



Date: July 7, 2020

To: Legislative Advisory Commission Members

Senator Paul Gazelka
Senate Majority Leader

Representative Melissa Hortman
Speaker of the House

Senator Julie Rosen, Chair
Finance Committee

Representative Lyndon Carlson, Sr., Chair
Ways and Means Committee

Senator Scott Newman, Chair
Transportation Finance and Policy Committee

Representative Frank Hornstein, Chair
Transportation Finance and Policy Division

From: Myron Frans, Secretary Legislative Advisory Commission

Subject: URGENT REVIEW | #40-42 Coronavirus Relief Fund Request to Legislative Advisory Commission

This is a request to spend federal dollars received through the CARES Act as part of the Coronavirus Relief Fund for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). This request is submitted under M.S. 3.3005 subd. 4 and 5, which allows for a 10-day review.

Attached are the details of the federal fund review requests. Details about these requests were shared in a briefing for the Legislative COVID-19 Response Commission members and the chairs of the relevant House and Senate Finance Committees on July 7, 2020.

Federal Fund Review Requests	FY 2020
40. Metropolitan Council – Deployment of Staff to Minnesota Department of Health Coronavirus Relief Fund Request	\$191,461
41. Metropolitan Council – Homeless Encampment Maintenance and Evacuation Coronavirus Relief Fund Request	\$169,951
42. Department of Public Safety – State Patrol, Driver and Vehicle Services, Administrative Cost, and Laptops for Telework Coronavirus Relief Fund Requests	\$694,623
Total:	\$1,056,035

PROCEDURE FOR LAC REVIEW:

We are requesting LAC members respond to the review request directly by email. Please identify the requests to which you are submitting your recommendations. If you are submitting your recommendation for all the requests, please note that in your recommendation.

If no request for further review is received from the six LAC members by Friday, July 17, 2020, I will approve the request for spending. To expedite the LAC review process during this critical time, LAC members may respond to

this review request directly, recommending their approval or request for further review, instead of waiting the 10-day period.

CC: Bill Marx, House Fiscal Analysis Department
Eric Nauman, Senate Lead Fiscal Analyst

Coronavirus Relief / Health Care Response / COVID-19 Minnesota Funds Request Form

Please complete this form in accordance with the process instructions.

Agency/Point of Contact: Metropolitan Council/ Marie Henderson

Title of Request: Deployment of Staff Minnesota Department of Health

Date: 7/1/2020 **Request Amount:** \$ 191,461

Expenditure Time Period: 3/16/2020 to 6/30/2020

Request Funding Source:

- Coronavirus Relief Fund (if selected complete page 2) Health Care Response Fund COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

Metropolitan Council provided multiple employees to work with the MDH. The Metropolitan Council is not a state agency, so we are not part of the redeployment center. Our funding sources do not align with this use, as we can not constitutionally dedicate dollars from transit or wastewater rates to pay for this work. Terri Dresen was deployed 50% time to work in the command center for the COVID-19 efforts. Meredith Vadis was deployed 100% to work on testing efforts for COVID-19. Multiple employees from the departments of Communications, IS and HR deployed hours to the MDH in efforts in: communications, IS testing website creating, HR hiring for test trackers, and employees keying data into testing database. This is an on going effort.


Department Head Signature
Mary L Bogle on behalf of Chair Zelle

7/2/2020
Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
	<input type="checkbox"/> Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
	<input type="checkbox"/> Acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers
	<input type="checkbox"/> Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	<input checked="" type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	<input checked="" type="checkbox"/> Public safety measures undertaken in response to COVID-19
	<input type="checkbox"/> Expenses for quarantining individuals
	<input type="checkbox"/> Contact tracing
Payroll Expenses	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
	<input checked="" type="checkbox"/> Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
	<input type="checkbox"/> Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
	<input type="checkbox"/> Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Maintaining state prisons and county jails, including sanitation and the improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

- **Confirm that your CRF funding request meets federal guidance: (1) as a necessary expenditure to respond to the COVID-19 public health emergency, (2) is not accounted in the current biennial budget and (3) funds will be expended by December 30, 2020.**
- **Confirm that your CRF funding request does NOT include expenses that cover:**
 - The state's share of Medicaid costs
 - Damages covered by insurance
 - Payroll or benefits of employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
 - Costs reimbursed under other federal programs or funding sources
 - Reimbursement to donors for donated items or services
 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**

Coronavirus Relief / Health Care Response / COVID-19 Minnesota Funds Request Form

Please complete this form in accordance with the process instructions.

Agency/Point of Contact: Metropolitan Council Lisa Barajas/Mary Bogie

Title of Request: Homeless Encampment Maintenance and Evacuation

Date: 7/1/2020 **Request Amount:** \$ 169,951

Expenditure Time Period: 3/1/2020 to 6/30/2020

Request Funding Source:

- Coronavirus Relief Fund (if selected complete page 2) Health Care Response Fund COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

This funding request supports the maintenance and evacuation of the homeless encampment on Met Council property along Hiawatha Avenue in Minneapolis.

- Incurring garbage pickup and disposal (Includes \$25,000 for disposal of remaining garbage)- \$114,116
- Incurring fencing around the site- \$34,300
- Incurring motel (15 rooms at \$353/week x 4 weeks)-\$21,180
- Incurring storage container- \$355

TOTAL \$169,951

Note: Does not include the cost of MTPD labor for site monitoring, nor the cost of transport to hotel locations for evacuation


Department Head Signature
Mary L Bogie on behalf of Chair Zelle

7/2/2020
Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
	<input type="checkbox"/> Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
	<input type="checkbox"/> Acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers
	<input checked="" type="checkbox"/> Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	<input type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	<input checked="" type="checkbox"/> Public safety measures undertaken in response to COVID-19
	<input checked="" type="checkbox"/> Expenses for quarantining individuals
	<input type="checkbox"/> Contact tracing
Payroll Expenses	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
	<input type="checkbox"/> Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
	<input type="checkbox"/> Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
	<input type="checkbox"/> Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Maintaining state prisons and county jails, including sanitation and the improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

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- **Confirm that your CRF funding request does NOT include expenses that cover:**
 - The state's share of Medicaid costs
 - Damages covered by insurance
 - Payroll or benefits of employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
 - Costs reimbursed under other federal programs or funding sources
 - Reimbursement to donors for donated items or services
 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**

**Coronavirus Relief / Health Care
Response / COVID-19 Minnesota Funds
Request Form**

Please complete this form in accordance with
the process instructions.

Agency/Point of Contact: Major Sean Meagher

Title of Request: State Patrol COVID-19 fund request June 2020

Date: 6/12/2020

Request Amount: \$ 398,021

Expenditure Time Period: 3/1/2020 to 6/9/2020

Request Funding Source:

Coronavirus Relief Fund
(if selected complete page 2)

Health Care Response Fund

COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

In response to COVID-19, the State Patrol incurred costs related to supplying public safety personnel with personal protective equipment (PPE) and related disinfecting supplies. The State Patrol also incurred salary costs including COVID-related regular time and overtime payroll, and COVID leave time.

Cassandra O'Hern

Department Head Signature

7/6/2020

Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
	<input type="checkbox"/> Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
	<input checked="" type="checkbox"/> Acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers
	<input type="checkbox"/> Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	<input type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	<input type="checkbox"/> Public safety measures undertaken in response to COVID-19
	<input type="checkbox"/> Expenses for quarantining individuals
	<input type="checkbox"/> Contact tracing
Payroll Expenses	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
	<input checked="" type="checkbox"/> Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
	<input type="checkbox"/> Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
	<input type="checkbox"/> Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	<input checked="" type="checkbox"/> Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Maintaining state prisons and county jails, including sanitation and the improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

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 - Damages covered by insurance
 - Payroll or benefits of employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
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 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**

**Coronavirus Relief / Health Care
Response / COVID-19 Minnesota Funds
Request Form**

Please complete this form in accordance with
the process instructions.

Agency/Point of Contact: DPS - Driver & Vehicle Services Tami Bartholomew

Title of Request: Coronavirus Relief Reimbursement Request

Date: 6/29/2020

Request Amount: \$ 241,834

Expenditure Time Period: 3/1/2020 to 6/30/2020

Request Funding Source:

Coronavirus Relief Fund
(if selected complete page 2)

Health Care Response Fund

COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

Driver & Vehicle Services is requesting reimbursement in the amount of \$241,834 for expenditures related to COVID 19. Below is a summary of these amounts.

Personal Protection Equipment: \$125,688. - Amount represents supplies & equipment (i.e. face masks, gloves, hand sanitizer, face shields, cleaning supplies, installation of plexiglass in public facing locations, etc.) purchased due to COVID 19.

Telework Equipment & Operational Costs: \$116,146 - Amount represents laptops and phone equipment that were obtained for staff to telework.

Total Request for DVS: \$241,834

Cassandra O'Hern

Department Head Signature

7/2/2020

Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
	<input type="checkbox"/> Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
	<input type="checkbox"/> Acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers
	<input type="checkbox"/> Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	<input type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	<input type="checkbox"/> Public safety measures undertaken in response to COVID-19
	<input type="checkbox"/> Expenses for quarantining individuals
	<input type="checkbox"/> Contact tracing
	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
Payroll Expenses	<input type="checkbox"/> Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
	<input type="checkbox"/> Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
	<input checked="" type="checkbox"/> Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	<input checked="" type="checkbox"/> Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Maintaining state prisons and county jails, including sanitation and the improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

- **Confirm that your CRF funding request meets federal guidance: (1) as a necessary expenditure to respond to the COVID-19 public health emergency, (2) is not accounted in the current biennial budget and (3) funds will be expended by December 30, 2020.**
- **Confirm that your CRF funding request does NOT include expenses that cover:**
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 - Damages covered by insurance
 - Payroll or benefits of employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
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 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**

Coronavirus Relief / Health Care Response / COVID-19 Minnesota Funds Request Form

Please complete this form in accordance with the process instructions.

Agency/Point of Contact: Minnesota Department of Public Safety / Larry Freund

Title of Request: DPS Admin & Related Services COVID-19 Funding Request

Date: 6/10/2020 **Request Amount:** \$ 28,509

Expenditure Time Period: 3/13/2020 to 6/30/2020

Request Funding Source:

- Coronavirus Relief Fund (if selected complete page 2)
- Health Care Response Fund
- COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

The Department of Public Safety plays a critical role in addressing, responding to and implementing the COVID-19 plans and safety measures to Citizens of Minnesota, and the staff necessary to function in this manner. To accomplish this, we tracked staff time and expenses directly associated with this effort in the Administration and Related Services Division of the Department of Public Safety. Staff time was recorded on a special biweekly reporting document, and entered into the State Payroll System (SEMA4) using a C19 cost code. Expenses directly associated with our planning and response were likewise tracked on purchase orders and invoices in the Statewide Accounting and Procurement System (SWIFT).

For payroll, we tracked overtime spent specifically for planning and addressing the pandemic as it impacted all our Divisions. These were only costs that were not budgeted.

Expenses included providing the agency with hand sanitizers, sanitation wipes, disinfectant cleaners, facial masks and shields, latex gloves that were provided to customer facing divisions and other staff involved. This is also used for the health screening that is currently used for anyone entering the DPS work area, including customers and staff. We purchased Coronavirus labels and decals for social distancing spacing in public areas, wristbands for health screening, and plexiglass barriers for public facing counters. In addition, to implement the Stay at Home Order by the Governor, we purchased technology supplies including headsets, computer connectivity supplies, mouse pads, wrist rests, wireless mice, and other supplies for staff to Telework from home. DPS did not have a budget for these expenses. These were purchases out of existing budgets that were appropriated for other purposes.

Cassandra O'Hern

Department Head Signature

7/2/2020

Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
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Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
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	<input type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
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	<input type="checkbox"/> Expenses for quarantining individuals
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Payroll Expenses	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
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Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
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Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

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 - Damages covered by insurance
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 - Workforce bonuses other than hazard pay or overtime
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 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**

Coronavirus Relief / Health Care Response / COVID-19 Minnesota Funds Request Form

Please complete this form in accordance with the process instructions.

Agency/Point of Contact: Minnesota Department of Public Safety / Larry Freund

Title of Request: DPS Laptop Loaners for Telework

Date: 6/11/2020 **Request Amount:** \$ 26,259

Expenditure Time Period: 3/13/2020 to 6/30/2020

Request Funding Source:

- Coronavirus Relief Fund (if selected complete page 2)
 Health Care Response Fund
 COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

When the coronavirus pandemic hit Minnesota, and the Governor declared a State of Emergency, and Stay at Home Order, the Department of Public Safety (DPS) divisions worked with MNIT (State of MN IT Agency) to secure laptop computers for telework. These laptops were for staff who work at the office with desktop computers that could not be taken home for telework. Those staff that already had been using laptops at their desks are not included in this request. Each division worked on plans to have as many of their staff as possible telework and the laptops were configured for each staff to be able to connect to the state and department systems. This enabled these employees to perform their jobs from hastily fashioned "home" offices.

Throughout the Stay at Home/Telework time, it has been necessary for staff to occasionally come into the office to retrieve document, scan documents, open and distribute mail, deposit checks, process grants and other functions. This makes it necessary to have a desk computer when they are in the office for a short period, and have loaned laptop at their home. We currently anticipate staff continuing to telework for an extended period. Once we are back full time at work, these loaned laptops will be returned to MNIT and we will not be paying the additional monthly laptop fee.

DPS - Laptop Loaners from MNIT 6/26/2020

Division	Laptops	Rate	Monthly Cost
CO	3	\$ 74.60	\$ 223.80
FAS	20	\$ 74.60	\$ 1,492.00
HSEM	34	\$ 74.60	\$ 2,536.40
OJP	18	\$ 74.60	\$ 1,342.80
Comm	3	\$ 74.60	\$ 223.80
SFM	10	\$ 74.60	\$ 746.00
	88		\$ 6,564.80
March to June	4 Months		\$ 26,259.20

Cassandra O'Hern

Department Head Signature

7/2/2020

Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
	<input type="checkbox"/> Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
	<input checked="" type="checkbox"/> Acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers
	<input type="checkbox"/> Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	<input type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	<input type="checkbox"/> Public safety measures undertaken in response to COVID-19
	<input type="checkbox"/> Expenses for quarantining individuals
	<input type="checkbox"/> Contact tracing
Payroll Expenses	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
	<input checked="" type="checkbox"/> Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
	<input type="checkbox"/> Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
	<input type="checkbox"/> Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	<input checked="" type="checkbox"/> Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Maintaining state prisons and county jails, including sanitation and the improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

- **Confirm that your CRF funding request meets federal guidance: (1) as a necessary expenditure to respond to the COVID-19 public health emergency, (2) is not accounted in the current biennial budget and (3) funds will be expended by December 30, 2020.**
- **Confirm that your CRF funding request does NOT include expenses that cover:**
 - The state's share of Medicaid costs
 - Damages covered by insurance
 - Payroll or benefits of employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
 - Costs reimbursed under other federal programs or funding sources
 - Reimbursement to donors for donated items or services
 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**