making it accessible to those with a registered library card from the hours of 6 a.m. to 10 p.m. Since its launch, the branch has seen 11,619 extended-hours visitors. The Scott County library system has 1,370 registered users as of June 25.

Meanwhile, Dakota County Libraries launched extended access at the Farmington library early last year, making it accessible to users from 6 a.m. to 11 p.m. County spokesperson Mary Beth Schubert said it started with Farmington because the branch had limited hours and “the need for more access was greatest there.” Since its launch, 2,737 people have registered to access libraries countywide after hours.

Scott County soon began to expand to other branch locations, including to New Prague this past June. Extended hours usage at the New Prague branch soared since it started, doubling from 122 visits in June of 2023 to 255 in May of this year. The New Prague library has the second-highest off-hours visits among Scott County libraries, after the library in Jordan.

Related | North Loop Green brings nature into the ‘concrete jungle’

During a recent four-hour visit to the New Prague library on a Friday afternoon, when it is closed, a MinnPost reporter saw a group of homeschooled children playing with toys in a meeting room, as well as people coming and going to browse books and use computers.

Jennifer A., a New Prague resident who declined to share her last name with MinnPost for privacy reasons, was one of those patrons.

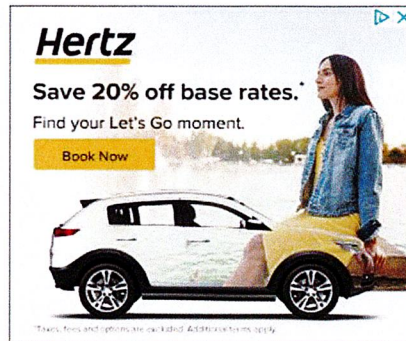


“I don’t have internet access so that’s why I come here,” said Jennifer, adding she has a very old computer.

The initiative costs Scott County \$20,000 per branch annually, which includes software, security measures such as cameras, and staff time. For Dakota County, it spent \$275,000 for security cameras, speakers for automated announcements, building modifications, and software adjustments, and plans to spend \$150,000 annually on energy costs and utilities for all 10 locations.

“Ongoing software costs and staff time to support the process are needed whether we offer this service or not,” Dakota County spokesperson Mary Beth Schubert added.

Despite the lack of staff present off hours, Scott County librarian Kristy Rieger believes the initiative will require more staff, not less.



“Reducing staff would counterintuitively erode both the user experience and the sustainability of SCL’s overall operations. Many SCL, city, and county partners are working behind the scenes to ensure visitors have a great experience, regardless of when they visit the library. Long term, we expect extended access to gradually increase the need for staff, contingent on impacts to basic operations (shelving, item processing, etc.) and community demands for programming,” Rieger said.

How to get extended access

Nine of 10 Dakota County library branches are now accessible for extended hours, with the Galaxie library in Apple Valley joining the roster on July 8. Dakota County expects the Wentworth Branch library in West St. Paul to be accessible sometime in August.

Meanwhile, five of seven Scott County library branches are accessible off-hours, with the addition of the Savage library on July 1. The county expects to make the Prior Lake branch accessible sometime in September.

Scott County library officials have no immediate plans to make its Shakopee branch accessible for extended hours.

“As our largest branch, and our only branch with two floors, the Shakopee Library would likely require extensive and costly facility modifications to safely support extended access. As a result, we felt it best to pause and revisit Shakopee at a later date,” Rieger said, adding they increased staffed hours at Shakopee library in March 2024.

Securing access to a Dakota or Scott County library is relatively simple. A person first needs to have a library card from a [Minnesota regional library system](#), which includes any library in the Twin Cities. They then need to register the library card in-person at a library associated with the system you wish to use after hours. They will also need to bring a state-issued identification card so library staff can verify the person's identity.

Related | Six things you need to know about the Blue Line Extension's expected environmental impacts

After a library card is registered with their system, a person will need to [review](#) a [video](#) about the service, as well as complete an access form. The access form for Dakota County libraries can be [completed online](#), while the access form for Scott County must be completed in-person.



Rieger expects for patrons to obtain extended hours access on the same day they sign up. Indeed, the MinnPost reporter was granted extended hours access at Scott County Libraries the same day they registered their existing Hennepin County library card with the system last November. Meanwhile, Dakota County library officials expect to take one to threefive weeks to process applications for extended access, though the MinnPost writer was able to receive a proximity card to access Dakota County libraries in a little more than a week after registering their Hennepin County library card with Dakota County.

After-hours access elsewhere

In September, Hennepin County libraries converted its Osseo branch library into a self-service branch. Once open three days a week, the library is now open when Osseo City Hall is open.

Marnie Schuster, a Maple Grove resident, found herself visiting the Osseo City Hall to make copies one Monday in July. With the Osseo library open more often, Schuster thinks she may start visiting more.

"It's right by my kids' high school," said Schuster.

Hennepin County Library also allows users to pick up reserved books at the Arvonne Fraser and Ridgedale libraries during certain hours when the library is not open. Holds at these libraries are kept in a separate room and can be accessed by scanning a library card.

Meanwhile, both the Carver County Library and Great River Regional Library systems, the latter serving central Minnesota, are considering following in Dakota and Scott County's footsteps in allowing their patrons to use their libraries during off hours.

For the Great River Regional Library, it has not decided where to start the pilot. Because some of its libraries are located in city facilities, those cities would have to approve the pilot.

"It is too soon for us to name the specific location. We are discussing possible locations and will need city approval in order to move forward," Executive Director Karen Pundsack said in an e-mail.

Libraries in Anoka, Carver and Washington counties, as well as the St. Paul Public Library, have lockers available for those who wish to pick up library materials either outside of library hours or outside of library facilities. For example, Carver County has three such lockers in municipal buildings in Cologne, Mayer, and Victoria, as well as one additional set of lockers at Southwest Transit's Carver Station. The four Carver County lockers combined have a total circulation of 10,317 in 2023.

CORR.

County	Disability Waivers	MSOP	Comp Resto	BH	AIS	Cannabis	Other	Othernote	Total Amt	Levy %
Anoka	\$ 4,690,998	\$ 2,105,826	\$ 538,750	\$ 241,928	\$ 65,050				\$ 7,642,552	5.00%
Benton	\$ 744,872	\$ 600,000		\$ 66,000					\$ 1,410,872	6.00%
Blue Earth	\$ 2,095,000	\$ 535,000	\$ 103,074	\$ 122,000	\$ 58,300		\$ 26,000	STS	\$ 2,913,374	6.00%
Brown	\$ 373,609	\$ 133,316	\$ 37,710	\$ 29,000					\$ 573,635	
Carlton	\$ 555,579	\$ 125,000		\$ 100,000					\$ 780,000	2.26%
Carver	\$ 750,000	\$ 207,422		\$ 12,315			\$ 1,000,000		\$ 3,800,000	5.00%
Cook	\$ 35,958			\$ 11,201					\$ 47,159	1.93%
Crow Wing	\$ 1,300,000	\$ 876,000		\$ 97,000					\$ 2,300,000	5.75%
Dakota	\$ 10,500,000	\$ 360,000	\$ 420,000	\$ 110,000					\$ 11,500,000	7.00%
Douglas									\$ 1,400,000	4.00%
Fillmore	\$ 1,000,000	\$ 1,000	\$ 9,000	\$ 31,500					\$ 1,041,500	8.33%
Goodhue	\$ 1,123,714	\$ 213,306		\$ 191,549	\$ 31,396	\$ 2,114			\$ 156,078	3.45%
Hubbard	\$ 800,000	\$ 170,000		\$ 46,000					\$ 1,100,000	9.00%
Isanti	\$ 944,571	\$ 72,601		\$ 26,540	\$ 35,000				\$ 1,078,712	5.00%
Itasca	\$ 1,535,166			\$ 154,000					\$ 2,250,000	5.50%
Jackson	\$ 423,000	\$ 277,300	\$ 15,500				\$ 9,500	SUD	\$ 725,300	5.30%
Lac qui Parle	\$ 189,564	\$ 28,855		\$ 2,307			\$ 143,234		\$ 220,725	3.02%
Marshall									\$ 220,000	2.60%
Meeker									\$ 600,000	3.50%
Mille Lacs	\$ 631,110	\$ 199,067		\$ 20,000					\$ 850,177	3.50%
Morrison									\$ 1,800,000	7.00%
Mower	\$ 918,446	\$ 515,490		\$ 22,855	\$ 5,900	\$ 100,000			\$ 1,650,000	6.29%
Nicollet	\$ 495,280	\$ 190,222	\$ 50,615	\$ 50,297					\$ 786,414	2.97%
Olmsted	\$ 2,400,000	\$ 1,600,000		\$ 120,000					\$ 4,100,000	3.09%
Pine	\$ 439,713	\$ 133,316							\$ 573,000	
Rice							\$ 218,516			
Scott									\$ 2,620,501	
Sherburne	\$ 2,156,616	\$ 639,918		\$ 65,776		\$ 120,814			\$ 2,983,124	5.00%
Stearns	\$ 4,940,000	\$ 700,000	\$ 250,000	\$ 170,000		\$ 165,620	\$ 4,910,000	dnmc, nursing home workforce standard board, maafpacwda	\$ 11,224,805	11.60%
Stevens	\$ 231,283								\$ 231,283	3.00%
Washington	\$ 2,000,000	\$ 220,000	\$ 300,000	\$ 165,000					\$ 2,700,000	2.00%
Wilkin	\$ 337,502	\$ 28,168		\$ 2,400					\$ 350,000	3.50%
Yellow Medicine	\$ 123,800	\$ 321,938		\$ 20,060					\$ 465,798	3.40%
									\$ 70,095,009	4.83%
									^ Total ^	^ Avg ^
32 Counties responding (Rice not counted)										



Leadership Summit

Wednesday, March 26, 2025

(Lunch on your own)

12:00 - 1:00 p.m.

Registration

Norway Center Lobby

1:00 - 1:30 p.m.

Welcome & Introductions

Norway Ballroom

**Mike Slavik, AMC President
Dakota County Commissioner**



1:30 - 2:45 p.m.

Outperform the Norm

Keynote: Scott Welle

Leadership is not a role; it's a responsibility. It's not a selfie; it's service. It's not just talking the talk; it's walking the walk.

Based on the book, OUTPERFORM for Leaders: Inspiring Peak Performance in an Ever-Changing World, we'll set the stage for what it means to "Outperform" and address the biggest thing that holds people back from playing to their full potential. Let's GO!

2:45 - 3:00 p.m.

Break

3:00 - 4:30 p.m.

Commit to Your Best

The Norm focuses on what they need to DO; Outperformers focus on who they need to BE. Defining this "identity-based behavior" and how you uniquely want to show up in the world is the foundation of Committing to Your Best. This intention proactively sets the tone for the type of leader you are meant to be.

5:00 p.m.

Social Hour

Heritage Room – Main Lodge

6:00 p.m.

Dinner

Heritage Room – Main Lodge

A skills-building
seminar
for county officials
and key staff.

March 26 – 28, 2025
Grand View Lodge, Nisswa

Thursday, March 27, 2025

7:00 - 8:00 a.m.

Breakfast Buffet

Heritage Room – Main Lodge

9:00 - 10:15 a.m.

Show Up Consistently

Do you own the day or does the day own you? Learn to build peak performance routines by utilizing the “Vital 4%”. This strategy alleviates overwhelm, boosts productivity, and is one of the best ways to ensure more best days.

10:15 - 10:30 a.m.

Break

10:30 - 12:00 p.m.

Be Courageous

Nelson Mandela famously said, “Courage is not the absence of fear, but the triumph over it.” In this session, we’ll create your “Alter Ego,” ridding you of imposter syndrome and giving you the confidence and conviction to handle any hard situations that come your way.

12:00 p.m.

Lunch

Heritage Room – Main Lodge

1:15 - 2:45 p.m.

Communicate Effectively

The next level of influence and leadership is not in what you say; it’s in how you say it. Discover the type, timing, tonality and body language that expert communicators use to delegate with empowerment, deal with “difficult” people, and foster a psychologically safe place for others to thrive.

2:45 - 3:00 p.m.

Break

3:00 - 4:30 p.m.

Connect to a Purpose

This session unpacks one of the most powerful motivational forces: your underlying mission or purpose. We all want to be part of something bigger than ourselves and by tapping into a deeper, more meaningful connection to what you actually do, you’ll build “psychological necessity” and make it a must to show up with excellence

5:00 p.m.

Social Hour

Heritage Room – Main Lodge

6:00 p.m.

Dinner

Heritage Room – Main Lodge

Friday, March 28, 2025

7:30 - 8:30 a.m.

Breakfast Buffet

Heritage Room – Main Lodge

9:00 - 10:15 a.m.

Cast a Vision

Norway Ballroom

Where are you going? Are how will the future be brighter, bolder and better when you get there? Answering these two questions with imagery, simplicity and positive “future pacing” casts you as a visionary leader and someone that others will want to follow.

10:15 - 10:30 a.m.

Break

10:30 - 11:30 a.m.

Construct a Game Plan

Norway Ballroom

I once heard that if information was enough, we’d all be skinny, rich and happy :-). In this final session, we’ll take all the information learned and move it to implementation, by constructing an individual game plan that can be put into play IMMEDIATELY. Cheers!

11:30 a.m.

Adjourn

[Lunch on your own]

About Scott Welle

Outperformers are not born; they’re made. We ALL have the capacity to “raise our game,” and Scott Welle has spent more than 15 years helping people do this, personally and professionally. Scott’s 10 bestselling books, articles, videos, podcasts and online programs inspire hundreds of thousands of people worldwide. He has a master’s degree in Sport Psychology, was named the 2021 Midwest Motivational Speaker of the Year and a Top Performance Coach for 2024. For “fun” (and because he’s a little crazy!), he’s completed 34 marathons, 5 Ironman triathlons, a 100-mile ultra marathon, and serves others by showing them how to tap into the mindset of challenging their self-limiting beliefs and aspiring to Outperform every day. Please visit him at ScottWelle.com.





WEEKLY LEGISLATIVE UPDATE

March 3, 2025

Issue No. 8

Anoka | Benton | Blue Earth | Carver | Chisago | Crow Wing | Dakota | Olmsted | Otter Tail | Rice | St. Louis | Scott | Sherburne | Stearns | Washington | Winona | Wright

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HEADLINES

House and Senate both move non-controversial bills off the floor

The House and Senate both passed bipartisan bills last week, moving bills to the other body for the first time this session.

The Senate passed three bills on Thursday, all unanimously. The bills covered the uniform probate code, financial reporting requirements for grain buyers, and modifying window glazing requirements.

The House continued to hear House Republican priorities that lack any DFL support on the floor. Last Monday it considered [HF14](#) from Rep. Kristin Robbins (R-Maple Grove) which would have placed a temporary moratorium on light rail expenditures. On Thursday the House heard [HF21](#), another bill from Rep. Robbins, which would have placed a supermajority requirement from both bodies to extend a peacetime emergency beyond 14 days. Both bills failed to garner the 68 votes needed for passage, so after they failed to pass, they were reconsidered and ultimately laid on the table.

However, the House did pass two bills off the floor last Thursday. [HF289](#) from Rep. Duane Quam (R-Byron) would establish a savings program to encourage state agencies to innovate and identify efficiencies and cost savings. A similar program was in place from 2011-2018. The bill passed unanimously. The House also passed [HF72](#) from Rep. Elliot Engen (R-White Bear Township) which would prohibit any entity or organization, including nonprofits, from making campaign expenditures or spending money for political purposes if it receives state funding. That bill passed 130-3.

Economic Forecast Released this Coming Thursday

On Thursday March 6, MMB will release its economic forecast that will determine the financial picture that the House and Senate will base their budgets on. Since the last economic forecast in December there have been monthly revenue reports showing higher and lower than projected revenues coming into the state. The US economy overall grew at the same rate as had been projected in the final quarter of 2024, according to the Bureau of Economic Analysis. The impact of tariffs that have already gone into place will have on the forecast is not yet clear but could be a negative factor. While any budgets passed by Congress would significantly impact the economic picture in the state, at this point the implications of any new federal laws, cuts to Medicaid or other state assistance, or tax cuts, would be speculative and will not be factored into the state economic forecast on Thursday.

Discussion of federal impacts on state budget ramps up

With the House Budget Resolution in Washington DC calling for \$1.5 trillion in cuts over the next ten years, the discussion of what the federal government might do and its impact on the state budget has started to ramp up. The

Senate Finance Committee held an informational hearing on how much assistance the state receives from the federal government. More information on that hearing is available in the hearing recaps below. A group of 14 Republican State Senators and Representatives signed a letter to the Minnesota congressional delegation, warning that any cuts to Medicaid could have a significant negative impact to the state and rural Minnesota in particular. Congresswoman Betty McCollum (DFL-4th Congressional District) [posted the letter to social media](#). Some other House and Senate Republicans at the state Capitol have noted that no reductions have yet been passed by the U.S. House or Senate, only targets provided to committees, so the state reacting to decisions that have not yet been made may be premature.

News and Notes:

- **Legislature sets deadlines:** On Friday the legislative leaders came to [agreement on legislative deadlines](#). The first and second deadlines will be April 4 at 5:00pm. The third deadline will be April 11 at noon (when Easter/Passover break starts). The third deadline is for committees to act favorably on major appropriation and finance bills, though deadlines do not apply to Ways and Means, Finance, Capital Investment, or the Tax committees.
- **Governor Walz announced he will not run for open US Senate seat:** Governor Walz confirmed that he will not be running for the open US Senate seat now that Tina Smith is not running for re-election. Governor Walz has said he will decide whether or not to run for re-election after the legislative session ends.
- **Speaker Demuth receives national attention:** Speaker Lisa Demuth (R-Cold Spring) was named [Minnesota Woman of the Year](#) by USA Today. She also gave an [interview to Politico](#), discussing the unique nature of this Minnesota legislative session.

TAX & FISCAL POLICY

LAST WEEK

Senate Finance holds informational hearing on federal interactions with state budget: MMB State Budget Director Ahna Minge provided a [presentation to the Senate Finance Committee](#) about the level of funding the state receives from the federal government. (The presentation did not cover the level of federal funding that counties or other local governments receive directly from the federal government.) Federal funds cover about 1/3 of state resources. Medicaid is the largest chunk of federal assistance, with other programs like SNAP, TANF, and Child Care Development Block Grants. After these programs the largest area of federal assistance is Transportation. Director Minge discussed federal funding disruptions that have occurred since the new administration took office. She emphasized that the access is fluid, though many of the disrupted programs are from awards that originated from the Infrastructure and Investment in Jobs Act and the Inflation Reduction Act. No awards have been canceled, the disruptions so far reflect non-payments, partial payments, or delayed payments.

Sen. Sandy Pappas (DFL-Saint Paul) raised concerns about transportation projects being at risk since the amount of investment at the federal level is so high. Director Minge noted that if a budget passed that reduced the federal government spending on Medicaid and shifted those costs to the state of around \$1.2-\$1.6 billion per year but that since no laws have been passed it will not be factored into the forecast. Sen. Rich Draheim (R-Madison Lake) noted that the potential shift to the state was significant and that he had concerns about Governor Walz's proposed cost shifts in his budget to counties across Minnesota. He asked the committee to hold a hearing on the local impact of the Governor's budget and what it would mean for county property taxes.

Senate hears Local Sales Tax General Authorization

Bill: On Wednesday the Senate Tax Committee heard [SF375](#) from Sen. Ann Rest (DFL-New Hope) which would provide limited general authority for counties and cities to go directly to the voters to decide whether their local sales tax proposals go forward, without requiring legislative approval. The eligible projects include community centers, athletic complexes, criminal justice facilities, convention centers, parks, and trails. The cap on any local sales tax passed under the bill would be half of one percent, though county



transportation sales taxes would not count toward the cap. [MICA submitted a letter](#) in favor of the bill. Stearns County manager Michael Williams, who served on the Local Tax Advisory Task Force in 2023, testified in favor of the bill. The committee adopted an amendment removing the requirement that counties would have to share 5% of their local sales tax revenue with any adjacent counties that do not already have their own local sales tax that's been authorized by the legislature via special law and approved by the voters. The committee posted an [updated version of the bill](#) with the amendment incorporated after the hearing.

There was general support voiced by other committee members for the proposal. Much of the discussion of the bill focused on the prevailing wage requirements. The amendment removed the requirement for any projects in the seven-county metro to abide by prevailing wage requirements, with Senator Rest noting that she heard concerns about treating some parts of the state differently than others for the purposes of prevailing wage. The following day in committee Senator Rest said that she will be hosting a meeting soliciting additional input on the bill.

House and Senate Tax Committees hear bill on Data Centers up front sales tax exemption: On Tuesday the Senate Tax Committee heard [SF769](#) from Sen. Grant Hauschild (DFL-Hermantown) which would establish a new category of data centers – large-scale data centers – that meet additional criteria to claim an upfront sales tax exemption rather than waiting for the sales tax refund. On Thursday the House Committee on Taxes heard the companion bill, [HF1277](#) from Rep. Greg Davids (R-Preston). Both committee hearings saw robust testimony both in favor and opposition of the bill. MICA does not have a position on this bill.

House Ways and Means Committee holds discussion on impact of inflation on state budget: On Monday the House Ways and Means committee heard a presentation from non-partisan House staff as well as MMB on how inflation factors into the economic forecast. [House Research went over the history of inflation](#) being included or removed from the economic forecast, including arguments in favor or in opposition. [House Fiscal provided data on the impact of inflation](#) on the current forecast.

The [presentation from MMB](#) made sure lawmakers understood the difference between statutory and discretionary inflation. Some programs already include statutory inflation, like medical assistance or property tax refunds, meaning they automatically increase with inflation under law. Similarly, revenue projections include inflation. Discretionary inflation is what is factored into the economic forecast. If it goes unused by the legislature, it does not go to any programs, it rolls over like any unused surplus would. Without factoring in discretionary inflation, the current biennium budget surplus would be \$1.5 billion instead of \$616 million and the out biennium deficit would be \$3.5 billion rather than \$5.1 billion. Those numbers will change with the February forecast on Thursday, March 6.

Bill Introductions of Interest

- [HF1359](#) (Johnson, W) Solid waste management; dedication to the resource management account increased
- [HF1409](#) (Harder) Qualified relatives expanded for special agricultural homestead

- [HF1680](#) (Davids) Agricultural riparian buffer property tax exemption established, and reimbursement to taxing jurisdictions required
- [SF1957](#) (Nelson) Advanced homestead credit refund for seniors process and credit establishment provision
- [SF2108](#) (Hauschild) Lakeshore land payment establishment modification

THIS WEEK

The economic forecast will be released on Thursday. MMB will give a presentation and the Governor, and DFL & Republican legislative leaders will all be made separately available to provide their reactions. The Senate Tax Committee is not meeting on Tuesday or Thursday this week.

House Committee on Taxes

[Tuesday, March 4](#)

- [HF1277](#) (Davids) Continued discussion of data centers up front sales tax exemption bill
- [HF812](#) (Wiener) - Individual income tax rates modified, and zero bracket provided.
- [HF457](#) (Harder) - Refundable sales and use tax credit proposed for conversion of underutilized buildings, grants in lieu of the credit allowed, credit sunset proposed, and reports required.
- [HF633](#) (Nadeau) - Licensed in-home childcare providers market value exclusion established.

The House tax committee meeting for Wednesday, March 5 is not yet published but they will be hearing the following bills:

- [HF403](#) (Myers) Senior property tax credit established, and money appropriated
- [HF951](#) (Davids) Sales and use tax exemption for telecommunications or pay television services machinery and equipment modified
- [HF859](#) (Baker) Sales and use tax exemption established for food service establishment equipment
- [HF1088](#) (Coulter) Property tax exemption extended for property held for economic development

Senate Tax Committee

[Wednesday, March 5](#)

- [SF1498](#) (Putnam) Definition modification of agricultural land for agricultural property classification
- [SF1633](#) (Hauschild) Class 2c managed forest lands classification eligibility clarification provision

TRANSPORTATION / BONDING

LAST WEEK

House Tax Committee Scrutinizes Changes to Transportation Advancement Account

On Wednesday, the House Committee on Taxes heard [House File 5](#), which repeals the retail delivery fee, removes the fuel tax inflator, and reallocates the proceeds in the Transportation Advancement Account (TAA). After hearing criticisms in the bill's first committee stop from local government groups about the losses to local road funding, chief author Rep. Jim Joy (R-Hawley) promised to keep working to make those accounts whole. Rep. Joy followed through on his promise, offering the [A13 amendment](#) to ensure repealing the retail delivery fee and fuel tax inflator didn't cause reductions to CSAH and MSA accounts or townships and small cities.

To backfill the losses, the amendment doubles the electric vehicle surcharge, dedicating half the proceeds to the TAA; takes \$17 million from the Blue Line LRT allocation; and captures "blackout" license plate revenues and active transportation funding. While these changes keep funding to local governments through the TAA whole, the trunk highway fund and Metro Transit would still experience hundreds of millions in losses per biennium.

Democrats on the committee tore into what Rep. Mike Freiberg (DFL-Golden Valley) described as a “Frankenstein bill.” He chastised the authors for taking away transit options in communities along the Blue Line, while Rep. Cheryl Youakim (DFL-St. Louis Park) shared that indexing the fuel tax should stay on the table since the last time legislators had the courage to pass an increase was in response to the I-35W bridge collapse 17 years ago. DFL lead Rep. Aisha Gomez (DFL-Minneapolis) was outraged that Rep. Joy was wiping out any allocation to metro counties in the TAA, suggesting that if she had proposed the same for greater MN funds, it would be “a major scandal.”

After debate, the bill was passed on a party-line vote and referred back to House Transportation for consideration in the omnibus bill. However, with the strong opposition from House Democrats, it’s unlikely any of these provisions will be accepted when the body likely reverts to a 67-67 tie after the upcoming special election in 40B.

Bill Introductions of Interest

- [SF1872](#) (Jasinski)/HF712 (Koegel) - Allocating MnDOT savings from efficiencies to Corridors of Commerce.
- [SF1972](#) (Fateh)/HF1630 (Sencer-Mura) - Expanding permissible uses of trunk highway funds.
- [SF2032](#) (Dibble) - Increasing the maximum wheelage tax charge to \$35.
- [SF2033](#) (Dibble) - Removing the \$100 threshold for collection of the retail delivery fee.
- [SF2092](#) (Johnson Stewart) - Instituting an electric fuel tax based on kilowatt hours.

To see a list of all the transportation bills MICA is tracking, click [here](#).

THIS WEEK

House Transportation & Finance

Monday, March 3

- [HF192](#) (Burkel) Requirements governing cost participation on trunk highway projects established, and money appropriated.
- [HF268](#) (Koznick) Certain limitations on use of interest or investment income from transportation revenue established.

HEALTH AND HUMAN SERVICES

Highlights/Lowlights of the Week:

Senate Finance: The committee received [a presentation](#) from MMB and DHS regarding federal interactions with the state budget.

The state budget forecast, which will be released on Thursday, March 6, will reflect how much money will be available for the next two-year budget. Lawmakers will start crafting a budget without knowing the impact of funding cuts, tax law changes, tariffs, and other fiscal policies from the federal government. It was noted that about one-third of Minnesota’s budget comes from the federal government, and more than half of those dollars go to MA enrollees. In 2023, MA covered more than 1.4 million low-income Minnesotans per month – or about 25% of the state’s residents. Federal funding also accounts for significant portions of transportation spending, child care subsidies and SNAP benefits. Thus far, Minnesota has received \$22.9 billion in FY25 from the federal government.

In their presentation, MMB and DHS staff acknowledged that the recent congressional budget resolution does not specify which programs to cut; however, they opined that \$880 billion of HHS savings could only be found through reductions to Medicaid. MMB estimates such proposed cuts could cost the state more than \$1 billion a year.

After the hearing, Majority Leader Erin Murphy and other Senate DFL leaders [addressed the press](#) regarding their concerns about the potential Medicaid cuts coming from the federal government.

Child Protection: In recognition of the complexity of Minnesota’s child protection system, counties hosted a “lunch and learn” with Commissioners Rena Moran, Kurt Mortenson and Stacy Hennen providing invaluable leadership and content expertise. If you were unable to attend, the session was recorded [here](#).

Scott County SSIS Demo: On Friday, several folks from Scott County Human Services provided a demonstration for several legislators, including Representatives Carlie Kotyza-Witthuhn, Jess Hanson, and Brad Tabke. They were able to demonstrate how unwieldy the system is, resulting in more staff time inputting data than actually spending time with the families that counties serve. Although the system managed NOT to break down during the visit, it was noted that it was down on Thursday for seven hours. **Thank you, Scott County!**

LAST WEEK

MONDAY

Senate Human Services Committee: The committee reviewed the Priority Admissions Review Panel [Presentation](#) and [Report](#):

Stearns County Commissioner Tarryl Clark, Washington County Attorney Kevin Magnuson, and NAMI Executive Director Sue Abderholden, all members of the Priority Admissions Task Force, testified before the committee. The report includes the following recommendations:

- **Expand access to care:**
 - Fund the addition of a 50-bed facility at AMRTC.
 - It was noted that while this would be a good start, the actual need is 350 beds.
- **Increase MA rates for community and hospital providers.**
- **Increase funding for mobile crisis teams.**
- **Extend the county cost share sunset provision for those deemed MI&D for two years;** during this time, the Legislature would be required to develop DCT and community capacity.
 - Review Panel should continue for two years in order to measure progress and explore additional recommendations.
- **Increase data sharing and transparency:**
 - DCT would be required to publish a publicly accessible dashboard on referral data.
- **Provide basic mental health care in jails:**
 - Collaboration between community mental health centers and CCBHCs to provide outpatient level of mental health care in jails/correctional facilities.
 - Continue and expand DCT’s County Correctional Facility Support Pilot program.
 - Provide long-acting injectable antipsychotic medication and related health care for individuals.
- **Continue Does not Meet Criteria (DNMC) payment relief to counties for clients in certain situations:**
 - When counties have no authority or ability to influence the timeline surrounding discharge of the person from the hospital.



- Authorize DCT to review situations to determine if a downward adjustment to the DNMC charge is appropriate.

House Fraud Prevention and State Agency Oversight Policy: Shireen Gandhi, who has been temporary commissioner at DHS for less than a month, provided a [presentation](#) of what the Department does regarding oversight of licensed day care facilities receiving [Child Care Assistance Program](#) funding and fraud prevention efforts:

- A [Child Care Audits & Investigations Unit](#) was created in 2013. Four investigators have recovered about \$2.4 million since 2020; an average of five cases per year have been referred to law enforcement for criminal investigation since 2021; and the Department has stopped payments to 79 providers since 2021.
- The [Governor's budget proposal](#) includes \$7.24 million (FY26-27) "to better detect, prevent and address fraud, waste and abuse in human service programs." Additional investigative staffing for the Department's program integrity oversight operations is sought to better investigate fraud. Commissioner Gandhi stated that for every dollar spent on an investigator, the average return on investment is \$1.89.

The Governor's proposal recommends better sharing of investigative data across agencies; expanding authority to immediately suspend a program license if a controlling individual (not just the license holder) is criminally charged with fraud or theft; and expanded authority for payment withholds and program suspensions. [Current statute](#) allows the Department to use payment withholds if there is a credible allegation of fraud and a pending investigation.

Senate Judiciary and Public Safety: [SF856](#) (Gustafson) would **create an Office of the Inspector General**. Under the proposal, the Inspector General would conduct inspections, evaluations, and investigations of state agencies and programs to identify fraud, waste, abuse, and inefficiencies; make recommendations for changes to programs for improving effectiveness and efficiency; and protect the integrity of the use of state funds. The bill passed and was referred to the Education Finance Committee. [Summary](#)

House Health: In 2024, the **Legislature appropriated \$24 million to struggling ambulance providers**. Several bills were heard in an effort to prevent further loss to an industry that at times is being reimbursed at less than 25 cents on the dollar for transporting patients. All were laid over for possible inclusion in the committee's omnibus bill:

- [HF337](#) (Zelevnikar) would establish an ambulance operating deficit grant program for ambulance services operating outside the seven-county metro area, Rochester, and Duluth. Specific challenges for rural services include having larger areas to cover, fewer paid runs to support overhead costs, a higher percentage of reimbursements from Medicare and Medicaid, and heavier reliance on volunteers.
- [HF93](#) (Backer) would appropriate \$1.5 million in FY26-27 for an ambulance service training and staffing grant program.
- [HF94](#) (Backer) would modify reimbursement requirements for ambulance attendant education costs.
- [HF715](#) (Backer) would increase MA payment rates for ambulance services; effective January 1, 2026.
- [HF36](#) (Huot) would increase **payment rates for nonemergency medical transportation**.

TUESDAY

House Workforce and Labor: [HF661](#) (Hicks) would appropriate **\$1.5 million (FY26-27) to DEED for a grant to "Bridges to Healthcare"** to provide career education, wraparound support services, and job skills training in high-demand health care fields to low-income parents, nonnative speakers of English, and other hard-to-train individuals, and helping families build secure pathways out of poverty, while also addressing workforce shortages. The bill was laid over for possible inclusion in the committee's omnibus bill.

House Education Finance: [HF1](#) (Anderson, Patti) would **establish an Office of the Inspector General (OIG) in the legislative branch**. The Legislative Audit Commission would oversee both the OIG and the Office of the Legislative Auditor (OLA) and ensure that the work of these offices is complementary, not duplicative. The OIG would investigate and combat fraud, misuse, and other unlawful uses of public funds in state government and perform enhanced legislative oversight of state grantmaking. The bill would abolish existing executive branch duties pertaining to the identification and investigation of fraud and other unlawful uses of public funds and transfer them to the new OIG. The OIG would embed staff within seven state agencies, develop and maintain a fraud reporting website and hotline, conduct investigations, and report suspected fraud to law enforcement. The bill passed and was referred to Judiciary.

WEDNESDAY

House Human Services:

- A **health care evaluation is an in-person evaluation to develop, update or review an MA recipient's plan of care for home care services – with the exception of PCA services**. However, MA does not cover the evaluation itself. [HF729](#) (Noor) would have said evaluations be a covered service under MA home care services, home health agency services, and home care nursing services. Rep. Mohamud Noor (DFL-Minneapolis) noted that his proposal will save State resources for individuals who can be cared at home - rather than in institutional settings.
- [HF728](#) (Hicks) would **modify home and community-based services standards for out-of-home respite care services for children**.

Both bills were laid over for possible omnibus bill inclusion.

Senate Health and Human Services:

- [SF1402](#) (Wiklund) would **modify payment rates under MA for physician and professional services, hospital inpatient services, obstetric and gynecologic services, behavioral health services, and primary care services**. Would adjust hospital payment rates for inpatient behavioral health services; increase minimum payments for physician and professional services to at least 100% of the Medicare rate; create a single statewide reimbursement rate for behavioral health home services; and repeal Minn. Stat., section 256B.0625, subdivision 38, relating to different payments for mental health services provided by certain professionals with varying education levels.

[The bill](#) would impose an assessment on health plan companies based on the number of MA and non-MA enrollees in the companies' health plans. Revenue collected from the assessment would be deposited in the Health Care Access Fund and used as supplemental nonfederal funds for the MA program. The bill passed and was referred to Senate Taxes.

The following bills were all laid over for possible inclusion in the committee's omnibus bill:

- [SF1561](#) (Mann) would establish mental health grant programs; make modifications to mental health provider qualifications; require DHS to establish a psychiatric residential treatment facilities working group; increase rates for in-home children's mental health services; and appropriate money to various mental health grant programs and for recruitment of respite care providers. **Supported by hospitals, the proposal is intended to address children being "boarded" in hospitals. As introduced, it contained language relating to MnCHOICES. Senator Mann removed that provision by amendment, stating that those provisions would be moving in a separate bill.** [SF-1561-Bill-Summary-A-2.pdf](#)
- [SF928](#) (Mann) would **amend the definition of "child" within the Children's Mental Health Act** to allow providers serving persons 18 years of age or older and under 21 years of age who receive children's mental health targeted case management services, to be paid the children's rate for services, rather than the adult rate. [SF-928-Bill-Summary-A-1.pdf](#)

- [SF477](#) (Boldon) would **modify certain mental health provider requirements, including for mental health case managers and case management associates.** [SF-477-Bill-Summary-A-2.pdf](#)
- [SF8](#) (Boldon) would **provide MA coverage for a Psychiatric Collaborative Care Model.** [Bill-Summary-SF-8-February-2025.pdf](#)

House Health:

- [HF129](#) (Repinski) would require the **director of child sex trafficking prevention to submit a program evaluation** each odd-numbered year to the Legislature. The bill passed and was sent to the House floor.
- [HF958](#) (Nadeau) would **provide MA coverage of a Psychiatric Collaborative Care Model.** The bill passed and was referred to the Human Services Committee.

The following bills were laid over for possible inclusion in the committee's omnibus bill:

- [HF953](#) (West) would require **pediatric primary care providers**, at an infant's first well-baby visit after birth, to provide the infant's parents or primary caregivers with materials on the **signs of physical abuse in infants and how to report suspected physical abuse of infants.**
- [HF981](#) (Bierman) would appropriate \$500,000 each fiscal year from the General Fund to MDH for a grant to the organization "Change the Outcome" to provide **learning opportunities on the dangers of opioid use in middle schools, high schools, and Minnesota communities**; instruction on prevention strategies, personal risk, and recognizing overdoses; information on emerging drug trends; and access to resources.

House Children and Families:

- [HF1346](#) (Nash) is intended to standardize some of the training for **mandatory reporters of child maltreatment or abuse.** Would require at least half of the training time to be spent on identifying signs of child maltreatment or abuse, including the definition of each type of maltreatment. Would require DCYF to create training with input from professionals who have specialized knowledge related to child maltreatment. The bill passed and was referred to Human Services.

The following bills were laid over for possible inclusion in the committee's omnibus bill:

- [HF1169](#) (Nelson) would require DCYF to partner with local social services agencies and consult with Minnesota's Tribal governments to develop a plan to **streamline and reduce child protection case paperwork.** Specifies that the plan must include a summary of proposed changes, a timeline, and procedures for soliciting ongoing input on implementation.
- [HF1276](#) (Hicks) would **increase the alternate preschool entry rate for children under the age of six to the full amount the child would be eligible to receive under foster care assistance, for children in the care of a relative or placed under the placement preferences of the Minnesota Indian Family Preservation Act (MIFPA).** [Summary](#)

Senate Human Services:

- [SF554](#) (Abeler) would require MDH to **establish a single grant to expand and strengthen the community care hub model in Minnesota by organizing and supporting a network of health and social care service providers to address health-related social needs.**
- [SF815](#) (Fateh) would **amend the PCA and CFSS enhanced rate provider qualifications** by providing for an additional training option.

Both were laid over for possible inclusion in the committee's omnibus bill.

- [SF683](#) (Utke) would establish an **Intellectual and Developmental Disabilities Legislative Commission; would prohibit DHS from modifying day services and DEED from modifying prevocational rehabilitation services.** [The](#)

[bill](#) passed and was referred to State and Local Government; it was noted that it will be returned to Human Services for possible omnibus bill inclusion.

THURSDAY

House Human Services: [HF1419](#) (Schomacker) **would modify nursing facility payment rates and elderly waiver payment rates** by requiring DHS to annually update base wages, component rates, and the payroll taxes and benefits factor. [The bill](#) was laid over for possible inclusion in the committee's omnibus bill.

Senate Commerce:

- [SF1481](#) (Pappas) would require retailers to display signage warning about **the dangers of mercury-containing skin-lightening products**. Failing to secure the necessary votes to advance, [the bill](#) was laid over.
- [SF826](#) (Draheim) would **exclude paint and pastels containing cadmium from the prohibition of distributing covered products that contain certain amounts of lead and cadmium**. [The bill](#) passed and was referred to the Environment Committee.

Bill Introductions of Interest:

Senate:

- [SF1786](#) (Maye Quade) **Relative foster care licensing, training, and background study requirements** modifications provision, MFIP modifications provision, and appropriation
- [SF1803](#) (Mohamed) Licensed graduate social workers temporarily engaging in clinical practice without supervision if providing crisis response services and to provide treatment supervision to individuals on crisis teams authorization provision
- [SF1811](#) (Kupec) Occupational therapy services, occupational therapists, and occupational assistants addition to mental health uniform service standards, mental health services, and children's mental health grants provision
- [SF1835](#) (Pappas) **Grants appropriation to provide legal representation for children in need of protection or services and children in out-of-home placement**
- [SF1841](#) (Anderson) **Judicial review of maltreatment occurring outside of Minnesota** authorization provision and local welfare agency responsibility for assessing of investigating alleged child maltreatment occurring outside of Minnesota provision
- [SF1898](#) (Kunesh) **Fiscal analysis of the child welfare system requirement**
- [SF1920](#) (Dibble) Provisions modification relating to guardians
- [SF1952](#) (Mann) Students with mental illness requirements modifications provision, Department of Education approved mental health instruction requirement provision, youth sports program mental illness and suicide prevention training provision, and restrictive procedures statewide plan requirements modifications provision
- [SF1953](#) (Mann) Mental illness definition modification provision, medical assistance transportation reimbursement rates modification modifications provision, children at risk of bipolar disorder grant program establishment provision, and children's first episode of psychosis program appropriation
- [SF2149](#) (McEwan) **would repeal rules and statute regarding subminimum wage rates for workers with disabilities**

House:

- [HF1342](#) (Zelevnikar) Unrelated individual providing child care to two families exempted from licensure
- [HF1346](#) (Nash) **Training requirements modified for mandatory reporters**
- [HF1348](#) (Curran) Community first services and supports requirements for support workers modified to qualify for an enhanced rate

- [HF1367](#) (Pinto) **Judicial review of child maltreatment occurring outside of Minnesota** allowed, local welfare agency responsibility for assessing or investigating alleged maltreatment occurring outside of state provided
- [HF1419](#) (Schomacker) **Elderly waiver rates** and nursing facility reimbursement rates modified
- [HF1424](#) (Hanson, J) **Relative foster care licensing, training, and background study requirements** modified; Minnesota family investment program modified; and money appropriated
- [HF1477](#) (Nadeau) Residential program licensing requirements modified
- [HF1499](#) (Coulter) Modernization of family child care regulations modified
- [HF1502](#) (Reyer) **Presumptive disability determination process established for medical assistance eligibility.**
- [HF1593](#) (Murphy) **Local government noncompliance with unfunded mandates allowed**
- [HF1604](#) (Virnig) **School attendance mandated to a local welfare agency**, habitual truant definition modified, and money appropriated for grants to fund child welfare response efforts
- [HF1614](#) (Kraft) **Child in need of protection or services definition modified** to clarify when a child is considered to be without the special care made necessary by a physical, mental, or emotional condition.
- [HF1671](#) (Pinto) **would repeal rules and statute regarding subminimum wage rates for workers with disabilities**

THIS WEEK

House Fraud Prevention and State Agency Oversight Policy

[Monday, March 3](#)

- Department of Employment and Economic Development (DEED) overview of DEED grant programs.
 - Matt Varilek, Commissioner – Department of Employment and Economic Development

House Health Finance and Policy

[Monday, March 3](#)

- Updates and Budget Presentations from the Health-Related Licensing Boards

Senate Human Services

[Monday, March 3](#)

- [SF1062](#) (Hoffman) Direct support professional certification pilot project establishment
- [SF1418](#) (Hoffman) Direct support professionals council establishment and appropriation
- [SF1826](#) (Abeler) Payment rates establishment for certain substance use disorder treatment services
- [SF1827](#) (Abeler) Substance use disorder treatment provisions modification
- [SF1966](#) (Abeler) Timelines modification for filing medical claims after recoupment

House Human Services

[Tuesday, March 4](#)

- MN Health Care Programs Fee-for Service Outpatient Service Rate Study Presentation
[MN Health Care Programs Fee-for-Service Outpatient Services Rate Study](#)
 - Kristy Graume, Legislative Director, DHS
 - Diogo Reis, Health Improvement and Benefit Design Division
- [HF1005](#) (Bierman) Medical assistance rate adjustments established for physician professional services, residential service rates increased, and statewide reimbursement rate for behavioral health home services required.

House State Government Finance and Policy

[Tuesday, March 4](#)

- [HF10](#) (Schultz) State-funded services prohibited to undocumented noncitizens, and undocumented noncitizens made ineligible for MinnesotaCare and the North Star Promise scholarship program

Senate Education Finance

Tuesday, March 4

- Department of Children, Youth, and Families Update

Senate Health and Human Services

Tuesday, March 4

- [SF1861](#) (Hauschild) Certain hospital swing beds licensing conditions modifications
- [SF164](#) (Weber) Public postsecondary institutions maintenance of a supply of opiate antagonists on system campuses requirement
- [SF1173](#) (Kupec) Persons on probation or parole access to certain mental health services authorization
- [SF143](#) (Boldon) Medical assistance coverage of prescription drugs in cases of cost-effective health coverage clarification
- [SF1175](#) (Boldon) **Presumptive disability determination process for medical assistance** eligibility establishment
- [SF1858](#) (Mann) **Healthy eating, here at home program** transfer to the Department of Health provision, fresh bucks pilot program establishment, and appropriation
- [SF1599](#) (Wiklund) Emergency mental health services provisions modifications, mobile crisis intervention co-payments, coinsurance and deductibles elimination provision, and appropriation

House Children and Families

Tuesday, March 4

- [HF1](#) (Anderson, PE) **Office of the Inspector General** established
- [HF1384](#) (Kotyza-Witthuhn) Individual income tax; dependent care credit expanded, and Great Start child care credit established.

House Education Policy

Tuesday, March 4

- [HF514](#) (Bakeberg) Kindergarten through grade 3 student dismissal limitations modified
- [HF1052](#) (Bakeberg) Student discipline provisions modified
- [HF1436](#) (Bakeberg) Student discipline provisions modified

House Human Services

Wednesday, March 5

- **DCYF Presentation**
 - Jennifer Sommerfeld, Government Relations Director, Department of Children, Youth and Families
- [HF1346](#) (Nash) **Training requirements modified for mandatory reporters.**
- [HF1245](#) (Clardy) Licensing violation actions against chapter 245D providers modified, and reports required.

House Workforce, Labor, and Rural Development

Wednesday, March 5

- [HF23](#) (Robbins) Whistleblower definitions provided, and whistleblower protections for public employees modified

Senate Health and Human Services

Wednesday, March 5

TBA

Senate Taxes

Wednesday, March 5

- [SF1028](#) (Rarick) Fire protection and emergency medical services special taxing districts establishment, fire protection and emergency medical service aid provision, and appropriation

Senate Education Policy

[Wednesday, March 5](#)

- [SF256](#) (Hoffman) Service animal support in school allowance
- [SF1667](#) (Hoffman) Developmental delay age limit working group establishment provision
[SF1667-Hoffman-Bill-Summary-1.pdf](#)
[scs1667a-2.pdf](#)

House Health

[Wednesday, March 5](#)

- [HF1501](#) (Murphy) Minnesota Rare Disease Advisory Council funding provided, and money appropriated
- [HF22](#) (Gillman) Parent's bill of rights created. (Pending Rereferral)
- [HF89](#) (Bahner) Physician assistant collaborative agreement requirements modified

House Children and Families

[Wednesday, March 5](#)

- **Presentation from DHS on Child care regulation modernization project**

Senate Human Services

[Wednesday, March 5](#)

- [SF792](#) (Hauschild) Boundary Waters Care Center grant appropriation
- [SF1810](#) (Rasmusson) **Certain disability waiver services out-of-state billing permissibility** clarification provision
- [SF1146](#) (Mohamed) Chapter 245D providers licensing violation actions provisions modifications
- [SF1479](#) (Maye Quade) Direct Care and Treatment executive board appropriation for planning a build out of a locked psychiatric residential treatment facility

Senate Health and Human Services

[Thursday, March 6](#)

TBA

Senate Housing and Homelessness Prevention

[Thursday, March 6](#)

- [SF1511](#) (Boldon) Family homeless prevention and assistance program appropriation
- [SF1895](#) (Mohamed) High-rise sprinkler system grant program modification
- [SF1652](#) (Abeler) Certain low-income rental projects receiving low-income housing tax credits rent increase limitation provision

ENVIRONMENT

LAST WEEK

On Tuesday, **the House Energy Committee** heard [HF249](#) (Rep. Spencer Igo, R-Wabana Township), as amended by the [A1 amendment](#), which clarifies that combusting wood waste products counts toward Minnesota's carbon-free energy standard. In his opening remarks, Rep. Igo commented that due to the spread of emerald ash borer (EAB), the state is producing large amounts of wood waste and there is currently a lack of market for how to use this waste, leading to much of it ending up in landfills. The bill was specifically drafted to avoid trees being cut down just to burn for energy. [A bill summary is linked here.](#)

There was significant testimony submitted both for and against the bill. The [Minnesota Timber Producers Association](#), [Minnesota Forest Resources Council](#), [Itasca County](#) and [Minnesota Forest Industries](#) all submitted testimony in support. [Fresh Energy](#) and [The Nature Conservancy](#) submitted testimony outlining some concerns, and [Minnesota Center for Environmental Advocacy](#) and the [Partnership for Policy Integrity](#) submitted testimony outright opposing the bill. Clean Up the River Environment also testified against the bill.

Rep. Igo, in response to member questions, clarified that this bill is meant to create a market for woody biomass products, but also address the amount of wood waste being sent to landfills or rotting in forests. Rep. Katie Jones (DFL-Minneapolis) seemed open to allowing EAB waste to be burned for energy, but had concerns about what would happen when that waste product runs out. **The bill was placed on the General Register on a party-line voice vote.**

In the House Environment Committee, they discussed [HF1218](#) (Heintzeman), which allocates \$103 million from the Environment and Natural Resources Trust Fund (ENRTF) to support conservation, research and community projects across Minnesota. Key projects include \$5.167 million for the Ramsey/Washington Recycling & Energy anaerobic digester project in Scott County, research on chronic wasting disease (CWD), PFAS contamination and microplastics, and a University of Minnesota project on road salt pollution mitigation. LCCMR Director Becca Nash explained the competitive selection process, where 124 projects were chosen from 214 proposals requesting \$183 million. She also noted a recent constitutional amendment increasing ENRTF funding for community grants. Here you can find a [summary](#) for LCCMR recommendations for FY 2026. **The bill passed the committee and was re-referred to the Ways and Means Committee.**

On Thursday, **the House Energy Committee** [heard HF1040](#) (Scott), which proposes a recycling program for wind and solar infrastructure by adding an assessment fee and banning landfill disposal of these materials. Testifiers included MPCA Assistant Commissioner Kirk Koudelka, who supported expanding recycling efforts, while clean energy industry representatives cautioned that the bill could increase costs and slow renewable energy growth. [A bill summary is linked here.](#)

During the discussion, Rep. Peggy Scott (R-Andover) offered a vocal amendment, making technical adjustments to the bill. The committee had mixed reactions, with some supporting a landfill ban, while others suggested aligning the bill with MPCA recommendations. After the amendment was adopted, **HF 1040 was referred to the House Environment and Natural Resources Committee.**

Also on Thursday, **the House Environment and Natural Resources Committee** heard [HF28](#) (Mekeland), which would allow for an alternative urban areawide review (AUAR) to be conducted by local governments for large data center projects. [A bill summary is linked here.](#) The committee adopted the [A4 amendment](#), which makes changes based on technical assistance from the Minnesota Environment Quality Board (EQB). Catherine Neuschler, executive director of the EQB, explained the amendment changes and answered clarifying questions from Rep. Peter Fischer (DFL-Maplewood).

There was significant testimony for and against the bill, with support coming from officials in the city of Becker and labor unions, and opposition from a number of environmental groups. Rep. Sydney Jordan (DFL-Minneapolis) asked about the difference between AUARs and the normal environmental review process, what other types of projects receive AUARs, if the public comment process is the same as for an environmental impact statement (EIS), and how water and energy usage impacts are evaluated. Rep. Rick Hansen (DFL-South St. Paul) asked if this bill could apply to other data center projects, not just the one in Becker, and nonpartisan staff clarified it could. Rep. Peter Fischer (DFL-Maplewood) expressed major concerns around the amount of water used by these facilities, and moved to lay the bill on the table, which failed on a party line vote.

Chair Josh Heintzeman (R-Nisswa) said he was glad to have additional conversations about water usage as he also feels that's important. Given the lack of fiscal note, as attested to by the EQB, Chair Heintzeman changed his earlier motion and instead **moved to re-refer the bill to the General Register**. The bill passed out of committee on a 7-6, party line vote.

Finally, on Thursday the Senate Environment, Climate and Legacy Committee heard presentations from the [Department of Natural Resources \(DNR\)](#) and [Minnesota Pollution Control Agency \(MPCA\)](#) on the Governor's budget recommendations. MPCA Commissioner Katrina Kessler highlighted permitting reform, sustainable aviation fuel, e-waste and battery project stewardship, and an operating increase as the priorities for this year. The commissioner also highlighted the initiative to manage wasted food to decrease pressures on landfills.

Sen. Steve Green (R-Fosston) asked questions about increased costs and appropriations. He also spoke in favor of keeping landfills open, citing counties that would need to ship waste for hundreds of miles. Sen. Jen McEwen (DFL-Duluth) asked about recent federal funding freezes; the MPCA spoke about climate projects that have had federal funding frozen. In response to questions, the commissioner elaborated on the product stewardship proposal. Producers of said waste would pay a fee, which would be collected for recycling and disposal activities. The agency would act as a pass-through entity.

Of note, **the House Capital Investment Committee** has begun holding hearings on local projects, with initial agendas packed with local government requests to update wastewater treatment infrastructure.

Bill Introductions of Interest

- [HF1352](#) (Witte) Solid waste management; definition of residential generator modified.
- [HF1359](#) (Johnson, W.) Solid waste management; dedication to the resource management account increased. *Companion: [SF1082](#)*
- [HF1362](#) (Heintzeman) Reporting requirements for certain environmental reviews modified.
- [HF1364](#) (Heintzeman) Local road wetland replacement program funding provided, bonds issued, and money appropriated. *Companion: [SF1281](#)*
- [HF1370](#) (Heintzeman) State agency and project funding provided from the clean water and parks and trails funds, and money appropriated. *Companion: [SF1447](#)*
- [HF1426](#) (McDonald) Stewardship program for circuit boards, batteries, and electrical products established; mercury in batteries prohibited; rulemaking authorized; and money appropriated. *Companion: [SF1690](#)*
- [HF1430](#) (Bahner) Well disclosure certificates modified, fee established, and money appropriated. *Companion: [SF1769](#)*
- [SF1769](#) (Hoffman) Requirements modification for well disclosures certificates. *Companion: [HF1430](#)*
- [HF1457](#) (Dippel) Construction of schools near former landfills prohibited. *Companions: [SF1979](#)*
- [SF1979](#) (Rarick) School construction near former landfills prohibition. *Companion: [HF1457](#)*
- [HF1473](#) (Momanyi-Hiltsley) Hennepin County; recycling recovery facility appropriation modified. *Companion: [SF1250](#)*
- [HF1482](#) (Hansen, R.) Money appropriated from the environment and natural resources trust fund, and prior appropriations modified. *Companion: [SF506](#)*
- [HF1486](#) (Jordan) Certain chemicals in packaging prohibited. *Companion: [SF1380](#)*
- [HF1524](#) (Harder) Agriculture grant program established to promote certain nutrient management practices, and money appropriated. *Companion: [SF1840](#)*
- [SF1840](#) (Kupec) Grant program appropriation to promote certain nutrient management practices. *Companion: [HF1524](#)*
- [HF1593](#) (Murphy) Local government noncompliance with unfunded mandates allowed. *Companion: [SF1582](#)*

- [SF1753](#) (Kreun) Agriculture best management practices loan program transferal.
- [SF1831](#) (Kupec) County agricultural inspector grants appropriation. *Companion:* [HF39](#)

You can track all relevant environment bills [here](#) as they are introduced. If the bill has had a hearing, our team's notes on testimony and member discussion will be included.

THIS WEEK

House Environment and Natural Resources

[Tuesday, March 4](#)

- [HF81](#) (Heintzeman) - Off-highway vehicles, snowmobiles and electric-assisted bicycles exempted from prohibitions on PFAS in certain juvenile products.
- [HF1627](#) (Heintzeman) - Commercial and industrial products exempted from PFAS restrictions, and PFAS reporting requirements modified.
- [HF1382](#) (Heintzeman) - Obsolete provisions related to Environmental Quality Board removed.
- [HF1362](#) (Heintzeman) - Reporting requirements for certain environmental reviews modified.

House Legacy Finance

[Wednesday, March 5](#)

- [HF1250](#) (Burkel) Outdoor heritage fund; leveraging of certain land for federal grant funds provided, and money appropriated.

Senate Education Policy

[Monday, March 3](#)

- [SF1979](#) (Rarick) School construction near former landfills prohibition

Senate Energy, Utilities, Environment and Climate

[Monday, March 3](#)

- Minnesota Climate Innovation Finance Authority (MnCIFA) [overview](#)

Senate Environment, Climate and Legacy

[Tuesday, March 4](#)

- *We've been told that the chair intends to hear legacy bills on Tuesdays, and environment bills on Thursdays—so don't be surprised if we don't often share agendas for Tuesday hearings.*

[Thursday, March 6](#)

- [SF1346](#) (Boldon) - Brady Aune and Joseph Anderson Safety Act
- [SF1690](#) (Kupec) - Stewardship program establishment for circuit boards, batteries and electrical products **MICA will submit written testimony in support of this bill**
- [SF1751](#) (Johnson Stewart) - Recommendations of Aggregate Resources Task Force implementation

Senate Finance

[Tuesday, March 4](#)

- [SF0506](#) (Hawj) - Environmental and natural resources trust fund appropriation

Senate Taxes

[Wednesday, March 5](#)

- [SF1269](#) (Draskowski) - Minnesota agricultural water quality certification program credit for certain acres establishment and appropriation

LAST WEEK

House Workforce & Labor committee continues discussion with the Department of Employment & Economic Development (DEED) on implementation of Paid Leave law: On Monday, the House Workforce committee continued to discuss questions around paid leave. Rep. Dave Baker (R-Willmar) did not comment on whether the committee would hear bills repealing the law altogether, noting that the committee already passed the one year delay from [HF11](#). There was some discussion of the employer/employee premium rate split. Rep. Ben Bakeberg (R-Jordan) asked DEED Deputy Commissioner Evan Rowe about whether it was a mandatory split or negotiated separately by each entity. Rowe said that the law doesn't go into detail on collective bargaining or contracts and that DEED doesn't know the impact of how those items will be bargained and that they may vary from entity to entity. Rep. Cedrick Frazier (DFL-New Hope) said he viewed the law as very clear, that employers must pay at least 50% of the premium but that a higher contribution could be negotiated from there.

House Elections & Government Operations passes bill that would modify Met Council and hears bill on VOTER account: On Wednesday the House Elections and Government Operations committee heard [HF1329](#) from Rep. Jon Koznick (R-Lakeville) which would make numerous changes to Met Council governance. The bill would stagger the terms of members serving on the council so they do not coincide with the Governor. It would change the appointees by having a nominating committee appoint them, the nominating committee would include three members from the Governor, five from Metro Cities, and seven from AMC, one from each county in the seven-county metro. Rep. Koznick said that this approach is preferred to an elected Met Council because it would create a "mini-legislature" with too much power and would create more accountability than the current system. The bill was passed and was referred to the House floor.

At the same hearing the committee also heard [HF977](#) from Rep. Mike Freiberg (DFL-Golden Valley) which would increase the appropriation by \$2.5 million in each of FY 26 and 27 for the Voter Operations, Technology, and Resource Account. Michael Stahlberger from Blue Earth County testified in favor of the bill, noting that the voter fund allows counties to roll dollars from one year to the next in order to make larger purchases. Secretary of State Simon also testified in favor of the bill. Rep. Freiberg noted that the amount in the bill was likely to be larger than the target the committee receives but that the proposal is scalable. The bill was laid over.

[HF1253](#) (Davis) was also heard. The bill would make numerous changes, including moving the deadline for submitting absentee ballots in person from the current (and fairly new) 8:00pm deadline back to 3:00pm on election day. Crow Wing county Administrative Services Director Jory Danielson testified in favor of the bill to support more timely reporting of results. Rep. Ben Davis (R-Merrifield) praised Crow Wing County as "the gold standard in elections administration." The bill advanced to the floor on a party line vote.



House State Government committee hears bill that would provide cybersecurity grants to local governments: On Thursday Rep. Kristin Bahner (DFL-Maple Grove) presented [HF140](#) which would establish a \$20 million state-funded county and city cybersecurity grant program. The committee [adopted an A1 amendment](#) which would allow townships over 5,000 to also be eligible for grants under the account. The bill was laid over.

Senate Elections hears from Secretary of State on election security and hears VOTER account bill: On Thursday the [Secretary of State presented to the committee](#) on elections security and impact on potential federal budget cuts to

Minnesota elections. The presentation focused on the importance of the Cybersecurity Infrastructure Security Agency (CISA) which allows for information sharing between state and local election officials and was established in 2018. It also provides clearance to certain Secretary of State employees to occasional security briefings from the federal government on potential threats to elections. The Secretary noted that elections related personnel from CISA have been placed on leave and that they will know more after a March 6 expedited evaluation of all election related services. The [Secretary shared a letter from the National Association of Secretaries of State](#) that was shared with the Department of Homeland Security Secretary Kristi Noem, which emphasized the effectiveness and bipartisan support of CISA. It is unclear what the result of the evaluation will be.

The committee also heard [SF1430](#) (Carlson) which increases the appropriation to the VOTER account by \$2.5 million in each of FY 26 and 27. **Olmsted County Commissioner Michelle Rossman** testified in favor of the bill, emphasizing that the account allows the county to make needed technological improvements and be a good steward of taxpayer dollars.



Bill Introductions of Interest

- [SF1937](#) (McEwen) Augmentation of deferred annuities restoral for members who left public employment before January 1, 2019
- [SF1986](#) (Kupec) Unreduced early retirement annuity for probation agency employees authorization; probation agency employee contributions increase authorization
- [SF2024](#) (Carlson) Counties authorization to establish pools of election judges by random selection
- [SF2142](#) (Nelson) Local governments authorization to prohibit the sale of certain cannabis products
- [HF1475](#) (Gordon) Abolishing the Metropolitan Council and transferring duties
- [HF1478](#) (Freiberg) Priority criteria for public land survey system monument grant program
- [HF1542](#) (Schultz) Employer participation in earned sick and safe time benefits made permissive
- [HF1593](#) (Murphy) Local government noncompliance with unfunded mandates allowed
- [HF1664](#) (Quam) Ballot board activity required to be livestreamed
- [HF1731](#) (Engen) Local governmental units authorized to opt out of the Metropolitan Council regulatory jurisdiction

THIS WEEK

Very few committees have scheduled their standing committee times for Thursday, those are expected to become public soon.

House Elections Finance and Government Operations

[Monday, March 3](#)

- [HF484](#) (Mekeland) Natural gas hookup ban prohibited in residential construction.
- [HF483](#) (Lawrence) Political subdivision bans prohibited on natural gas or propane service to any building.
- [HF1447](#) (Quam) Disclosure of contributors who contribute less than \$200 who live outside the area represented by the candidate required.
- [HF1496](#) (Quam) Voter verification required before mail delivery of an absentee ballot.
- [HF554](#) (Quam) Counties and cities required to have written procedures that are available to the public.

MICA and many local government associations are voicing their opposition to HF554. They [submitted a combined letter to the committee](#).

House Ways and Means

Monday, March 3

- [HF11](#) (Baker) Minnesota Paid Leave Law implementation delayed by one year.

CORRECTIONS & PUBLIC SAFETY

LAST WEEK

Senate Judiciary and Public Safety Committee

[Monday, February 24](#)

- [SF856](#) (Gustafson) Office of the Inspector General creation and appropriation

[Wednesday, February 26](#)

- [SF325](#) (Koran) - Peace officer exclusion from discipline for inclusion on the Brady-Giglio lists; Brady-Giglio lists examination task force establishment *(Informational Only)*[\SF599](#) (Seeberger) - Brady-Giglio designation for peace officers provision *(Informational Only)*
- [SF1813](#) (Westlin) - Brady-Giglio lists prosecuting agencies guidelines and process provision *(Informational Only)*

House Public Safety Finance and Policy Committee

[Tuesday, February 25](#)

- [HF963](#) (Rarick) – Commissioner of corrections authorized to revoke earned incentive credits granted under Minnesota Rehabilitation and Reinvestment Act.
- [HF533](#) (Bliss) – Earned incentive release credit exclusions expanded.
- [HF435](#) (Franson) – Commissioner of corrections required to house only biological female inmates at the Minnesota Correctional Facility-Shakopee.

[Wednesday, February 26](#)

- [HF924](#) (Nash) – Certain retired peace officers authorized to possess firearms in the Capitol complex.
- [HF284](#) (Heintzeman) – Information collected and scope of background check conducted expanded for noncitizen permit to carry applicants.
- [HF13](#) (Bliss) – Duty to retreat before using reasonable force in defense of self or others eliminated.

Bill Introductions of Interest

- [HF1353](#) (Novotny) A bill for an act relating to corrections; clarifying responsibilities of Department of Corrections licensed facilities
- [HF1398](#) (Witte) A bill for an act relating to public safety; providing for local correctional officers in Peace Officers Discipline Procedures Act
- [HF1411](#) (Altendorf) A bill for an act relating to business organizations; establishing a Bail Abatement Nonprofit Exclusion (BANE) Act
- [HF1466](#) (Allen) A bill for an act relating to public safety; expanding the list of persons ineligible under the Minnesota Rehabilitation and Reinvestment Act
- [HF1601](#) (Hussein) A bill for an act relating to public safety; authorizing local governmental units to prohibit or restrict the possession of dangerous weapons, ammunition, or explosives in local government-owned or leased buildings and land
- [HF1628](#) (Finke) A bill for an act relating to public safety; limiting segregated housing in Minnesota jails and prisons; prohibiting solitary confinement

- [HF1684](#) (Witte) A bill for an act relating to corrections; directing the commissioner of corrections to issue a grant to a qualified nongovernmental organization to provide inmates and justice-impacted individuals with virtue-based education grounded in core correctional practices, mentoring, support services, and employment services; appropriating money.

THIS WEEK

Senate Judiciary and Public Safety Committee

Monday, March 3

- [SF190](#) (Gustafson) Sports official assault enhanced penalties establishment
- [SF662](#) (Gustafson) Civil cause of action establishment for the nonconsensual removal of a condom
- [SF281](#) (Lang) Coercion crime that causes great bodily harm or death of the victim criminal penalty enhancement provision
- [SF319](#) (Koran) Crime of altering controlled substances with fentanyl penalty establishment
- [SF794](#) (Limmer) Government Data Practices Act violation of the Official Records Act penalties and remedies extension provision
- [SF1373](#) (Limmer) Driver's license suspension expansion to include all cases where a person is believed to have committed vehicular homicide or criminal vehicular operation; peace officer reporting in all cases where a person is believed to have committed criminal vehicular homicide or criminal vehicular operation
- [SF1374](#) (Limmer) Minimum fines and penalty enhancement for violations of driving without a valid license authorization
- [SF1329](#) (Seeberger) Criminal penalty increase for assaulting a firefighter, EMS personnel or certain health providers

Wednesday, March 5

- [SF852](#) (Oumou Verbeten) Grants appropriation for certain organizations providing direct services and advocacy for victims
- [SF914](#) (Oumou Verbeten) State Board of Civil Legal Aid appropriation
- [SF631](#) (Anderson) Period of time that a criminal investigation is active regarding investigative data modification
- [SF664](#) (Anderson) Definition of endangered expansion for purposes of the missing and endangered persons program
- [SF679](#) (Seeberger) Mental health services and outdoor activities for law enforcement officers, firefighters, and emergency services personnel
- [SF1580](#) (Pappas) Violence prevention project research center appropriation
- [SF1835](#) (Pappas) Grants appropriation to provide legal representation for children in need of protection or services and children in out-of-home placement
- [SF543](#) (Westlin) Minnesota Family Resiliency Partnership funding increase and reallocation of fee revenue
- [SF734](#) (Westlin) Supplemental nonprofit security grants appropriation

House Public Safety Finance and Policy Committee

Tuesday, March 4

- [HF135](#) (Myers) Consecutive sentences required for assaults committed by certain inmates of local facilities. [HF7](#) (Novotny) Public safety; various public safety provisions modified related to data held by law enforcement agencies, agency custody notice requirements, mandatory minimum sentences, stays of adjudication, the Minnesota Sentencing Guidelines Commission, legislative approval of Sentencing Guidelines, dismissing of charges, liability and vicarious liability, crime for trespass recruiting or educating, assaulting a police officer, fleeing in a motor vehicle, stolen motor vehicles, obstructing traffic, tracking devices, criminal penalties, and money appropriated.
- [HF327](#) (Engen) Penalty for introducing contraband into a correctional facility increased.

- [HF1399](#) (Witte) Commissioner of corrections required to maintain a supply of opiate antagonists to administer to persons who overdose in correctional facilities, and commissioner required to provide training to employees on how to administer opiate antagonists.
- [HF1410](#) (Witte) Local correctional officers provided in Peace Officers Discipline Procedures Act.
- [HF538](#) (Stier) Use of deadly force by peace officer to protect person from apparent death modified.

Wednesday, March 5

- [HF767](#) (Hudson) - Arson directed at a political organization or motivated by a political purpose penalty enhanced.
- [HF764](#) (Hudson) - Arson in the first degree statute of limitations eliminated.
- [HF765](#) (Hudson) - Aggravated sentences required for violent offenders, consecutive sentences required for violent offenders, offenders required to serve the entire announced sentence in custody.
- [HF1401](#) (Witte) - Definition of endangered expanded for purposes of the missing and endangered persons program.
- [HF1354](#) (Moller) - Scope of video made available by Bureau of Criminal Apprehension limited for officer-involved death investigations.

COMBINED HEARING SCHEDULES

[Next 7 Days Combined Hearing Schedule](#)

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Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

Creating efficiency that improves timely service delivery to beneficiaries and supports a reduction in staff costs

March 2025

Contact

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Health & Human Services Director

bdahl@co.scott.mn.us

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Jake Grussing

Transformation & Enterprise Services Director

jgrussing@co.scott.mn.us

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Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

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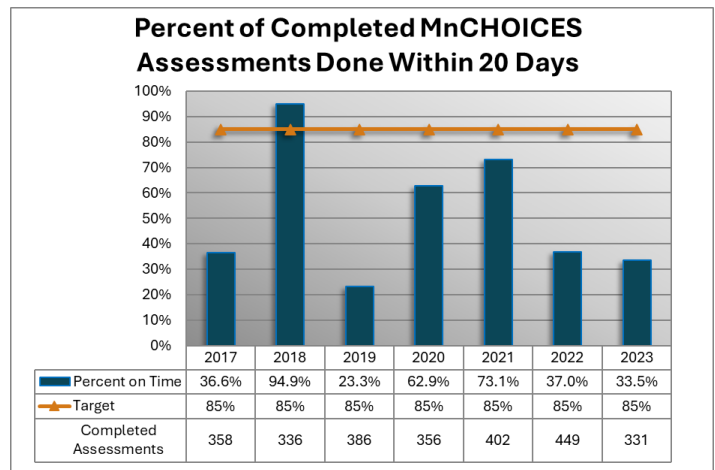
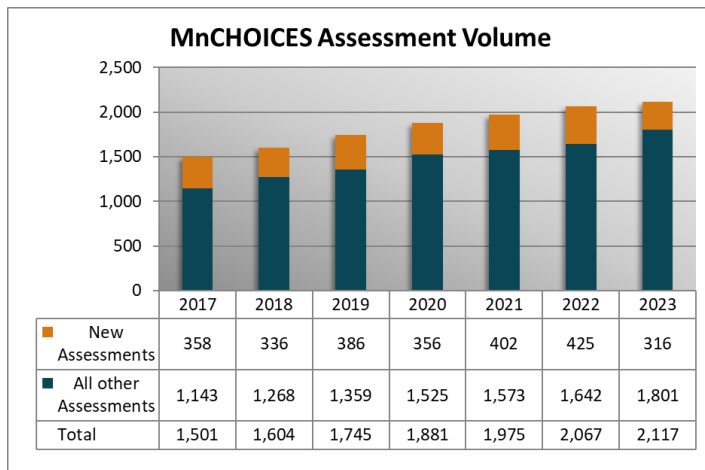


Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

Issue

State Medicaid agencies are required to develop and manage a comprehensive assessment tool that is used to determine and reestablish waiver eligibility, including level of care. In Minnesota, county-level assessors meet with individuals and use a tool (MnCHOICES) to gather information about assessed needs and determine eligibility. Following the initial evaluation, each older adult and individual with a disability who accesses home or community-based services is required to be reevaluated at least annually.

Increasing demand for home and community-based services and the annual reevaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.



Many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs. According to a 2024 survey in Scott County, MN, **90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years**, upon request, or when there is a significant change in condition.

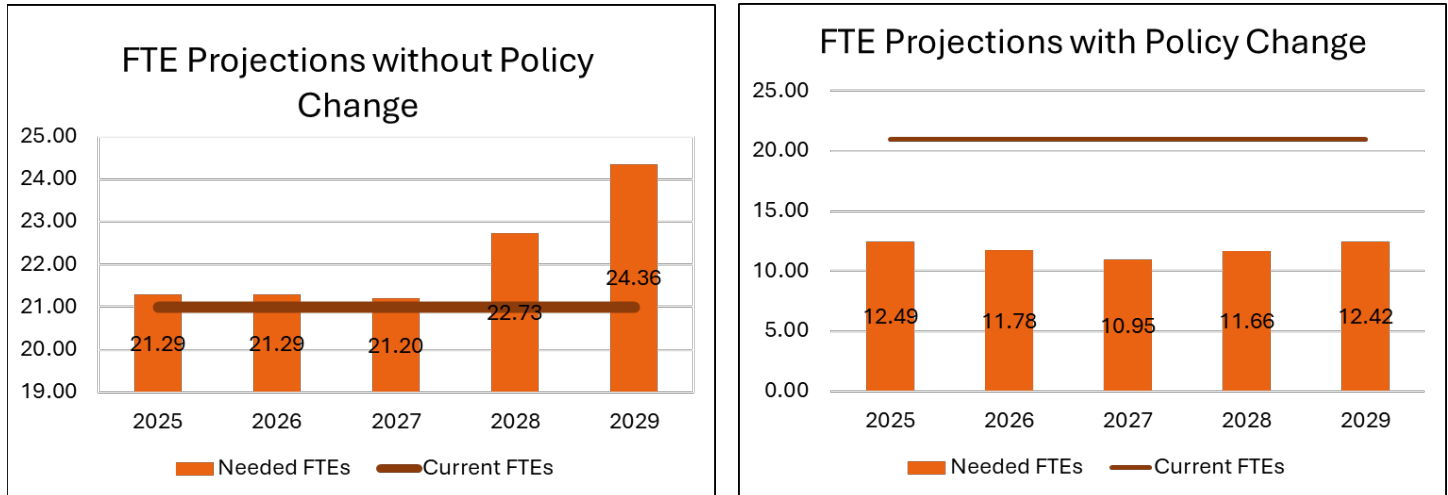
Policy Solution

Amend federal requirements to reduce the frequency of reevaluations to occur every three years, upon request, or when there is a significant change in the person's condition.

Further research is required to determine the full scope of regulatory amendments needed to support the policy solution across CMS Guidelines, Medicaid Program Guidelines, Access Final Rule, etc.

Scott County Workforce Impacts

With reduced reevaluation requirements to every three years, upon request, or when there is a significant change in condition, counties can allocate resources more effectively, reducing the workforce for conducting reevaluations by up to 50%, focusing on critical areas that require immediate attention such as initial evaluations, which will result in beneficiaries accessing essential home or community-based services without delay.



Regulatory Areas Possibly Requiring Modification

Medicaid Program Guidelines

- **1915(c) Waivers** and **1915(c) Waiver Technical Guide** should be amended to allow longer intervals between assessments for individuals with stable conditions.
- **1915(i) State Plan HCBS** should be amended to allow states to set their own reassessment schedules.
- **Community First Choice (CFC) Option (1915(k))** should be amended to allow longer intervals between assessments for individuals with stable conditions.

Medicaid Access Rule

- **42 CFR § 441.301, § 441.302, and § 441.365** should be amended to explicitly allow extended reassessment intervals for individuals with stable conditions or upon request.
- **Access Monitoring** requirements should be amended to accommodate less frequent evaluations while ensuring access remains adequate.

CMS Sub-regulatory Guidance (FAQs, State Medicaid Director Letters (SMDLs), and Informational Bulletins)

- **Guidance on Reassessments:** CMS could issue updated guidance allowing states to determine reassessment frequency for individuals with stable conditions.

Affordable Care Act (ACA) Provisions

- **42 CFR Part 438** (Managed Care) and **42 CFR Part 440** (State Plan Services) include provisions for assessment frequency to occur not less than every 12 months. Language should be amended to align with extended evaluation intervals.

Older Americans Act (OAA) Coordination

- **45 CFR Part 1321** governs programs for older adults, including coordination with Medicaid HCBS, and defines frequency of assessment at least once each fiscal year. Language should be amended to align with extended evaluation intervals.

Reduce Frequency of Reevaluations for Home and Community-Based Services (HCBS)

42 CFR §441.302(c)(2) requires an initial evaluation and reevaluation to occur, at least annually, of each older adult and individual with a disability who accesses home or community-based services. (See also 42 CFR §441.303(c)(4) and 1915(c).) Increasing demand for home and community-based services and the annual reevaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.

Scott County, MN, through NACo, supports amendments to the federal requirements to reduce the frequency of reevaluations to occur only every three years, upon request, or when there is a significant change in the person's condition.

The role of evaluations for home or community-based services is crucial in ensuring that older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options, whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

According to a 2024 survey in Scott County, MN, 90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations by almost 50%, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay. Without this change, counties will be required to continue increasing the workforce to meet the federal requirements.

With reduced reevaluation requirements to every three years, upon request, or when there is a significant change in condition, counties can allocate resources more effectively, reducing the workforce for conducting evaluations by almost 50%, focusing on critical areas that require immediate attention such as initial evaluations, which will result in beneficiaries accessing essential home or community-based services without delay.

145

February 27, 2025

The Honorable Brad Finstad
United States House of Representatives
2418 Rayburn HOB
Washington, DC 20515

The Honorable Ilhan Omar
United States House of Representatives
1730 Longworth HOB
Washington, DC 20515

The Honorable Amy Klobuchar
United States Senate
425 Dirksen Senate Office Building
Washington, DC 20510

The Honorable Angie Craig
United States House of Representatives
2052 Rayburn HOB
Washington, DC 20515

The Honorable Tom Emmer
United States House of Representatives
326 Cannon HOB
Washington, DC 20515

The Honorable Tina Smith
United State Senate
720 Hart Senate Office Building
Washington, DC 20510

The Honorable Kelly Morrison
United States House of Representatives
1205 Longworth HOB
Washington, DC 20515

The Honorable Michelle Fischbach
United States House of Representatives
2229 Rayburn HOB
Washington, DC 20515

The Honorable Betty McCollum
United States House of Representatives
2426 Rayburn HOB
Washington, DC 20515

The Honorable Pete Stauber
United States House of Representatives
145 Cannon HOB
Washington, DC 20515

RE: Support Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Dear Members of the Minnesota Congressional Delegation:

On behalf of the Association of Minnesota Counties (AMC) and the Minnesota Association of County Social Service Administrators (MACSSA), **we are writing to express our full support for amending federal requirements to reduce the frequency of Home and Community-Based Services (HCBS) reevaluations.** We propose that these reevaluations occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations, and ensure beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

Evaluations for HCBS are crucial in ensuring that older adults and individuals with disabilities receive appropriate support. However, many beneficiaries experience stable conditions with minimal changes annually, making annual reevaluations unnecessary. This demand for evaluations has led to longer waiting periods and delayed access to essential services.

Reducing the reevaluation frequency would:

- Ease the burden on families and individuals with stable conditions.
- Reduce the anticipated increased workforce needed for conducting evaluations.
- Allow counties to focus on initial evaluations.
- Ensure timely access to services.

Families across Minnesota face extraordinary wait times for needed services. We believe this policy change is critical to serving older adults and individuals with disabilities effectively. We ask for your support and thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Mike Slavik". The signature is fluid and cursive, with the first name "Mike" being more prominent than the last name "Slavik".

Mike Slavik, Dakota County Commissioner
President, Association of Minnesota Counties

A handwritten signature in black ink that reads "Angela Youngerberg". The signature is fluid and cursive, with the first name "Angela" being more prominent than the last name "Youngerberg".

Angela Youngerberg, Blue Earth County Human Services
Director of Business Operations
*President, Minnesota Association of County Social Service
Administrators (MACSSA)*

February 19, 2025

RE: Support Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Dear Members of the Minnesota Congressional Delegation:

On behalf of Anoka County, specifically our Human Services Division, we write to express full support for amending federal requirements to reduce the frequency of HCBS reevaluations to occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change which will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations, and—most importantly—ensure that beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

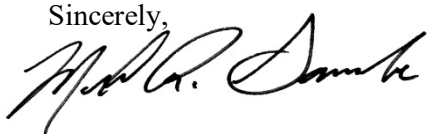
As you likely know, the role of evaluations for home or community-based services is crucial in ensuring that older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options, whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. In 2024 Anoka County received 1,783 new MnCHOICES assessment referrals and completed 4,845 reassessments for a total of 6,608. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

According to a 2024 survey in one of our Minnesota metro counties, 90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay.

Families in Anoka County and across Minnesota are experiencing extraordinary wait times and delays to accessing needed services. We believe this policy change is critical to our ability to serve older adults and individuals with a disability effectively. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,



Mike Gamache, Chair
Anoka County Board of Commissioners



Jim Dickinson
Anoka County Administrator



OUR MISSION: QUALITY PUBLIC SERVICE

February 18, 2025



Commissioner Barb Weckman

Scott County

200 4th Ave W

Shakopee, Mn 55379

Commissioner Weckman:

The Benton County Board supports amendments to the federal requirements to reduce the frequency of MnChoices to occur only every three years, upon request, or when there is a significant change in the persons condition. By changing the minimum re-assessments to be once every three years instead of every year, counties can allocate resources more effectively, allowing for focus on critical areas that require immediate attention, such as initial assessments.

Sincerely,

Edward Popp, Board Chair

CC: Barb Dahl (MH)
Lezlie V.

County Board:
Scott Johnson, District 1
Ed Popp, District 2
Steve Heinen, District 3
Jared Gapinski, District 4
Pam Benoit, District 5

531 Dewey Street
P.O. Box 129
Foley, MN 56329
Benton County's Website:
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Chicago County Budget and Finance
March 12, 2025

Benton County is an Equal Opportunity Employer



BLUE EARTH COUNTY

*Effectively and Efficiently
Delivering Essential Services*

www.blueearthcountymn.gov

COMMISSIONERS

District 1 Patty O' Connor
District 2 Vance Stuehrenberg
District 3 Mark Piepho
District 4 Kevin Paap
District 5 Kip Bruender

February 18, 2025

RE: Simplified Reassessments for Home and Community Based Services (HCBS)

Blue Earth County is in full support of amending federal requirements to reduce the frequency of HCBS reevaluations to occur every three years, upon request, or when there is significant change in an individual's condition. Minnesota counties have attempted to work with the State of Minnesota on this change, but the State has been reluctant to pursue a change in the requirements by citing federal law §1915(c). HCBS Waivers requires that the level of care must be re-evaluated no less frequently than annually. They state the full reassessment is necessary for confirmation that the individual continues to require the level of care specified in the waiver.

Counties support a change in federal requirements that would allow counties to allocate resources more effectively and lead to a significant reduction of reassessments which would in turn ensure that beneficiaries can access services without delay. A simplified process would support informed choices for individuals utilizing services, help counties meet statutory timelines and ease the workload on this piece of the workload to prioritize in other places within the system.

Counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. We expect this increased demand to continue to rise as we look ahead to the changing demographics within our communities. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce to meet the requirements for ongoing annual evaluations of current beneficiaries.

Blue Earth County continues to see pressure on caseloads, and we believe this policy change is critical to our ability to serve older adults and individuals with a disability effectively. The current system is not efficient and by supporting a change we believe this population can be served much more efficiently and effectively.

Sincerely,

Kip Bruender, Board Chair
Blue Earth County

Historic Courthouse

204 S. Fifth St.
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Property and Environmental Resources

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License Center

PO Box 3524
TEL: 507-304-4340
FAX: 507-304-4396

Veterans Services

PO Box 168
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FAX: 507-304-4225

Finance

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TEL: 507-304-4182
FAX: 507-304-4077

Information Technology

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FAX: 507-304-4355

Public Works

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PO Box 3083
Mankato, MN 56002
TEL: 507-304-4025
FAX: 507-304-4049

Justice Center

401 Carver Road
Mankato, MN 56001

Sheriff's Office

PO Box 228
TEL: 507-304-4800
FAX: 507-304-4818

County Attorney

PO Box 3129
TEL: 507-304-4600
FAX: 507-304-4620

Probation

PO Box 3245
TEL: 507-304-4750
FAX: 507-304-4710

Library

100 E. Main St.
Mankato, MN 56001
TEL: 507-304-4001
FAX: 507-304-4009

www.beclibrary.org
TDD: 507-304-4399



LEGISLATIVE PRIORITIES

2025

“

Where the future embraces the past in keeping Carver County a great place to live, work, and play for a lifetime.

MnCHOICES: REDUCE THE FREQUENCY OF REASSESSMENTS

BACKGROUND

What is MnCHOICES? A person-centered assessment to help people with long-term or chronic-care needs make care decisions and select support and service options to remain safely in their home or community-based living facility.

We need to simplify the assessment process. For many years, the State of Minnesota has attempted to revise the assessment tool that determines service and support eligibility for persons with disabilities or related conditions or older adults (those ages 65+). As the tool moved from a paper document to an electronic assessment (version 1.0) and now to version 2.0, it has become clear that assessments are cumbersome, difficult for assessors to use, fraught with system issues, and are taking significantly longer to complete, creating a **multi-month wait list** in almost all Minnesota counties for initial assessments (12 months in Carver).

These lengthy assessments are challenging and time-consuming for residents to participate in and at times require multiple visits from the assessor. When a consumer is stable, doesn't want, and doesn't need an annual reassessment, they should be allowed the choice to reduce the frequency of receiving a reassessment and delay their reassessment for up to three years. Knowing that if a change in condition occurs, an assessment can be requested and completed at any time.

THIS CHANGE WOULD:

1. Provide relief to individuals and families who sit through lengthy unnecessary reassessments
2. Enable MnCHOICES assessors to divert their time to be more responsive to initial assessment requests thus reducing the current wait list
3. Address County workforce issues by slowing the need to add additional FTEs to complete this work.

REQUESTED POSITION

- Support state legislation directing Minnesota Department of Human Services (MN-DHS) to seek all necessary federal authority (pursue a federal demonstration waiver) through Centers for Medicare and Medicaid Services (CMS) to simplify the MnCHOICES reassessment process
- Support state legislation allowing for the frequency reduction of MnCHOICES reassessments and update of Minnesota Statute §256B.0911 accordingly
- Support state legislation to sunset the County cost share for MnCHOICES administration and revert the 50 percent state share back to the state to share equally with the federal government



DISTRICT 1 – JIM SWENSON
DISTRICT 2 – RICK GREENE
DISTRICT 3 – MARLYS DUNNE
DISTRICT 4 – BEN MONTZKA
DISTRICT 5 – DAN DAHLBERG

February 20, 2025

Subject: MnCHOICE Assessments

Honorable Minnesota Representatives,

As you are aware, the MnCHOICES Assessment is an online application used by all counties in Minnesota to determine eligibility for long-term services and support for individuals in their home and in their communities. Chisago County, like many Minnesota counties, is experiencing an increased demand for assessments and support planning for people with disabilities and seniors. Due to the current demand level our clients are waiting weeks, sometimes months, without support services while they wait to be scheduled for their initial assessment.

Unfortunately, Chisago County must balance those needing access to programs with those already open to waivers who need an annual assessment. We propose developing a shorter, less time intensive process for reassessments to review and determine if the individual's situation is stable and unchanged. If there is no change, and the person agrees, the focus would be on a support plan and reauthorization of services for the next plan year.

Assessments are time-consuming for individuals to complete and may require multiple visits from a MnCHOICE assessor. Individuals should be allowed the choice to reduce frequency of receiving a reassessment for up to three years or if a change in condition occurs an assessment can be requested and completed at any time. This change could help address increasing workforce challenges by allowing staff to be utilized in other capacities based on the impact of reduced reevaluation frequency.

We respectfully request your attention to this important matter. Thank you for collaboration and commitment to Minnesota.

Sincerely,

Dan Dahlberg
Chair, Chisago County Board of Commissioner

MnCHOICES Reassessment Process Improvement



VI-2025

Briefly:

MnCHOICES is a gateway to critical services for seniors and people with disabilities. Counties, which administer this state program, need a more efficient reassessment process to better serve existing clients and erase a backlog of applications.

MnCHOICES assessment and support planning are important for seniors and individuals with disabilities who need home and community-based services. The assessment process ensures informed choice and program eligibility and allows for conversations about cost-effective options to meet an individual's needs. It's a valuable process, especially when a person's conditions require services.

Once on a waiver program, individuals have case managers who help them navigate the process. Some individuals have stable conditions with no significant functional changes from year to year, but they are still required to complete an annual assessment.

Like other counties, Dakota County is experiencing increased demand for new MnCHOICES assessments and support planning. This creates an extended wait time before individuals receive their initial assessment. As a result, the county may not meet state requirements for the assessments simply because of the demand and the complicated, lengthy process.

Dakota County must balance initial assessments with individuals already on waivers who need annual reassessments. Assessments are also used for several programs unrelated to waivers, including personal care attendant or Community First Services and Supports services.

There are ways to improve this time-consuming and complex process, but state law changes are needed.

Completing a MnCHOICES reassessment takes 1.5 hours for the assessment and another six hours to complete the process. Seven to eight hours to complete an assessment is excessive if the individual's situation has not changed. This lengthy process can be traumatizing to the individual and their family. It also contributes to overall program delays. Dakota County currently has a backlog of assessment requests and receives 200 more per month than can be completed on time.

To address this, Dakota County proposes that the Legislature require a full assessment every 2 to 3 years, rather than annually, unless the individual's condition has changed or an assessment is requested sooner. This would reduce the time needed to complete assessments and allow social services staff to catch up on the backlog and better serve residents.

While an annual reassessment must be done according to federal requirements, something other than the current process could meet those requirements.

Dakota County recommends the following legislative actions:

- Create a shorter and more efficient MnCHOICES reassessment process if an individual's condition is stable and unchanged.
- Change the annual comprehensive reassessment requirement to once every two or three years, or sooner if there is a significant change in an individual's condition.

Contact

Marti Fischbach

Community Services Director
Marti.Fischbach@co.dakota.mn.us

651-554-6560

Heidi Welsch

County Manager
Heidi.Welsch@co.dakota.mn.us

651-438-4590



February 19, 2025

RE: Home and Community-based Services Reassessment Flexibility

Dear members of the Minnesota Congressional Delegation:

Olmsted County joins the Association of Minnesota Counties to urge your support for federal action to modernize Medicaid regulations governing reassessment requirements for Home and Community-based Services (HCBS) waivers. The current requirement for annual reassessments under 42 CFR § 441.302 places unnecessary burdens on individuals, counties, and providers while failing to enhance service quality or outcomes.

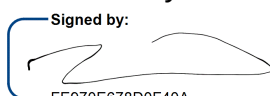
Minnesota counties propose a more flexible reassessment schedule of once every two to three years, upon request, or when there is a significant change in the individual's condition. This change would allow for a more person-centered approach while ensuring that resources are focused on those most in need.

The MnCHOICES assessment is Minnesota's tool for determining eligibility and service planning for individuals receiving long-term care under Medicaid-funded programs. Currently, federal regulations require reassessments at least annually, regardless of whether the individual's condition has changed or if they request a review.

This one-size-fits-all approach leads to redundant administrative work, delays in service delivery, and increased frustration among recipients and caregivers. Many individuals with stable conditions do not require annual assessments, yet counties must conduct them, diverting resources from those with more pressing needs.

Olmsted and counties across Minnesota urge your support for these changes at the federal level that will have significant impacts to better serve our communities. Thank you for your consideration and please do not hesitate to contact me if you have questions or would like further information.

Sincerely,

Signed by:


2/20/2025 | 8:29 AM CST

Mark Thein

mark.thein@olmstedcounty.gov

Chair, Olmsted County Board of Commissioners



February 25, 2025

RE: Support for Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Dear Members of the Minnesota Congressional Delegation,

On behalf of Otter Tail County, this letter is written to express Otter Tail County's full support for amending federal requirements to reduce the frequency of HCBS reevaluations. We propose reducing the frequency to once every three years, upon request, or when there is a significant change in a person's condition or need. This policy change will allow counties to allocate resources more effectively, including the workforce for completing evaluations, and—most importantly—ensure that people can access essential HCBS without delay. Thank you for your leadership in this effort.

As you likely know, evaluations for HCBS are crucial in ensuring that older adults and people with disabilities who have long-term and chronic care needs receive the appropriate support and services. These evaluations assist people in making informed decisions about their care options, whether they choose to remain in their homes, move to a residential service setting, or reside in senior living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many people experience stable conditions with minimal or no functional changes annually. In these circumstances, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Counties face continually increasing demand from older adults and people with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential HCBS and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to HCBS and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of people currently receiving services. On average, initial evaluations take 14 hours to complete and annual re-evaluations take 8-10 hours.

According to a 2024 survey in Scott County, MN, 90% of people receiving HCBS and their families would prefer to reduce the frequency of reevaluation to once every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier and more efficient for people whose condition does not change and their families. It would also reduce the workforce needed for completing evaluations, allow counties to be more responsive in other areas such as initial evaluations, and enable people to access HCBS without delay.

Families in Otter Tail County and across Minnesota are experiencing wait times and delays in accessing needed services. This policy change is critical to serve older adults and people with disabilities effectively. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

Wayne Johnson
Chair, Otter Tail County Board of Commissioners



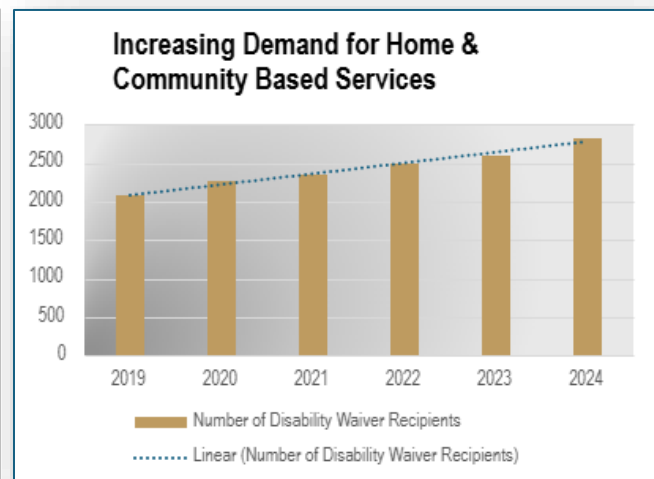
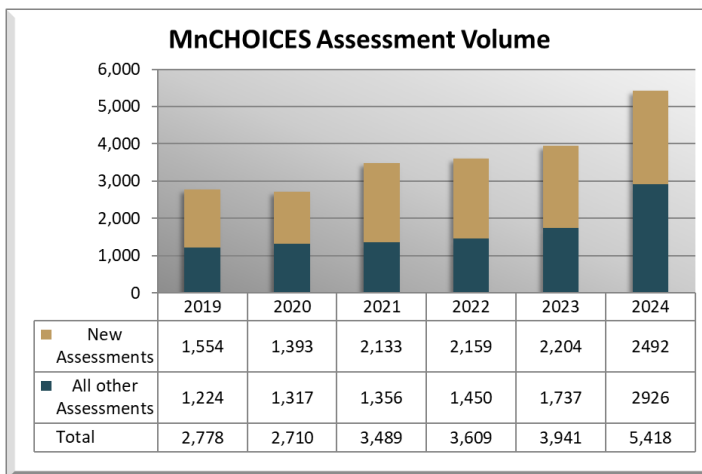


Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services: a Greater Minnesota Perspective

Issue

State Medicaid agencies are required to develop and manage a comprehensive assessment tool that is used to determine and reestablish waiver eligibility, including level of care. In Minnesota, county-level assessors meet with individuals and use a tool (MnCHOICES) to gather information about assessed needs and determine eligibility. Following the initial evaluation, each older adult and individual with a disability who accesses home or community-based services is required to be reevaluated at least annually.

Increasing demand for home and community-based services and the annual reevaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.

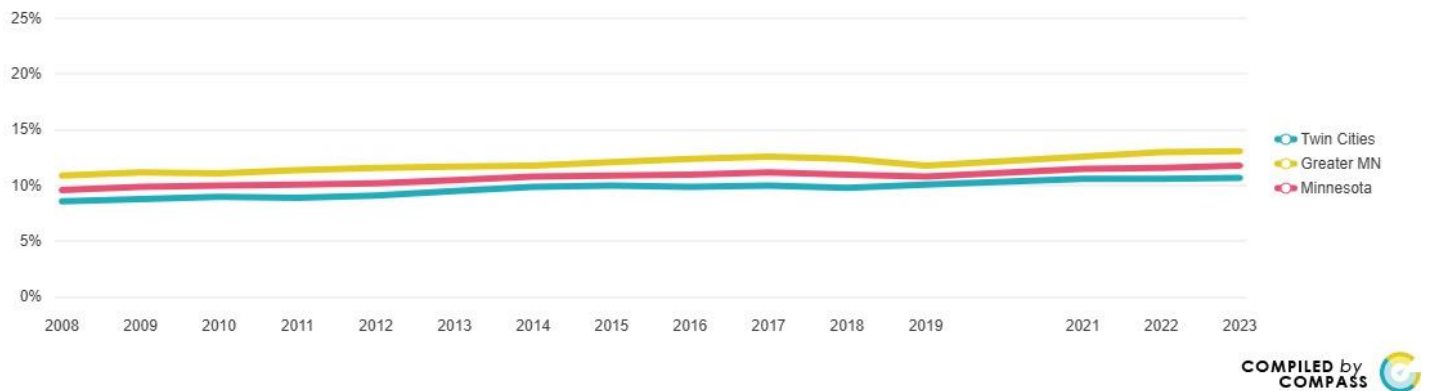


Greater MN Perspective

- Increasing demand for home and community-based services driven by an aging population and a growth in percentage of the population with disabilities ([Population by disability | MN Compass](#)); increase in need for memory care.
- Intensive labor challenges directly impact availability of services especially in community (transportation, in home supports); results in delays in accessing services or necessitates moving to other settings to receive appropriate care.
- St. Louis County has been required by the State of Minnesota to develop 1- and 2- bed sites to serve gaps in the care continuum that are currently unaddressed; this is unsustainable with the current workforce and often serving people from other parts of the state.
- In summary, people experience extensive waiting lists for assessment and services.

Individuals with a disability

Twin Cities 7-county region, Greater MN, and Minnesota, 2008-2023



St. Louis County Workforce Impacts

St. Louis County faces challenges to recruiting and retaining staff like community providers. St. Louis County has added positions to meet the increased initial assessment demands. The reassessment volume has been significant and the county has not added staff to address this. Prioritization will shift resources between these demands results in delays for people. In addition assesment and Medical Assistance timelines do not align resulting in further complications. St. Louis County is not meeting the 20 day timeline for completing the in-person visit required as part of the assessment.

With reduced reevaluation requirements to every three years, upon request, or when there is a significant change in condition, counties can allocate resources more effectively, reducing the workforce for conducting reevaluations, focusing on critical areas that require immediate attention such as initial evaluations, which will result in beneficiaries accessing essential home or community-based services without delay. This is also responsive to the preferences of people served.

Minnesota County Support

The focus of legislative efforts at the State level is focused on streamlining the reassessment process but Federal changes are required to change the frequency of required reevaluation.

- The Association of Minnesota Counties supports streamlining federal reassessment requirements, particularly for individuals whose condition does not change year to year in their 2025 Federal Legislative Platform. Focusing on an allowance to interpret a paired down assessment for these individuals as meeting federal Level of Care evaluation language.
- The Minnesota Inter-County Association (MICA) prioritizes MnCHOICES streamlining as part of the 2025 Legislative Platform.
- The Minnesota Association of County Social Service Administrators (MACSSA) County State Workgroup MnCHOICES Subcommittee comprised of DHS staff and County MnCHOICES Supervisors continue to work together on MnCHOICES Reassessment Simplification efforts.

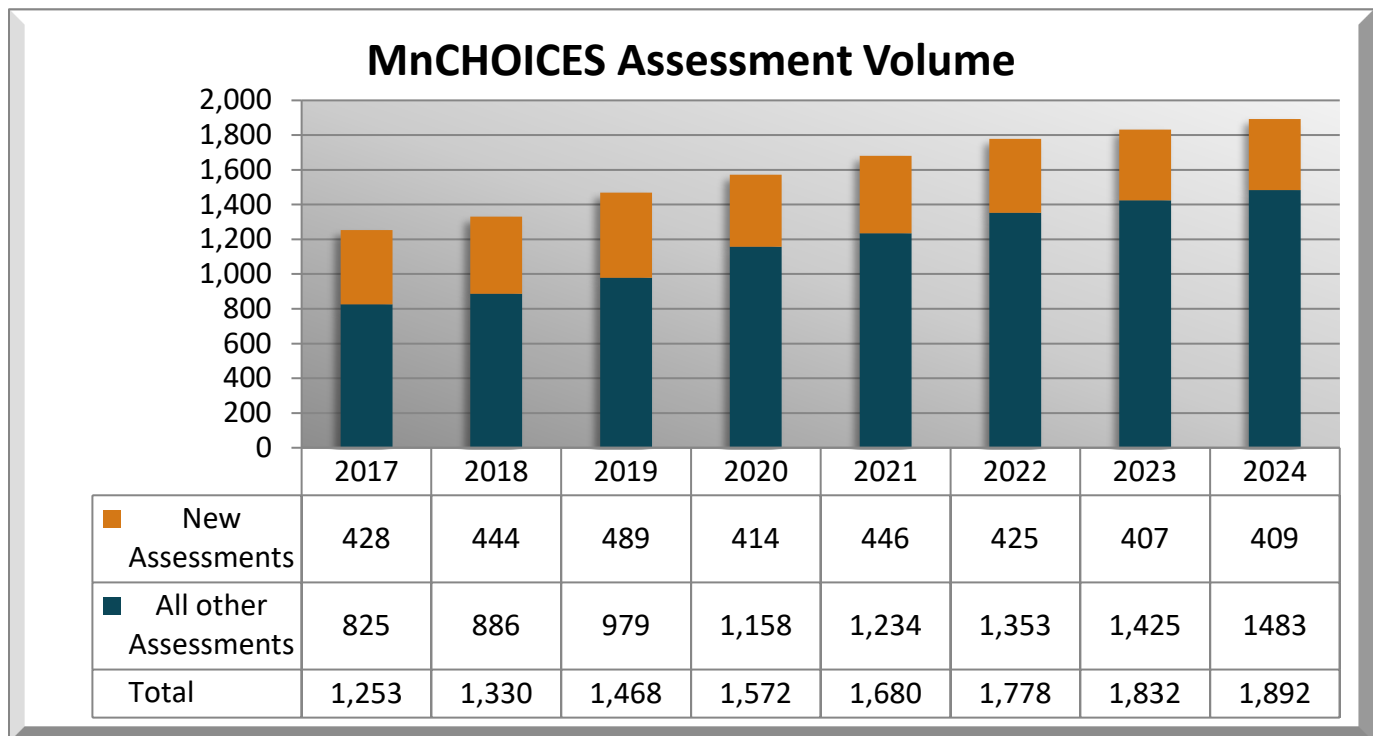


Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

Issue

State Medicaid agencies are required to develop and manage a comprehensive assessment tool that is used to determine and re-establish waiver eligibility, including level of care. In Minnesota, county-level assessors meet with individuals and use a tool (MnCHOICES) to gather information about needs and determine eligibility. Following the initial evaluation, each older adult and individual with a disability who accesses home or community-based services is required to be re-evaluated at least annually.

Increasing demand for home and community-based services and the annual re-evaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.

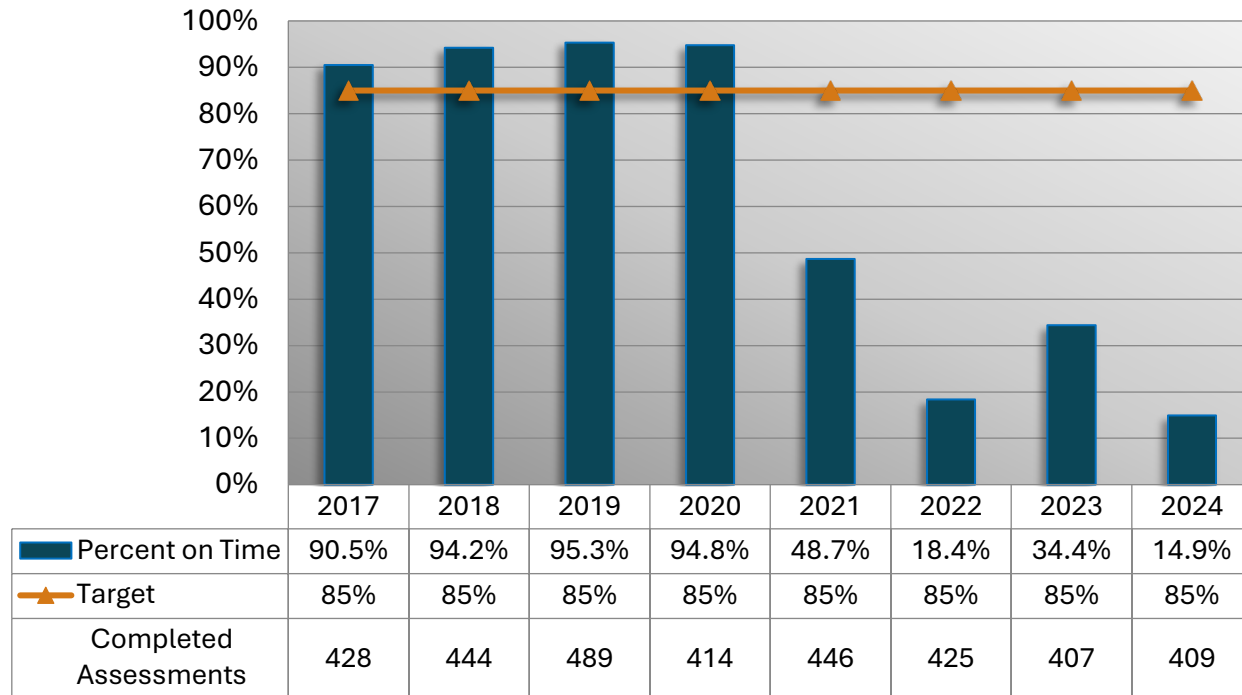


Note: New assessments are highlighted due to the increased time they take to complete, which is an average of 15 hours.

Many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual re-evaluation is not necessary to accurately reflect their current level of care and needs.

Per MN Statute: “Persons requesting assessment, service planning, or other assistance intended to support community-based living, including persons who need assessment in order to determine waiver or alternative care program eligibility, must be visited by a long-term care consultation team within 20 calendar days after the date on which an assessment was requested or recommended.” The target for this measure is 85% or more.

Percent of Completed MnCHOICES Assessments Done Within 20 Working Days



Policy Solution

Amend federal requirements to reduce the frequency of re-evaluations to occur every three years, upon request, or when there is a significant change in the person's condition. Further research is required to determine the full scope of regulatory amendments needed to support the policy solution across CMS Guidelines, Medicaid Program Guidelines, Access Final Rule, etc.

Regulatory Areas Possibly Requiring Modification

Medicaid Program Guidelines

- **1915(c) Waivers and 1915(c) Waiver Technical Guide and Community First Choice (CFC) Option (1915(k))** should be amended to allow longer intervals between assessments for individuals with stable conditions.
- **1915(i) State Plan HCBS** should be amended to allow states to set their own reassessment schedules.

Medicaid Access Rule

- **42 CFR § 441.301, § 441.302, and § 441.365** should be amended to explicitly allow extended reassessment intervals for individuals with stable conditions or upon request.
- **Access Monitoring** requirements should be amended to accommodate less frequent evaluations while ensuring access remains adequate.

CMS Sub-regulatory Guidance (FAQs, State Medicaid Director Letters {SMDLs}, and Informational Bulletins)

- **Guidance on Reassessments:** CMS could issue updated guidance allowing states to determine reassessment frequency for individuals with stable conditions.

Affordable Care Act (ACA) Provisions

- **42 CFR Part 438 (Managed Care) and 42 CFR Part 440 (State Plan Services)** include provisions for assessment frequency to occur not less than every 12 months. Language should be amended to align with extended evaluation intervals.

Older Americans Act (OAA) Coordination

- **45 CFR Part 1321** governs programs for older adults, including coordination with Medicaid HCBS, and defines frequency of assessment at least once each fiscal year. Language should be amended to align with extended evaluation intervals.

Transportation

Infrastructure Investment and Jobs Act (IIJA)

Stearns County advocates for the passage of appropriation bills to authorize IIJA funding. The IIJA increased the Surface Transportation Block Grant Program funding by 30%, allowing local agencies to compete for regional funding. Funding for discretionary grant programs also increased. However, local agencies struggle to compete for discretionary grant programs due to extensive application processes and a lack of staff and expertise. Even agencies like MnDOT hire consultants to evaluate programs and complete applications. Simplifying the process can increase funding for worthy local projects and support local economies.

With the authorization of core surface transportation programs expiring in less than two years, Congress should begin assessing current law and identifying priorities for timely enactment of a new, five-year law by October 1, 2026, including enacting revenue solutions for the solvency of the Highway Trust Fund.

Congressionally Directed Spending

Stearns County supports the continued use of congressionally directed spending which allows elected officials to direct federal highway dollars to local projects in their districts. Stearns County and Minnesota communities have benefited from this. The process involves rigorous reviews of project status, community support, and support from other agencies. Competition for small funding ensures that high-priority projects are selected. Congressionally directed funding saves money and speeds up project completion. Midwestern states like Minnesota may have a difficult time competing with more populous states for funding through discretionary grant programs. In the future Stearns County will support project submittals for additional improvements along Trunk Highway 23, a future Mississippi River crossing in St. Cloud, as well as local Stearns County and city submittals.

Human Services

Mental Health Treatment Expansion

The federal Medicaid IMD exclusion currently limits Medicaid reimbursement for treatment in mental health facilities with more than 16 beds, creating significant barriers to adding capacity to provide adequate care for individuals with serious mental health conditions. Stearns County asks Congress to amend the Medicaid statute to allow states that have a plan for providing appropriate outpatient care, to receive federal Medicaid payments for services provided in hospitals, nursing facilities, or other institutions for people with severe mental illness and substance use disorder. This would allow for expanded and enhanced mental health treatment infrastructure, ensuring that more individuals receive timely and appropriate care in inpatient settings. Stearns County also urges the re-introduction of The Securing Facilities for Mental Health Services Act (HR 6922 – 118th Congress). This Act aims to amend Section 242 of the National Housing Act to allow mental health facilities to apply for federal mortgage assistance. Prohibiting mental health facilities from accessing mortgage assistance contributes to the shortage of bed space for individuals in mental health crises thus leading to many being placed in correctional facilities. These policy changes would assist in addressing the workforce and service pressures faced by counties, local hospitals, emergency rooms, and jails, while also providing more specialized care tailored to the needs of individuals in crisis.

Simplify Reassessments for Home and Community Based Services

Stearns County requests the streamlining of MnCHOICES assessments required by the Home and Community-Based Waiver. The State of Minnesota requires county staff to complete annual, time-intensive assessments of individuals with long-term and chronic-care needs to verify eligibility for the federal waiver. For many individuals, the full assessment is unnecessary, but the State is unwilling to accept a simplified assessment due to the Home and Community-Based Waiver requirements. A pared-down reassessment would support informed choices for people using services, help Stearns County better meet statutory timelines, and ease the workload on the county workforce/infrastructure.

Public Safety

High-Intensity Drug Trafficking Area Grant (HIDTA)

We would like to extend our sincere gratitude for the generous HIDTA Grant awarded to us. This significant investment will greatly enhance our collective efforts to combat the ongoing challenges we face in Central Minnesota, particularly regarding the rise in marijuana-related vaping materials, methamphetamine, heroin, and opioid-related drugs. On behalf of Stearns County and our partner counties and law enforcement agencies, we are deeply appreciative of your partnership and dedication to making a lasting impact on the fight against drug trafficking. Thank you for your trust in our efforts and for providing us with the necessary resources to work together toward a meaningful difference in Central Minnesota.

Jail Healthcare

Stearns County urges Congress to support legislative efforts to restore Medicaid and other federal benefits for incarcerated individuals during periods of pre-trial incarceration and 30 days before release from prison or jail. Federal law requires Minnesota counties to deliver critical health services to inmates, but the Medicaid Inmate Exclusion Policy prohibits the use of federal funds and services for medical care provided to inmates of public institutions. This prohibition has negatively impacted rehabilitation outcomes and financially strained local budgets. Allowing incarcerated individuals to receive services while in pre-trial custody and before their release from jail or prison will expand access to vital mental health and addiction services, thereby decreasing recidivism and improving health outcomes for individuals reentering the community.

The temporary pause on federal agency grants, loans, and other financial assistance programs in January 2025 produced concerns about potential disruptions in funding for essential, mandated programs and projects. Stearns County urges lawmakers to avoid abrupt programming or funding changes. Local governments depend on consistent and stable funding to administer federal and state programs and serve our residents.

Contact Information

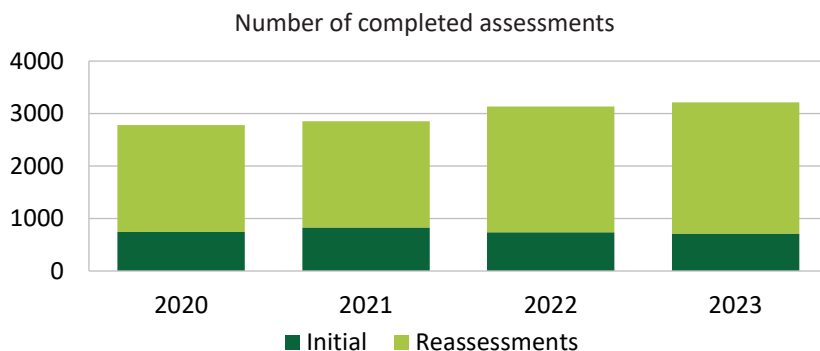
Dr. Michael Williams	Administration	320-656-3969	michael.williams@stearnscountymn.gov
Sheriff Steve Soyka	Sheriff's Office	320-259-3701	steven.soyka@stearnscountymn.gov
Jodi Teich	Highway	320-656-6562	jodi.teich@stearnscountymn.gov
Melissa Huberty	Human Services	320-656-6469	melissa.huberty@stearnscountymn.gov

MnCHOICES Reassessments

Washington County supports legislation that will simplify the MnCHOICES assessment process and reduce the frequency of reassessments to every 3 years, upon request, or when a significant change in condition occurs.

Issue At-A-Glance

- MnCHOICES is a person-centered assessment to assist people with long-term or chronic care needs to make decisions and select supports/service options.
- While the number of initial assessments averages 750 per year, there is tremendous growth in the reassessments with numbers reaching nearly 2,500 in 2023 alone.



- By reducing the frequency of reassessments to every 3 years, upon request, or when there is a significant change in condition, it will:
 - Ease the administrative burden on families and individuals whose conditions do not change.
 - Enable MnCHOICES assessors to be more responsive in other key areas.
 - Reduce the challenges on our workforce.

Support

Several Metro counties are moving forward with a similar proposal for this legislative session. They will be advocating at a metro-wide level for this change.

Previous Considerations

State adjustments to simplify MnCHOICES is a frequent, recurring issue during legislative sessions.

No Action

If the legislature does not take action, waitlists for services will continue to increase, leading to negative ramifications for individuals and families served, and there will be an increase in program costs and staffing demand to support the current reassessment timelines and increased volume.

Financial Implications

This policy change does not require additional funding.



Reduce the Frequency of Level of Care Evaluations

Concern

Vulnerable people are waiting months to receive critical support services due to arduous administration processes. County systems cannot keep up with the demand for initial assessments and re-evaluations for home and community-based services (HCBS). This has created labor challenges and extensive client waiting lists, resulting in significant delays to access services. People wait weeks to months to receive an initial assessment for services.

HSBS evaluations assist beneficiaries in making informed decisions about their care options. The evaluation process is comprehensive and focuses on the individual's needs and preferences. However, many people experience stable conditions with minimal to no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to reflect their current level of care needs.

Policy Solution

Amend federal requirement in order to allow level of care evaluations to occur every three years, upon request, or when there is a significant change in a person's condition.
(42 CFR §441.302(C)(2).

Support state legislation to allow for the frequency reduction of MnCHOICES assessments and update MN Statute accordingly.

This Change Would:

1. No longer require individuals/families to devote hours of their time to complete a lengthy assessment, where they are asked to discuss their personal needs when these needs have not changed since their last evaluation.
2. Enable staff to respond to initial assessment requests timely and reduce service delays.
3. Address workforce issues by retaining staff and slowing the need to add FTEs to meet the increasing requests for services.





February 18, 2025

RE: Support Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

To Whom It May Concern,

On behalf of the Down Syndrome Association of Minnesota, I write to express full support for amending federal requirements to reduce the frequency of Home and Community-Based Services (HCBS) reevaluations to occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change which will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations by nearly 50%, and—most importantly—ensure that beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

The role of evaluations for home or community-based services is crucial in ensuring that older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options, whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

A 2024 survey in Scott County, MN found that 90% of HCBS recipients support reducing reevaluation frequency. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations by almost 50%, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay. Without this change, counties will be required to continue increasing the workforce to meet the federal requirements.

We believe this policy change is critical to our ability to serve older adults and individuals with a disability effectively. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Curfman", is written over a light blue horizontal line.

Sarah Curfman
President & CEO
Down Syndrome Association of Minnesota



February 21, 2025

To Whom it May Concern,

The Multicultural Autism Action Network is a non-profit organization supporting families of children with disabilities in Minnesota. Our organization helps hundreds of families of children with disabilities navigate disability services in person each year, and serves thousands more through our social media presence.

Accessing disability services is an extremely complex process, made challenging by layers of bureaucracy, complex forms, and long wait times. One of the greatest obstacles people with disabilities face is the wait times for an assessment to see if the individual qualifies for Home and Community Based Services (HCBS). Our state law in Minnesota mandates that this assessment be completed within 20 days of requesting it, but the reality is that families often wait 6, 7, or even 8 months for the assessment without support or services.

In Minnesota, these long delays have resulted in tragedy. During the last several months there were two autistic children who eloped from their homes and drowned in nearby bodies of water. We cannot know if these drownings would have been prevented if these families had access to services that might have paid for tracking devices, window alarms, or additional staff, but certainly these supports contribute to the layers of protection needed to keep our children safe.

We believe that this problem of long wait times could be remedied if we reduced the backlog of assessments, especially for people with relatively static disabilities whose needs do not change significantly over time. We have looked into changing our state statute to see if the assessment could be conducted every third year instead of annually, but we understand that this cannot happen without a change to the federal law.

That is why we are reaching out today. We fully support a change to the federal law to allow assessments for Home and Community Based Services (referred to MnChoices assessments in Minnesota) to be conducted every third year instead of every year for those who wish to do so. We believe this would relieve the pressure on the assessment system, provide much needed relief to counties, help more people with disabilities access the system without the long wait times, and possibly even help save lives.

Thank you for your support and please reach out with any questions.

Sincerely,
Multicultural Autism Action Network

Maren Christenson Hofer
Executive Director

Dear Members of the Minnesota Congressional Delegation,

On behalf of ARRM, I write to express full support for amending federal requirements to reduce the frequency of HCBS reevaluations to occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change which will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations, and—most importantly—ensure that beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

The role of evaluations for home or community-based services ensures older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options; whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities, it is a choice. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

According to a 2024 survey in Scott County, MN, 90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay.

Families in Scott County and across Minnesota are experiencing extraordinary wait times and delays to accessing needed services. We believe this policy change critically impacts our ability to serve older adults and individuals with a disability. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

A handwritten signature in black ink that reads "Sue Schettle".