Health & Human Services
Agenda Request

Requested Meeting Date: January 23, 2024

Title of Item: Approval of Fiscal Recovery Funds Request

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Agenda Item #

☑ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☐ CONSENT AGENDA	☑ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
		provide copy of hearing notice that was published

Submitted by:
Sarah Pratt

Department:
H&HS

Presenter (Name and Title):
Sarah Pratt, Director

Estimated Time Needed:
1-2 minutes

Summary of Issue:

CaseWorks EDMS System Funding Request

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve request

Financial Impact:
Is there a cost associated with this request?   ☐ Yes   ☐ No
What is the total cost, with tax and shipping? $
Is this budgeted?   ☐ Yes   ☐ No   *Please Explain:*

Aitkin County Fiscal Recovery Funds

Strategic Investment Project
Project Identification: Aitkin County Health & Human Services – CaseWorks EDMS system funding request
Funding amount: $74,686
Project Expenditure Category: Administration and Other: 7.1 Administrative Expenses

Project overview
- *A description of the project that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes and briefly describe the goals of the project:*

- **7.1 Administrative Expenses $74,686:** Health & Human Services is proposing to purchase a new Electronic Document Management System (EDMS) system for Financial Services, Child Support and Social Services as one of the current electronic systems contracts is being terminated and no longer a viable option. The purchase of this one system will allow for all these departments to be on the same platform and allow ease of access for internal staff as well as consumers. Tentative timeline for implementation is to have departments up and running by end of year 2024.

- *Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. Attach all quotes, invoices, etc.*

- **7.1 Administrative Expenses $74,686:** Health Human Services is requesting funding to support a portion of the initial implementation cost of the CaseWorks system. Total one-time implementation cost on the high end of the proposal is $452,217.

Table of Expenses by Expenditure Category

	Category	Funding Requested for Project	Funding Approved for Project
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)		
2.10	Aid to nonprofit organizations		

	Category	Funding Requested for Project	Funding Approved for Project
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		
2.13	Other Economic Support		
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		

	Category	Funding Requested for Project	Funding Approved for Project
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services		
7	Administrative and Other		
7.1	Administrative Expenses	$74,686	
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant; _Aah Pmt_

Date; _1/12/24_

Reviewed by Economic Development Coordinator;

Signature; _____

Date; _1/12/2023_

Approval by County Administrator;

Signature; _Jessin Serlees_

Date; _1-12-24_

(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)