

BOARD OF COUNTY COMMISSIONERS STAFF BRIEFINGS and WORK SESSIONS

Hybrid Meeting

March 8, 2022

****Please Note Meetings Will Begin Immediately Following Hearings****

Staff Briefings

BCC Boardroom, 5th Floor and WebEx Virtual Platform

Join our virtual meeting via WebEx

<https://jeffco.webex.com/jeffco/onstage/g.php?MTID=ea826d7b53adb6925db8136ac1848d507>

Select the "Join by Browser" option

Event Password: iBekcPwZ267

You can also join by telephone: Dial +1-408-418-9388; Access Code: 2481 303 6100

1. Sheriff's Office Requests - 20 minutes Adriana Prata
 - Body Worn Cameras Program - from Patrol Fund to General Fund
 - Crime Victim Services 2023-2024 Grant Application
 - Rocky Mountain High Intensity Drug Traffic Areas (RMHIDTA) Award and Supplemental
 - State of Colorado, Department of Human Services Additional Medication Assisted Treatment (MAT) Funding Acceptance and Supplemental

2. County Behavioral Health Grant Request Mary Berg
10 minutes Chris Habgood

3. Colorado Department of Transportation Grant for Seal Coat Pavement Stephanie Corbo
Maintenance to Runway 30R/12L - 10 minutes Paul Anslow

4. Fleet Fund Purchase Approvals Kate Newman
5 minutes Randy Sturgeon

Reports - Commissioners, County Manager and County Attorney

Executive Session

- Conference with Sheriff Shrader for Purposes of Security Arrangements and Investigations under C.R.S. 24-6-402(4)(d) - 20 minutes
- Legal Update - Legal Advice C.R.S. 24-6-402(4)(b) - 10 minutes

Adjourn

Work Sessions - No Agenda Items

**HEARING, STAFF BRIEFINGS and WORK SESSIONS
March 8, 2022**

Hearings			Total Estimated Time: 1 hour
8:00	8:15	Public Comment	
8:15	8:45	COVID-19 Update - Public Health	
8:45	9:00	Hearing Consent/Reports	

Briefing Items				Total Estimated Time: 45 minutes
Begin	End	Agenda No.	Title	
9:15	9:35	1.	Sheriff Office Requests <ul style="list-style-type: none"> • Body Worn Cameras Program - from Patrol Fund to General Fund • Crime Victims Services 2023-2024 Grant Application • Rocky Mountain High Intensity Drug Traffic Areas (RMHIDTA) - Award and Supplemental • State of Colorado, Department of Human Services Additional Medication Assisted Treatment (MAT) Funding Acceptance and Supplemental 	
9:35	9:45	2.	County Behavioral Health Grant Request	
9:45	9:55	3.	Colorado Department Transportation Grant for Seal Coat Pavement Maintenance to Runway 30R/12L	
9:55	10:00	4.	Fleet Fund Purchase Approvals	
		5.		

Reports - The Board Chair may move Reports to earlier if time permits:			Total Estimated Time: 5 minutes	
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10:00			Commissioners	
			County Manager	
	10:05		County Attorney	

Executive Session			Total Estimated Time: 30 minutes
Begin	End		
10:10	10:30	Conference with Sheriff Shrader for Purposes of Security Arrangements and Investigations under C.R.S. 24-6-402(4)(d)	
10:30	10:40	Legal Update - Legal Advice C.R.S. 24-6-402(4)(b)	

Work Sessions: No items - Next Work Session Scheduled for May 10, 2022

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Moving the Body Worn Cameras Program from the Patrol
Fund to the General Fund
March 8, 2022

- For Information For Discussion/Board Direction Consent to
 Place on Business/
 Hearing Agenda

ISSUE: The Jefferson County Sheriff’s Office (JCSO) requests approval to move all budget associated with the Body Worn Cameras program from the Patrol Fund (190) to the General Fund (030).

BACKGROUND: When the Body Worn Camera program was created, it was only implemented for the patrol division; therefore, the budget was placed in the Patrol Fund. However, with new legislative requirements to extend the program to all peace officers, the budget for the program should be housed in the General Fund.

DISCUSSION: The total expense budget amount to be moved is \$1,128,935, of which \$703,995 represents ongoing program funding, and \$424,980 represents one time grant funding. The total revenue budget to be moved is \$424,980, which represents one time grant funding.

This request is a housekeeping budget update with no additional financial impacts for the county, and no additional TABOR impact.

FISCAL IMPACT:

- Year of impact: 2022
- TABOR impact: No additional TABOR impact, the funding is already budgeted; the budget is being moved from one fund to another, without changing the amount of the budget
- Existing grant or project: Current Cost Center CC26370 and Grant GR1000040
- New grant or project: N/A
- Requested in adopted budget: N/A
- Ongoing or one-time: N/A
- General Fund impact: Yes, move all body worn camera funds from Patrol Fund to the General Fund.
- Staffing impact: N/A
- APRA impact: N/A
- Match requirements: No Match Required.
- Mandate/Contractual obligation: N/A

Revenue Limits Impact: yes no

Whereas the previously budgeted grant amount of \$424,980 does have a TABOR Fiscal Year Spending Limit impact, this action does not create an additional impact because it simply moves existing budget from one fund to another.

SPA Review: Support contingent on the understanding that the FY2022 body worn cameras decision package amount of \$369,433 will be moved out of the Sheriff's Office budget and designated as assigned fund balance in the General Fund.

RECOMMENDATIONS: The BCC authorizes that all budget related to Body Worn Cameras (CC26370 and GR1000040) be placed on a future consent agenda to move from the Patrol Fund (190) to the General Fund (030).

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

CONTACTS FOR ADDITIONAL INFORMATION:

Adriana Prata, Chief of Financial and Information Services, Ext. 5376

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Crime Victim Services 2023 – 2024 Grant Application
March 8, 2022

For Information

For Discussion/Board Direction

Consent to
Place on Business/
Hearing Agenda

ISSUE: The Jefferson County Sheriff's Office (JCSO) requires approval and ratification from the Board of County Commissioners (BCC) to submit a grant application to the Office for Victims Programs (OVP) in the amount of \$256,702. The request includes partial salary and partial benefit reimbursement for two FTE Victim Service Counselors, registration and travel reimbursement to attend the yearly COVA conference, and new Victim Services Software.

BACKGROUND: Historically, OVP has awarded JCSO two-year grants to provide expertise and skill in law enforcement victim assistance, including on-scene crisis intervention, follow-up contact and information or referrals through the Victims of Crime Act (VOCA) program. If awarded, the period of performance for this grant would be two years beginning 01/01/2023 and ending on 12/31/2024.

DISCUSSION: Current protocol requires victim advocates to be called to the scene for the following types of crimes: homicide/suicide/suspicious death investigations, all felony assaults, all domestic violence assaults, sexual assault, incest and aggravated incest/child sexual assault, kidnapping, aggravated robbery, home invasion burglary/attempt burglary, and human trafficking. This is intended to ensure victims of crime receive needed resources and information immediately and are eased into the criminal justice process. This grant would partially fund the salaries and benefits of two full time Victim Counselors, training costs and the purchase of new Victim Services Tracking software.

FISCAL IMPACT:

- Year of impact: 2023 and 2024
- TABOR impact: No TABOR impact as this is federal funding.
- Existing grant or project: This funding would support our Victim Services Unit.
- New grant or project: Yes – new grant period, No – not a new project.
- Requested in adopted budget: No, not requested as this is for years 2023 and 2024.
- Ongoing or one-time: One-time funding
- General Fund impact: No, these funds will be supplemented to the

- Patrol Fund Grants.
- Staffing impact: Yes, request is for partial salary and benefits for 2 current FTE Victim Service Counselors
- ARPA impact: No
- Match requirements: No Match Required.
- Mandate/Contractual obligation: N/A

There is no match requirement. This is federal funding for an anticipated award amount of \$256,702 in the Patrol Fund.

- For the 2023 Budget, expecting to receive the grant award in August/September 2022. Since this timing is outside of the budget development process for 2023, requesting a supplemental for 2023 with a not to exceed amount of \$256,702.
- For the 2024 Budget, the award will be included in the 2024 budget or will be supplemented with a not to exceed amount of \$256,702. Actual revenue amount is dependent on timing of receiving the FY2023 funding due to this award extending across fiscal years.

Revenue Limits Impact: yes no

There is no impact to the county's TABOR Fiscal Year Spending Limit because the revenue source is a federal grant.

SPA Review: Support with no concerns.

RECOMMENDATIONS: The BCC authorizes that this grant award be placed on a future consent agenda to accept grant funding in an amount of \$256,702 or the amount awarded by the Grantor, to authorize the Sheriff to execute any documentation in connection with the grant required to be executed by the BCC and to direct that the awarded funds be included in a supplemental appropriation to the FY2023 Sheriff's Office Budget, included in the FY2024 Sheriff's Office Budget, and carry forward, if necessary.

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

CONTACTS FOR ADDITIONAL INFORMATION:

Courtney Hill, Victim Services Manager, Ext. 5575

Del Kleinschmidt, Commander, Ext. 7851

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Rocky Mountain High Intensity Drug Traffic Areas
(RMHIDTA) – Approval to accept funding & supplemental
March 8, 2022

For Information

For Discussion/Board Direction

Consent to
Place on Business/
Hearing Agenda

ISSUE: The Jefferson County Sheriff’s Office (JCSO) requires approval to accept funding from the Rocky Mountain High Intensity Drug Traffic Areas (HIDTA) in the amount of \$224,000 for fiscal year 2022, 1/1/22 – 12/31/22 on behalf of the West Metro Drug Task Force (WMDTF).

BACKGROUND: The JCSO has been part of the WMDTF since 1997. The JCSO now manages all financial responsibilities for the WMDTF. Managing HIDTA funds for WMDTF will include receiving invoices from Golden Police Department, Lakewood Police Department, and Wheat Ridge Police Department, as well as JCSO investigators, for personnel hours worked. JCSO will pay the invoices and receive reimbursement from HIDTA. The HIDTA funds are essential for the operation for the WMDTF. The funds support overtime, administrative costs, service contracts, investigative/operational expenses, and office supplies.

DISCUSSION: The Rocky Mountain High Intensity Drug Traffic Areas (RMHIDTA) approval to submit grant application was briefed on March 16, 2021. However, approval to accept funding and supplement to the 2022 budget was omitted. This is a request to accept and supplement RMHIDTA 2022 funding to the 2022 budget.

FISCAL IMPACT:

- Year of impact: 2022
- TABOR impact: No, this is federal funding.
- Existing grant or project: Yes, existing project. We receive new grant funding yearly.
- New grant or project: Yes – this is a new grant award for 2022.
- Requested in adopted budget: No, accidentally omitted from 2022 budget preparation
- Ongoing or one-time: One-time funding for 2022
- General Fund impact: No, these funds will be supplemented to Patrol Fund Grants.
- Staffing impact: No
- ARPA impact: No
- Match requirements: No Match Required.

- Mandate/Contractual obligation: N/A

There is no match requirement. This is federal funding for \$224,000 in the Patrol Fund. The award will be supplemented to the 2022 budget.

Revenue Limits Impact: yes no

There is no TABOR impact as this is Federal Funding in the amount of \$224,000.

SPA Review: Support with no concerns

RECOMMENDATIONS: The BCC authorizes that this grant award be placed on a future consent agenda to accept the grant funding, authorize the Chairman's execution of all documentation in connection with the grant award required to be executed by the BCC and to direct that the awarded funds be included in a supplemental appropriation to the Sheriff's Office 2022 Budget and carry forward, if necessary.

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

CONTACTS FOR ADDITIONAL INFORMATION:

Heather Carmosino, JCSO Commander, Ext. 5411

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
State of Colorado, Department of Human Services –
Additional MAT (Medication Assisted Treatment) Approval
and Supplemental
March 8, 2022

For Information

For Discussion/Board Direction

Consent to
Place on Business/
Hearing Agenda

ISSUE: The Jefferson County Sheriff’s Office (JCSO) requires approval to accept additional funding from the State of Colorado, Department of Human Services in the amount of \$50,000 for 1/1/22 – 6/30/22 to be used for Medication Assisted Treatment (MAT) as part of the jail-based behavioral services (“JBBS”) program in the Jefferson County Detentions Facility.

BACKGROUND: The State of Colorado, Department of Human Services offers funding to units of local government operating detentions facilities. The Jefferson County Detentions Facility has received funding for the purpose of providing JBBS to inmates. Participating inmates benefit from a variety of behavioral health services, substance use treatment, and re-entry support.

DISCUSSION: The Department of Human Services offers Jail Based Behavioral Services (JBBS) funding yearly. In addition to the JBBS funding often additional funds are awarded to support MAT programs as part of JBBS. For the current JBBS period we have been awarded an additional \$50,000 if we are able to accept it.

FISCAL IMPACT:

- Year of impact: 2022
- TABOR impact: Yes, this is state funding.
- Existing grant or project: Yes, this is additional funding for our JBBS Program.
- New grant or project: No – not a new grant or project.
- Requested in adopted budget: No, not requested as this funding was not awarded until after budget submission.
- Ongoing or one-time: One-time funding
- General Fund impact: Yes, these funds will be supplemented to General Fund.
- Staffing impact: No
- ARPA impact: No
- Match requirements: No Match Required.
- Mandate/Contractual obligation: N/A

There is no match requirement. This is state funding for \$50,000 in the General Fund. The award will be supplemented to the 2022 budget.

Revenue Limits Impact: yes no

There is TABOR impact as this is State Funding in the amount of \$50,000.

SPA Review: Support, this grant does impact TABOR and the FY2022 TABOR limit is not known until audit is complete and 2021 CPI is finalized.

RECOMMENDATIONS: The BCC authorizes that this grant award be placed on a future consent agenda to accept the grant funding, authorize the Chairman's execution of all documentation in connection with the grant award required to be executed by the BCC and to direct that the awarded funds be included in a supplemental appropriation to the Sheriff's Office 2022 Budget and carry forward, if necessary.

ORIGINATOR:

Jessica Parivar, JCSO Grants Specialist, Ext. 5311

CONTACTS FOR ADDITIONAL INFORMATION:

Grant Mason, Detentions Support Director, Ext. 5422

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
County Behavioral Health Grant

March 8, 2022

For Information

For Discussion/Board Direction

Consent to
Place on Business/
Hearing Agenda

Issue:

The ongoing COVID-19 pandemic impacts have increased the need for behavioral health care in our communities. The state legislature responded to this need with an opportunity for local Human Services departments to apply for State American Rescue Plan Act (ARPA) funded grants.

Background:

Behavioral health has been identified as one of the eight ARPA priority areas of need in Jefferson County based on employee and community feedback. The Board of County Commissioners (BCC) requested that staff pursue outside funding prior to requesting/using county ARPA funds.

The Colorado Department of Human Services, Office of Behavior Health (OBH) developed the County Behavioral Health matching grant program to address locally identified community needs. The Human Services Department collaborates with Jefferson Center for Mental Health (Jefferson Center) to provide behavioral health care services in our community.

Discussion:

Jefferson County Human Services has been awarded \$171,580 by OBH for the specified purpose of sub-awarding these funds to Jefferson Center to provide two behavioral health services to individuals in Jefferson County:

- Community Resiliency - focusing on efforts intended to support Jefferson County’s diverse community through enhanced/extended community suicide prevention.
- Workforce Development strengthening and incentivizing the community mental health workforce during a period of unparalleled hiring and retention challenges; improving the behavioral health workforce to better support access to services.

Fiscal Impact:

The total grant award is \$171,580. This is divided into two years, \$31,500 for 2022 and \$140,080 for 2023.

Jefferson County’s in-kind match represents an estimated \$20,000 of existing legal and financial/administrative support resources.

- **Year of impact:** 2022 and 2023
- **TABOR impact:** None
- **Existing grant or project:** None
- **New grant or project:** Yes
- **Requested in adopted budget:** No
- **Ongoing or one-time:** One-time
- **General Fund impact:** None
- **Staffing impact:** Minimal
- **ARPA impact:** In-kind contribution
- **Match requirements:** Yes, in-kind only
- **Mandate/Contractual obligation:** Yes

Revenue Limits Impact: yes no

There would be no impact to the county's TABOR fiscal year spending limit because this grant would be provided by the state from federal ARPA funds.

SPA Review: As Determined by SPA: Support with no concerns.

Recommendations:

That the Board of County Commissioners approves the acceptance by the Department of Human Services of \$171,580 in federal ARPA funds from the Colorado Department of Human Services, Office of Behavioral Health (OBH) through OBH's County Behavioral Health Grant program.

Originator:

Mary Berg, Executive Director of Department of Human Services, x4163
Chris Habgood, Sr. Budget Analyst, American Rescue Plan Team, Strategy, Innovation & Finance Department x8571

Contacts for Additional Information:

Stephanie Corbo, Chief Financial Officer, x8542
Mary O'Neil, Director, COVID-19/Federal Grant Programs, x8570

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
CDOT Grant for seal coat pavement maintenance to
Runway 30R/12L
March 8, 2022

For Information For Discussion/Board Direction Consent to
Place on Business/
Hearing Agenda

Issue: The Airport has been identified to receive a grant from CDOT to help rejuvenate Runway 30R/12L.

Background: Runway 30R/12L had new asphalt put in 6 years ago and is currently in need of a rejuvenating seal coat to help protect against existing wear and tear and prolong its current useful life.

Discussion: The Airport is looking to receive approval for this grant. This grant will be used to reimburse the Airport for the incurred seal coat expenses to runway 30R/12L. If not approved, the airport will incur 100% of the expenses.

Fiscal Impact: The total estimated cost of this new 2022 project is \$500,000.00. The new CDOT grant will reimburse 90%, leaving the airport responsible for \$50,000.00 of the total expenses. This project was not included in the adopted budget for 2022. This will be a one-time project. The Airport is an enterprise fund and revenue to the Airport does not impact the County's TABOR revenue.

- **Year of impact:** 2022
- **TABOR impact:** No, the Airport is an enterprise fund and revenue to the Airport does not impact the County's TABOR revenue.
Existing grant or project: N/A
- **New grant or project:** Grantor is Colorado Department of Transportation (CDOT). The new CDOT grant will reimburse 90%, leaving the airport responsible for \$50,000.00 of the total expenses.
- **Requested in adopted budget:** This was not a decision package in the 2022 budget.
- **Ongoing or one-time:** One-time
- **General Fund impact:** None
- **Staffing impact:** None
- **APRA impact:** None

- **Match requirements:** 10% or \$50,000 from Airport Fund fund balance.
- **Mandate/Contractual obligation:** N/A

Revenue Limits Impact: yes no

SPA Review: Support with no concerns

Recommendations: Staff recommends that the Board of County Commissioners approve the request and be placed on the business consent agenda at a future meeting, and to direct that the awarded funds and expenses be included in a supplemental appropriation to the Airport Fund.

Originator: Brandon Burns, Airport, x4859

Contacts for Additional Information: Kourtney Hartmann, County Attorney's Office, x8964; Stephanie Corbo, Strategy Innovation & Finance, x8542; Paul Anslow, Airport, x4851

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Fleet Fund Purchase Approvals
March 8, 2022

- For Information For Discussion/Board Direction Consent to
 Place on Business/
 Hearing Agenda

Issue:

Purchase approval of vehicles and component packages in the 2022 Fleet Fund Lease and Replacement Program.

Background:

Fleet Services manages the Jefferson County vehicle Lease and Replacement Program. Vehicles in the Lease and Replacement Program are regularly replaced at or near the end of their useful life.

Discussion:

The class of vehicles listed below are scheduled for replacement due to age, mileage, and cost per-meter. The component packages will be placed on those vehicles and include the installation of dump boxes, hydraulic packages, lighting systems, sanders, snowplows, and hitches. An itemized purchase amount by vehicle type is included below:

Vehicles:

1. Six Single Axle 4x4 Trucks cost each \$138,730 – Total Cost \$832,380
 2. Three Tandem Axle Trucks cost each \$129,327 – Total Cost \$387,981
 3. Three Tandem Axle Tractors cost each \$153,477 - \$460,431
- Total - \$1,680,792

Component Packages, which includes the installation of Dump Box, Hydraulic Package, Lighting System, Snow Plow/Hitch and Sander:

1. Components for Six Single Axle 4x4 Trucks cost each \$119,005 – Total Cost \$714,030
 2. Components for Three Tandem Axle Trucks cost each \$121,670 - Total Cost \$365,010
- Total - \$1,079,040

Fiscal Impact:

- Year of impact: 2022
- TABOR impact: No, the Fleet Fund is an Internal Service Fund
- Existing grant or project: N/A
- New grant or project: (identify the grant source, terms of commitment, duration)
- Requested in adopted budget: The amounts are included in the

2022 Adopted Budget

- Ongoing or one-time:
- General Fund impact: There is no General Fund impact, all items are within the Fleet Services Fund
- Staffing impact: N/A.
- APRA impact: N/A
- Match requirements: N/A
- Mandate/Contractual obligation: The Jefferson County Purchasing Policy requires that purchase contracts of \$500,000 or more, be approved by the BCC.

Revenue Limits Impact: yes no

SPA Review:

As Determined by SPA: Supported with no concerns.

Recommendations:

Approval by the Board of County Commissioners of purchase contracts for vehicle and component packages as detailed below:

OJ Watson - Total - \$1,079,040

Transwest Truck - Total -\$1,680,792

Originator:

Randy Sturgeon, Fleet Services Director (303)271-5256

Contacts for Additional Information:

Zack Dean, Fleet Operations Manager (303)271-5265

Kate Newman, Deputy County Manager (303)271-8567

Vera Braeckman, Purchasing Operations Manager (303)271-8591

Phillip Pappas, Budget Supervisor (303)271-8558