



# GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

**GOODHUE COUNTY BUDGET COMMITTEE**  
**ADMINISTRATION CONFERENCE ROOM**  
**GOVERNMENT CENTER, RED WING**  
**DECEMBER 15, 2020**  
**10:00 A.M.**

## Virtual Meeting Notice

“Due to concerns surrounding the spread of COVID-19, it has been determined that in-person meetings or meetings conducted under Minn. Stat. 13D.02 a are not practical or prudent. Therefore, meetings that are governed by the Open Meeting Law will temporarily be conducted by telephone or other electronic means pursuant to Minn. Stat. 13D.021.”

“The Goodhue County Budget Committee will be conducting a meeting pursuant to this section on December 15, 2020, at 10:00 a.m. in the County Board Room. The County Administrator and/or staff will be present at the meeting location. All County Commissioners attending will appear by telephone or other electronic means. The public may monitor the meeting from a remote site by logging into <https://global.gotomeeting.com/join/339843333> or calling [1 877 568 4106](tel:18775684106) beginning any time during the meeting.” Access Code: **339-843-333**

1. Public Works Department Out of State Travel Request.

Documents:

[Out of State Travel 2021.docx](#)

2. Sheriff's Office Out of State Travel Request.

Documents:

[Out of State Travel Request 2021.pdf](#)



**Greg Isakson, P.E.**  
*Public Works Director / County Engineer*  
*Goodhue County Public Works Department*

2140 Pioneer Road  
Red Wing, MN 55066  
Office (651) 385-3025

TO: Scott Arneson, County Administrator  
Budget Committee

FROM: Greg Isakson, Public Works Director

RE: 15 Dec 20 Budget Committee Meeting  
**Out of State Travel 20 21**

Date: 09 Dec 20

In the unlikely event that the COVID-19 pandemic is under control before these conferences are held, it is requested that the Budget Committee and the County Board approve Out of State Travel for the following conferences. Costs for these conferences are included in the 2021 Budget.

<u>Event</u>	<u>Estimated &amp; Budgeted</u>	<u>Dates of Event</u>
Washington Fly-In - Washington DC (Engineer + 3 Co Staff)	\$8,300	Undetermined, usually in May
NACE Annual Meeting	\$1,500	April 19 - 22, 2021

### **Washington Fly-In**

Since 2002, the County has sent four representatives consisting of one or two commissioners, the County Administrator, the County Engineer, the Assistant County Engineer and /or our Legislative Liaison to the 'Transportation Alliance Washington Fly-In,' with the exception of 2019, when Commissioner Anderson, Commission Drotos, and I traveled to Washington DC in September along with the Olmsted County Engineer, the Mayor of Zumbrota, and a council member. No County representatives attended the 2020 conference due to COVID-19.

Our visits to Washington have enabled us to develop relationships with our Congressional members and their staff, and to keep them informed about our needs, concerns, projects, and funding. Goodhue County has received several appropriations in the past few years and will be requesting federal funds in future years. Therefore, establishing and maintaining these relationships is very important.

As another option, we could travel at another time (as we did in 2019), maybe later in the year when COVID-19 is under control. This option may cut our time and expense for the trip by not attending the Transportation Alliance's Fly-In Conference. A disadvantage of traveling at another time is that we miss hearing from other congressmen and the other speakers at the Fly-In.

The cost for the Fly-In can range from approximately \$1,600 - \$2,300 per person depending on air fare, etc. The estimated cost mentioned above was included in our 2021 Conference & Training budget line item.

### **NACE Conference - Orange Beach, AL.**

I have attended several NACE Conferences over the years and have found this national conference to be very informative, and an opportunity to find new approaches for managing the County's Department of Public Works from sources throughout the country. Jess Greenwood has also attended

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one meeting and felt it was a good educational experience learning about County Engineer management solutions discussed at the national level. The 2021 conference is in Riverside County (Palm Springs) California.

Out-of-State travel authorization is requested to send either Jess or myself to attend this conference.



**Marty Kelly**  
Goodhue County Sheriff

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430 West 6<sup>th</sup> Street  
Red Wing, MN 55066  
Office (651) 267.2600  
Dispatch (651) 385.3155

TO: Budget Committee and Goodhue County Commissioners

FROM: Kristine Holst, Sheriff Accountant

DATE: December 7, 2020

RE: Out of State Travel Request

It is requested that the Budget Committee and the County Board approve the out of state travel request for 2021.

Communications Captain Chad Steffen has served as an appointed SAFECOM Public Safety At-Large Member since 2018. SAFECOM is an emergency communications program within the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (US DHS – CISA). He is one of approximately twenty-five At-Large Members nationally. Through collaboration with emergency responders and policymakers across all levels of government, SAFECOM works to improve multijurisdictional and intergovernmental communications interoperability.

Sheriff Kelly is requesting to have the continued opportunity to have Captain Steffen attend the bi-annual in-person meetings and any related in-person committee meeting. The bi-annual meetings are 4 days in length, including travel days. The in-person committee meetings are 2 days, typically only meeting once a year. These meetings are by invitational travel and therefore they are planned, scheduled, arranged and paid in full by the SAFECOM Program via the US DHS CISA. The meetings are planned within the United States as approved by the federal processes. Captain Steffen's time is not covered and therefore a commitment by our county. Total hours do not normally exceed 75 hours in a calendar year.

Out of state travel authorization is requested to attend the meetings.

For more information on SAFECOM: <https://www.dhs.gov/safecom>

**OFFICE OF THE GOODHUE COUNTY SHERIFF**

ADULT DETENTION  
CENTER  
651.267.2804

CIVIL DIVISION  
651.267.2601

RECORDS DIVISION  
651-267-2600

EMERGENCY  
MANAGEMENT  
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