



STEELE COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA

Administration Center - 630 Florence Avenue – Owatonna, MN 55060

*Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.*

TUESDAY, MARCH 26, 2024 AT 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order
2. Public Land Survey System (PLSS) Grant Application Resolution
3. LEC Property Purchase Agreement and Interim Lease
4. Interim Administrator
5. Out of State Travel for Attorney Office Employees

Presentation

Semcac – Senior Services
Jennifer Hengel, Executive Director
Jeff Wyant, Senior Services Director

Transitional Housing
Julie Anderson, Director

Adjourn

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Steele County Board of Commissioners. This document does not claim to be complete and is subject to change.



Steele County Agenda Item

Request for Board Action

Subject: Public Land Survey System (PLSS) Monument Grant - Spring 2024

Department: GIS/County Surveyor

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: March 26, 2024

Board Meeting Date: March 26, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Enter the recommendation from the Committee to the Board of Commissioners. This must be filled out for all Board Meeting agenda items. If the item did not go to a committee list as "N/A" or a reason why.

Recommendation:

Adopt the Public Land Survey System Grant Resolution and authorize the GIS Coordinator to Execute the grant

Background (*Including Budget Impact*):

The Minnesota Geospatial information office has approximately 9 million dollars in grant funding (2024-2026) for counties within the state to re-monument/recertify PLSS corners. Grant application deadline is April 5, 2024.

Steele County is approximately 85% monumented, however, a majority of the corner certificates (recorded corner documents) that were prepared between 1980-2000 are lacking the proper number of ties, have been obliterated, or do not contain geodetic coordinates.

The Steele County Surveyor and GIS Coordinator would like to apply for spring 2024 Type I (corner certification) grant funds for Clinton Falls Township in the amount of \$50,000. This is a no match reimbursement grant and would not have any annual budgetary impact.

Attachments:

PLSS Grant Resolution



RESOLUTION

#2024 - _____.

Public Land Survey System Grant Program to Restore, Maintain, and Update Monuments

WHEREAS; In 2023 the Minnesota Legislature, through MN Statute §381.125, directed the Minnesota Geospatial Information Office (Mn Geo) to develop a grant program for the perpetuation of Public Land Survey System (PLSS) monuments; and

WHEREAS; Steele County is responsible for maintaining the PLSS; and

WHEREAS; Steele County has identified Clinton Falls Township; and

WHEREAS; the total cost and request will be \$50,00.00 for monument preservation and certification.

NOW THEREFORE BE IT RESOLVED; That the Steele County Board authorizes the Geographic Information Systems Coordinator to submit a proposal to MnGeo for the Minnesota PLSS Monument Grant Program and if awarded, authorize the Geographic Information Systems Coordinator to accept the grant and enter into the necessary agreements beginning in February 2024 and running through March 31, 2026.

BE IT RESOLVED FURTHER; That State Funds received for this project will be receipted into the Steele County Surveyor account 01-102-6801.

Adopted by the Steele County Board of Commissioners this 26 day of March 2024.

Steele County
Board of Commissioners

Chair

Attest:

Clerk



PURCHASE AGREEMENT AND INTERIM LEASE

THIS PURCHASE AGREEMENT AND INTERIM LEASE is made this _____ day of _____, 2024 by and between the County of Steele (“County”) and the City of Owatonna (“City”).

RECITALS

1. County and City jointly own the Law Enforcement Center facility (“LEC”) located at 204 East Pearl Street, Owatonna, Minnesota, the legal description of which is attached hereto as Exhibit A and incorporated herein by reference.
2. The LEC serve as the headquarters for both the Steele County Sheriff’s Office and the Owatonna Police Department.
3. The County desires to relocate the Sheriff’s Offices to the Steele County Detention Center located at 2500 Alexander Street, Owatonna, Minnesota.
4. The City desires to purchase the County’s one-half interest in the LEC for the sum of Seven Hundred Thousand Dollars (\$700,000) based on a total appraised price of \$1,400,000.00, pursuant to the terms and conditions below.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises below, the County and City agree as follows:

AGREEMENTS

1. Purchase Price. County agrees to sell and City agrees to pay the sum of Seven Hundred Thousand (\$700,000) Dollars for the County's interest in the LEC building.
2. Date of Closing. The date of closing shall be on or before April 12, 2024.
3. Deed and Marketable Title. Upon performance by City the County shall deliver a Warranty Deed conveying marketable title to the property to the City subject to (a) building and zoning laws, ordinances, state, and federal regulations; (b) rights of tenants lawfully in possession.
4. Possession. County shall deliver possession of the property to City effective the date of closing subject to the County's interim lease described below.
5. Proration. As of the date of closing County and City will calculate and prorate all charges for utilities and other monthly services provided to the LEC.

6. Mechanic Liens or Other Charges. The County warrants that prior to closing payment in full has been made for any labor and materials, machinery, fixtures, or tools furnished within 120 days to its portion of the facilities preceding the closing. No reimbursement to the County shall be made by City for the County's share of recent capital investments at the LEC.
7. Access. Prior to closing, County will allow City reasonable access to the property for purposes of conducting any inspections of the property upon 3 days notice by email to County. The City will be responsible for any damage to the premises caused by the inspection, for example, removing ceiling tiles or drywall to check for leaks.
8. Walk-Through Review. City has the right to a walk-through review of the property prior to closing.
9. Risk of Loss. If there is any loss or damage to the property between the date of this Agreement and the closing due to fire, vandalism, flood, tornado, or any other natural cause the risk of loss shall be borne equally by the parties as co-owners. If the property is destroyed or substantially damaged before the closing the City may cancel this Agreement by written notice to the County, in which event, the County

and City shall immediately sign a cancellation of this Purchase Agreement confirming the cancellation.

10. Interim Lease.

- a. Pending the County's relocation to the Steele County Detention Center, the County may continue to occupy that portion of the LEC it currently occupies with no rental obligation or other additional consideration for one (1) year after the date of this Agreement.
- b. After the first anniversary of this Agreement the County may continue to occupy the portion of the LEC it currently occupies at the rental rate of \$19.00 per square foot.
- c. The County and City agree that the Interim Lease will terminate no later than _____.
- d. During the duration of the Interim Lease the County shall continue to share in the operating expenses including telephone, telecom, garbage, shredding, pest control, copier and supplies.
- e. The City will share the cost of the Records Personnel and Janitorial Services on a 50-50 basis. The City will pay for any necessary repairs.

11. Insurance. County shall at all times during the term of this lease and any extensions thereof, carry public liability insurance covering the leased premises, which insurance shall insure against liability for personal injury or death and property damage with insurance limits of not less than \$500,000 for all damages arising out of bodily injuries to or death of one (1) person and \$1.5 Million for all damages arising out of bodily injury to or death of two (2) or more persons in any one accident and shall provide any increases in such limits so as to always be equal to the maximum amount as provided in Minn. Stat. § 466.04. All such insurance policies shall be with a company and in a form acceptable to the City and County agrees to provide and keep filed on record with the City a certificate of insurance naming the City as an additional insured and certifying to the existence of such policies.

12. Indemnification. County agrees to defend and indemnify City, its officers, employees, and volunteers from and against all claims, damages, losses and expenses including attorney's fees arising out of or under this Agreement but only to the extent caused in whole or in part by the negligent acts, errors, or omissions of County, its contractors or sub-contractors or anyone directly or indirectly employed by County or anyone for whose acts County may be liable. County agrees that this indemnify obligation shall survive the termination of this lease.

City agrees to defend and indemnify County, its officers, employees, and volunteers from and against all claims, damages, losses and expenses including attorney's fees arising out of or under this Agreement but only to the extent caused in whole or in part by the negligent acts, errors, or omissions of City, its contractors or sub-contractors or anyone directly or indirectly employed by City or anyone for whose acts City may be liable. City agrees that this indemnify obligation shall survive the termination of this lease.

13. Joint or Mutual Waiver of Subrogation. It is hereby understood and agreed by and between the undersigned parties that they do jointly and separately waive any and all right of recovery against the other or insured loss occurring at the property described herein.
14. Resolutions. The County and the City shall each adopt appropriate resolutions authorizing the execution of this Agreement, the Warranty Deed from the County to the City and to execute all such other documents and pay associated closing costs and to take such other actions as may be necessary to fulfill this Agreement.
15. Entire Agreement. This Agreement and any Exhibits and any addenda, if any, shall constitute the entire Agreement between County and City and supersedes any written or oral agreements between County and City. This Agreement may only

be modified or cancelled in writing signed by both County and City or by operation of law.

The County and City have each executed this Agreement on the date opposite their respective signatures.

COUNTY OF STEELE

By: _____ Date: _____
James Brady, Chairperson of the Board of Commissioners

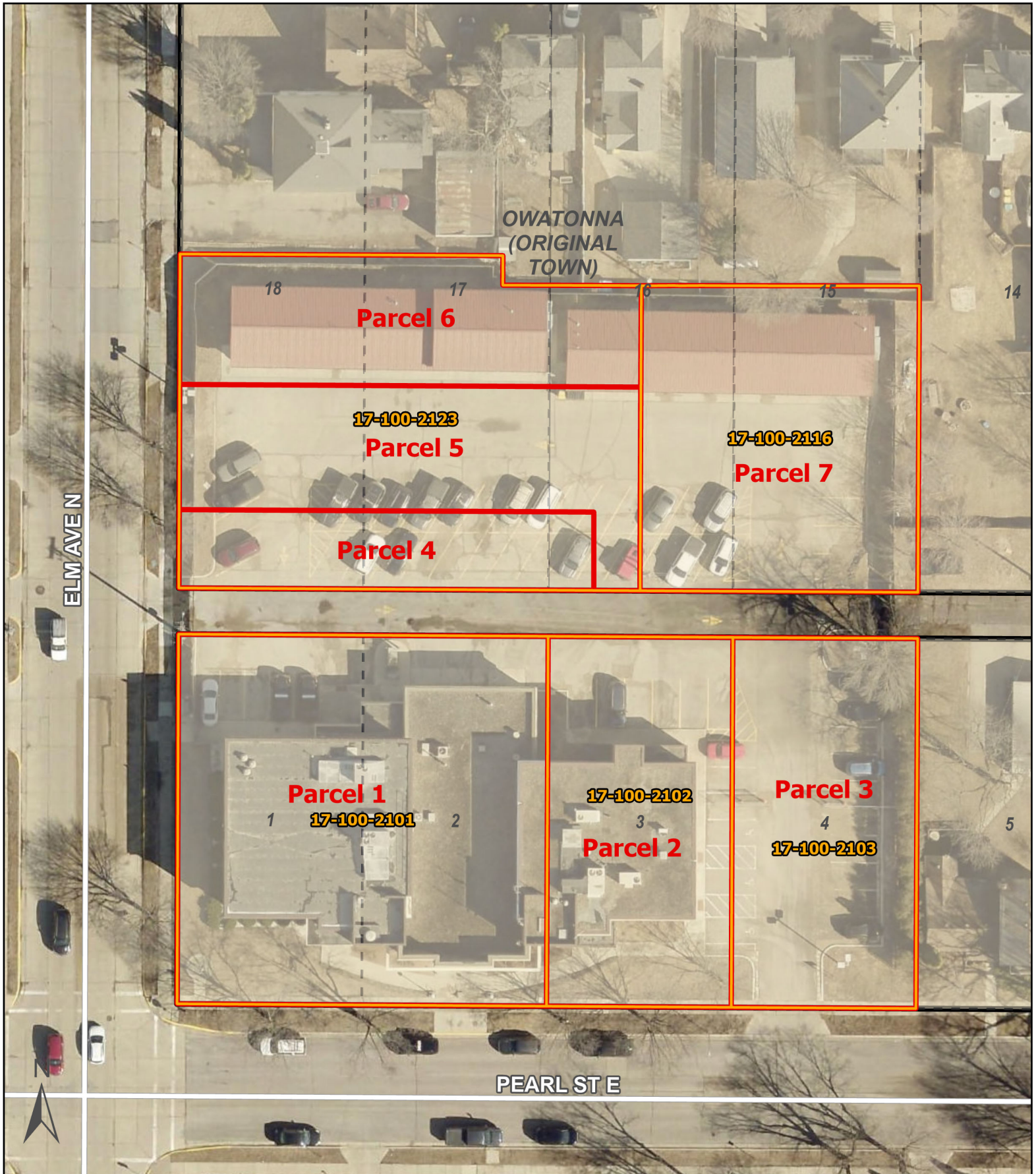
ATTEST:

_____ Date: _____
County Administrator

CITY OF OWATONNA

By: _____ Date: _____
Thoms J. Kuntz, its Mayor

By: _____ Date: _____
Kris M. Busse, its City Administrator



Parcels Plats
Plat Lots Deed Desc

Law Enforcement Center

Deed Descriptions from
A000250462



0 20 40
Feet



Steele County Agenda Item

Request for Board Action

Subject: Approve Out of State Travel – PBK Annual Training

Department: Attorney's Office

Committee: Choose an item.

Committee Meeting Date

Work Session Date: March 26, 2024

Board Meeting Date: March 26, 2024

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

.

Recommendation:

Approve Out of State Travel for the paralegal and victim services coordinator to attend the Annual Prosecutor by Karpel User Group Meeting and Training.

Background *(Including Budget Impact)*:

The County Attorney's Office is requesting approval for Out of State Travel to attend the Annual Prosecutor by Karpel User Group Meeting and Training. Prosecutor by Karpel (PBK) is our case management software. It plays an essential role in our daily operations. The office's paralegal serves as the contact point between our office and PBK. The victim services coordinator uses PBK to interface with victims, generate disclosures when talking to victims, and provide victims notices we are statutorily obligated to send. Attending the annual meeting and training will allow both employees to keep up with the latest updates and offer feedback of how PBK can improve based on our needs.

The cost of the training is \$325 per person. Travel, meals, and lodging will be \$1356 per person. This item is covered under our training budget.

Attachments:

Annual Prosecutor by Karpel User Group Meeting and Training Agenda

Karpel Solutions National User Group Agenda April 2 – 4, 2024

Tue. AM	Versailles 1&2 General Sessions	Matterhorn- Templates Track	Versailles 2- Attorney Track	St. Moritz/Bern- Report Track
8:00-9:00	Registration- Versailles Foyer			
9:00 – 9:30	Welcome – With Jeff Karpel <i>Meet the trainers and learn more about their skill sets along with an update on the Karpel Foundation and the projects that have been awarded.</i>			
9:30-10:30	Introduction to 7.3 With LeeAnn Karpel			
10:30-10:45	Break			
10:45 -Noon	What Do You Want to Learn This Week? Moderator Jeff Karpel <i>Interactive session for you to share your challenges and what you hope to learn this week.</i>			
Tue. PM	Lunch on your own			
1:30 – 2:25	How PbK Should Work for You-PbK Audit -With Laurie Duke, Betty Learn <i>What is a PbK audit and does your office need one? We will review certain areas of PbK to help you implement new features and to ensure you are using PbK to its fullest.</i>	Templates 101 With Heather Blank *Laptop Required <i>Learn approaches to create basic templates and data source utilization. You will learn to design a simple victim letter and a motion.</i>	Best Courtroom Practices for Paperless Prosecution and Defense (CLE 1.2 hrs.) With Kelly Camilleri, Randy Knopf <i>Learn how to effectively use setting control and the court face sheet in the court room to promote excellent courtroom advocacy and criminal justice data retention.</i>	Improving Data Integrity With Tyler Ingham, Ezekiel Kaufman <i>Do you have duplicate, misspelled or unused codes? Or maybe bad data? This session we'll review a new data-integrity report available to you to conduct continuous quality improvement in PbK and DbK.</i>

Karpel Solutions National User Group Agenda April 2 – 4, 2024

	Versailles 1- General Sessions	Matterhorn- Templates Track	Versailles 2- Attorney Track	St. Moritz/Bern- Report Track
2:30-3:30	Everything You Need to Know About Codefendant Cases With Scott Crause <i>Struggling with managing codefendants cases? Join Scott to learn all you need to know about creating and tracking codefendant cases.</i>	Templates 102 With Heather Blank *Laptop Required. Must attended Templates 101 before attending this session. <i>Learn how to construct a charging document, subpoena, and a witness list.</i>	Ethical Data Computing- Best Practices (CLE 1.1 hrs. Ethics) With Christian Bahn <i>This session will address ethical questions regarding data in PbK/DbK, including storing and protecting confidential information and documents.</i>	What Reports Can Do For You With Tyler Ingham, Ezekiel Kaufman, Pippa Barrett <i>This presentation will explain the extent to which PbK/DbK reporting can help users answer legislative inquiries, meet grant reporting requirements, provide agency-wide oversight, and display agencywide statistics.</i>
3:30 – 3:45	Break			
3:45- 4:45	Open Door Policy- Transparency and Communication with Law Enforcement With Joe Wright <i>In this session you will learn how to use features in PBK and the Law Enforcement Portal to keep your lines of communication clear and open with your local police departments.</i>	Templates Lab With Heather Blank *Laptop Required <i>Get some one-on-one assistance with an issue, or “how to” instructions.</i>	DbK Roundtable Moderator Randy Knopf <i>Join Randy for a discussion focusing on how your office leverages DbK that might benefit others, expanding DbK centric reporting and better use of automated notifications to clients and witnesses.</i>	Reports Lab With Tyler Ingham, Ezekiel Kaufman <i>Open lab with Tyler and Ezekiel to assist with custom and canned reports.</i>
6:00 -8:00	Welcome Reception- Patio/Zurich Ballroom (lower level)			

Alpine 1 & 2 (lobby level) Open Lab 1:30 – 4:45 PM. Take advantage of our lab option throughout the entire conference. Meet with Scott Crause and members from our help desk for some one-on-one assistance with an issue, or “how to” instructions on any subject.

Karpel Solutions National User Group Agenda April 2 – 4, 2024

Wed AM		Matterhorn- Templates Track	Versailles 2- Attorney Track	St. Moritz/Bern- Report Track
7:30-9:00	Versailles 1- General Session Breakfast- Zurich (lower level)			
9:00 – 9:55	Training and Support – Where to go When You Need Help With Benji Varner <i>Learn more about the different avenues available to receive help and training.</i>	Templates 101 With Heather Blank *Laptop Required <i>Learn approaches to create basic templates and data source utilization. You will learn to design a simple victim letter and a motion.</i>	Takin' Care of Business- How to Manage your Case Effectively Outside the Courtroom (CLE 1.2 hrs.) With Joe Wright, Erin Crouch <i>In this session you will learn how to use PbK/Dbk to manage your case as an attorney outside of court. This includes tasking investigators or staff, creating a plea offer, electronically selecting witnesses for trial, and other ways to prepare for court.</i>	What Reports Can Do For You With Tyler Ingham, Ezekiel Kaufman, Pippa Barrett <i>This presentation will explain the extent to which PbK/Dbk reporting can help users answer legislative inquiries, meet grant reporting requirements, provide agency-wide oversight, and display agencywide statistics.</i>
10:00-11:00	Large Media Management in PbK/Dbk With LeAnn Karpel <i>Learn how to play different media types, use automatic transcription, redact faces, and more with PbK and Dbk built-in audio and video streaming and editing tools.</i>	Templates 102 With Heather Blank * Laptop Required. Must attended Templates 101 before attending this session. <i>Learn how to construct a charging document, subpoena, and a witness list.</i>	Jury Instructions "how to" and Making Westlaw and LexisNexus Work for You-With Krista Boston <i>Take the chore out of creating jury instructions and learn how to setup, configure, and automate the creation of jury instructions, verdict directors and instruction packets.</i>	Improving Data Integrity With Tyler Ingham, Ezekiel Kaufman <i>Do you have duplicate, misspelled or unused codes? Or maybe bad data? This session we'll review a new data-integrity report available to you to conduct continuous quality improvement in PbK and Dbk.</i>
11:00-11:15	Break			
11:15 -12:10	My View-How to Use and Customize With Pippa Barrett, Megan Vincent <i>Learn how to use My View to manage cases from referral to disposition, and learn how to customize My View to suit your particular needs.</i>	Templates Lab With Heather Blank *Laptop Required <i>Get some one-on-one assistance with an issue, or "how to" instructions.</i>	Configuring Charge Language and Prompts With Christian Bahn <i>This session will address the creation and amendment of your charge language, including creating prompts and drafting/attaching language files to charge codes.</i>	Reports Lab With Tyler Ingham, Ezekiel Kaufman <i>Open lab with Tyler and Ezekiel to assist with custom and canned reports.</i>

Karpel Solutions National User Group Agenda April 2 – 4, 2024

Wed. PM	Lunch on your own			
	Versailles 1- General Sessions			
1:30 – 2:25	Obscure Features of PbK/Dbk With Krista Boston, Kelly Camilleri <i>This session will introduce obscure features that you may not know about such as the Search Warrant Module, Grand Jury Scheduling, Person Record Quality Control and more!</i>	Templates 103 Advanced With Heather Blank, *Laptop Required <i>Review and understand how civil templates work, and how to effectively design and produce various civil templates.</i>	Versailles 2 Let's Explore Diversion Settings With Laurie Duke, Betty Learn <i>Learn how to setup diversion programs for pre-trial intervention or treatment courts along with tracking your requirements and the reports you can run to get statistics and detail information on those programs.</i>	St. Moritz/Bern- Report Track Reports Lab With Tyler Ingham, Ezekiel Kaufman <i>Open lab with Tyler and Ezekiel to assist with custom and canned reports.</i>
2:30-3:30	New Victim Portal- Take a Look! With LeeAnn Karpel <i>LeeAnn will demo the new Victim Portal which enables victims to upload electronic documents, see upcoming court dates, invoke victim rights, and easily communicate with their victim advocate.</i>	Templates Lab With Heather Blank *Laptop Required <i>Get some one-on-one assistance with an issue, or "how to" instructions.</i>	iSubpoena Demonstration by Legal Notification Services With Jos Van Hout <i>Did you know PbK provides no cost integration with iSubpoena? Learn more about iSubpoena and how it is used by law enforcement for fast and efficient subpoena notifications.</i>	Reports Lab With Tyler Ingham, Ezekiel Kaufman <i>Open lab with Tyler and Ezekiel to assist with custom and canned reports.</i>
3:30 – 3:45	Break			
3:45- 4:45	Case Page Templates- How to Make PbK & Dbk Pages Work for You With Joe Wright, Pippa Barrett <i>How to customize case pages in PbK and Dbk to work for your office needs.</i>	Templates Lab With Heather Blank *Laptop Required <i>Get some one-on-one assistance with an issue, or "how to" instructions.</i>	Victim Services-Tracking Different Grants With Laurie Duke and Betty Learn <i>During this session we will show how to setup your Victim Services grants and review tracking your information on your cases and how that information affects your reports.</i>	Reports Lab With Tyler Ingham, Ezekiel Kaufman <i>Open lab with Tyler and Ezekiel to assist with custom and canned reports.</i>
6:00 -9:00	Westport Social			

Alpine 1 & 2 (lobby level)- Open Lab from 9:00 AM to 4:45 PM- Take advantage of our lab option throughout the entire conference. Meet with Scott Crause and members from our help desk for some one-on-one assistance with an issue, or "how to" instructions on any subject.

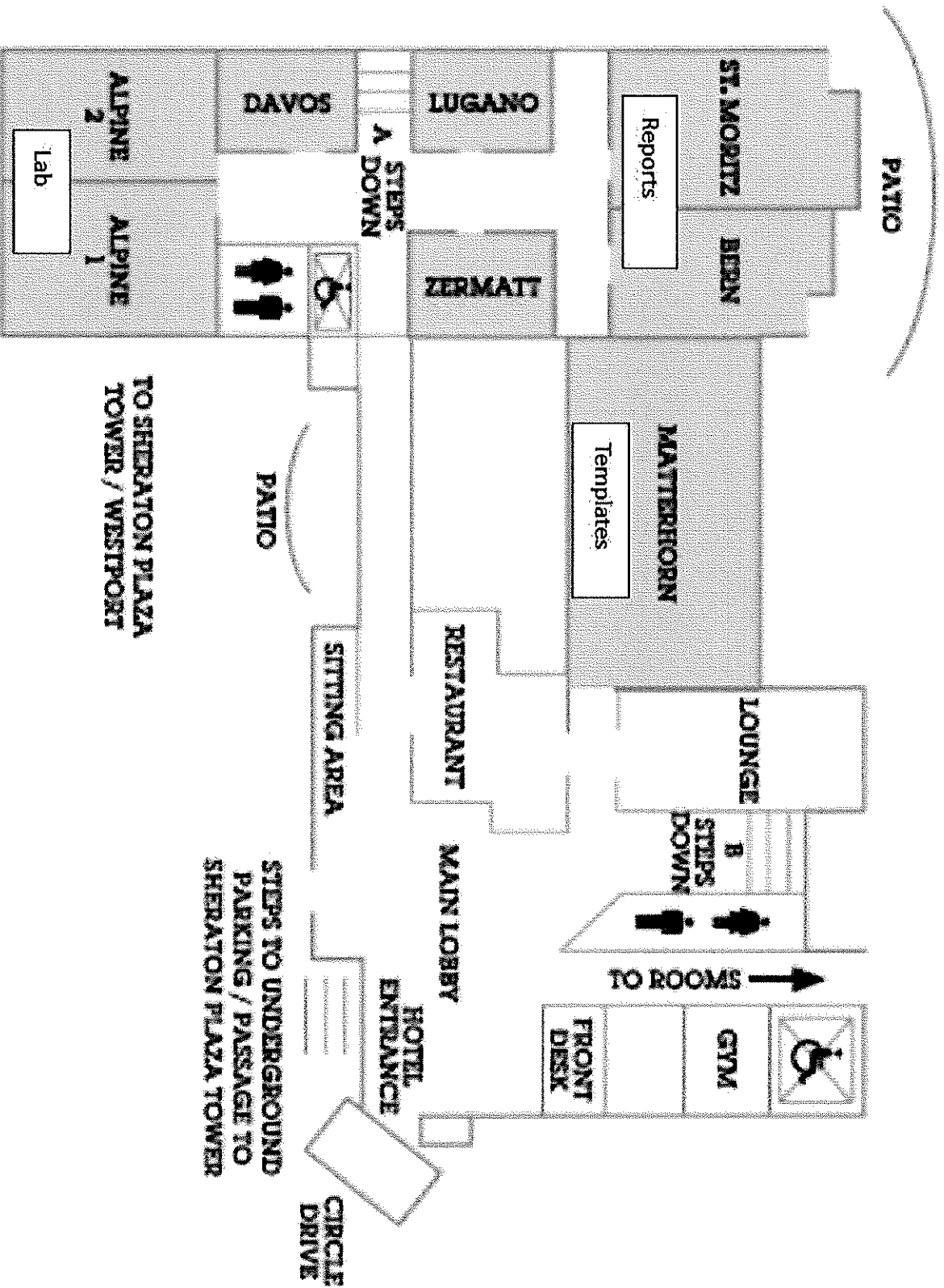
Karpel Solutions National User Group Agenda April 2 – 4, 2024

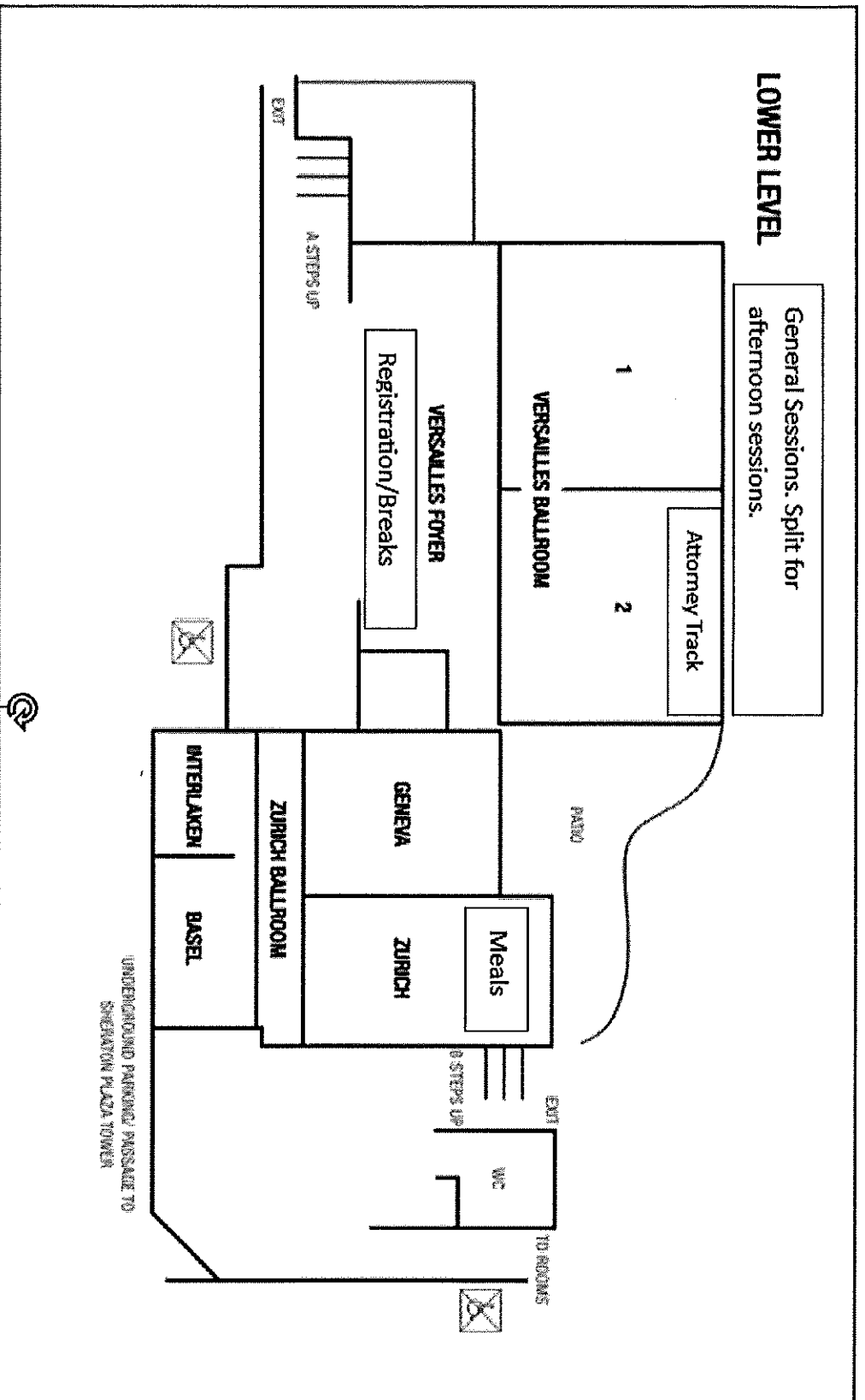
Thur. AM		Versailles 1&2- General Sessions				
7:30-9:00	Breakfast- Zurich (lower level)					
9:00 – 10:30	Tips and Tricks – Options and Features That Can Save Users Time and Effort With Pippa Barrett, LeeAnn Karpel <i>Facts and Features in PbK and DbK that can save you Time and Effort.</i>					
10:30-10:45	Break					
10:45 -Noon	What Did You Learn and What Are You Going to Do About It? Moderator Jeff Karpel <i>Tell us what you learned and how you plan to utilize it in your office.</i>					
End						

Alpine 1 & 2 (lobby level)- Open Lab from 9:00 AM – 2:00PM.

Don't forget to turn in your completed evaluation forms!

LOBBY LEVEL





Steele County

FISCAL YEAR 2023 RESULTS (OCT - SEPT)

About Semcac

Semcac is a nonprofit, 501c3 Community Action Agency designated to serve southeastern Minnesota. Established in 1966, Semcac serves the counties of Dodge, Fillmore, Freeborn, Houston, Mower, Steele & Winona. Limited services are also provided in Olmsted, Goodhue, Rice & Wabasha counties. Semcac provides services to assist low-income &/or at-risk populations & addresses community needs.

Annual Full Agency Results



SERVED

22,332

INDIVIDUALS
(UNDUPLICATED)



FROM

11,287

HOUSEHOLDS

&



PROVIDED

49,274

BUS RIDES



[Semcac.org](https://www.semcac.org)

MISSION

Empower & advocate for people to enhance their self-sufficiency by maximizing community resources

LOCATIONS IN STEELE COUNTY

- 1 Steele Cty Contact office
545 Dunnell Dr., Owatonna
- 2 Senior Dining Sites:
-Senior Center, 134 3rd Ave SE, Blooming Prairie
-Cedar Place apts, 2211 Hartle Ave., Owatonna
-Senior Place, 500 Dunnell Dr., Owatonna
- 3 Semcac Head Start classroom
565 20th St NE, Owatonna

Thank you volunteers!

39,314 hours donated by 915 volunteers.

Semcac's Impact in Steele County

Senior Nutrition results in seniors who are empowered to maintain their health and nutritional well-being and allows at-risk seniors to remain in their own home. A Registered Dietitian approves meals.

- 8,425 hot, nutritious meals were served in a congregate setting at Senior Dining to 181 seniors age 60+ and spouses in Steele County.
- 27,300 nutritious meals were delivered by Meals on Wheels volunteers to 184 Steele County seniors in Blooming Prairie, Ellendale, Medford, and Owatonna.

Senior and Caregiver Advocacy results in seniors maintaining safe and independent living.

- 38 unduplicated seniors and caregivers in Steele County received individual assistance to identify needs, access resources, make informed decisions and reduce isolation.

Energy Assistance results in keeping people warm by heating homes during the winter season, thus extending the limited, low household income.

- 686 households in Steele County received assistance with their utility payments during the winter season. Also, 199 households received additional crisis assistance.

Weatherization results in greener communities, lower energy bills for low-income people and creates new jobs.

- 8 households in Steele County had their homes weatherized and learned more about energy conservation. 4 households received home conservation services funded through the local utility company Conservation Improvement Programs administered by Semcac.
- 21 households received energy related repairs, such as furnace replacement.

Head Start & Early Head Start result in empowered families and young children who are ready for kindergarten. Head Start families receive comprehensive services from Semcac.

- 81 individuals (42 children and their families) were educated at the Head Start classrooms in Steele County during the program year.

Outreach and Emergency Services supports people through a crisis and allows them to utilize their limited income until they reach stability.

- 39 households (156 individuals) received crisis financial assistance for transportation via the Car Repair Program in Steele County.
- 40 households (92 individuals) were assisted with rent or mortgage payments or provided with motel vouchers to prevent homelessness in Steele County.
- Outreach & Emergency Services staff provided information & referrals to other/outside organizations for 2,548 individuals from 980 households in Steele County. Staff also provided information & referrals within the agency to 4,215 people in Steele County.

Semcac Transportation results in people getting to their medical and dental appointments, senior dining and other locations to meet essential needs.

- 459 rides were provided to 66 individuals utilizing the Volunteer Driver Program in Steele County. Volunteer drivers use their own vehicle to provide rides.

Tripartite Board of Directors

Neil Witzel, President - Dodge County
Tim Tjosaas - Dodge County
Greg Peterson – Dodge County
Larry Hindt - Fillmore County
Ruth Fallon, Treasurer - Fillmore County
Karen Johnson - Fillmore County
Open - Freeborn County
John Foreman - Freeborn County
Patricia Coleman – Freeborn County
Carolyn Cripps – Houston County
Bob Burns - Houston County
Open - Houston County

Janice Ball, Secretary - Mower County
Polly Glynn - Mower County
Tina Bell - Mower County
Open position- Steele County
Rick Gnemi - Steele County
Rick Wittrock, Vice Pres.- Steele County
Brenda Boettcher - Winona County
Steve Sarvi - Winona County
Greg Olson - Winona County

Brian Lipford – Attorney Liaison
Chrissa Mueller – Early Childhood Liaison

Contact Us & Stay Informed

Jennifer Hengel, Executive Director
jennifer.hengel@semcac.org

[Semcac.org/donate](https://semcac.org/donate)
Like & Follow @Semcac on social media



Transitional Housing of Steele County

Transitional Housing is an interfaith organization responding to people with housing needs. To carry out this mission, we work with groups to help create, locate, and enter affordable housing.

HOMELESSNESS IS HIDDEN BUT IT IS THERE.

Today, right here, in Steele County, hundreds of people are homeless. Many of them are children. The reasons for their homelessness include the following factors:

- abject poverty
- abusive relationships
- living in their cars
- temporary housing in shelters
- doubled up in crowded housing that is unsafe and uninhabitable.
- Job loss
- Health conditions

TRANSITIONAL HOUSING: Transitional Housing helps families and individuals who are homeless. We help families and individuals find long term affordable housing through Rent Assistance, Deposit Assistance, Budgeting, and Case Management.

SELF-SUFFICIENCY: The individuals in our program find their own affordable apartment, sign their own lease, and pay a portion of their own rent according to their income. Transitional Housing subsidizes this rent. This helps to empower the individuals and it fosters a working relationship between the individuals and the landlords to stay in housing.

But I must emphasize that we do not give hand-outs. We provide opportunities. The clients we support have already made the commitment to improve their lives and their future. They have demonstrated the commitment and the dedication needed to achieve their goals.

Transitional Housing clients are in the program for up to two years. In order to remain in the program, they must make adequate progress toward self sufficiency. They must be accountable for their own actions and their own results. When they exit the program at the end of two years, they must be employed and they must be in permanent housing.

We currently have 20 families in our two-year transitional housing program and we help 5 families each month who need eviction prevention one-time assistance.

TRANSITIONAL HOUSING HAS A WAITING LIST OF OVER 40 ELIGIBLE FAMILIES.

Transitional Housing of Steele County (THSC) continues to provide quality services for those in Steele County who are homeless or are at risk of becoming homeless. The breakdown of services in 2023 was as follows:

Transitional Housing: 39 households received transitional housing services (deposit, first month's rent, ongoing monthly rental subsidies, and case management combined) from government funds and United Way funds.

Eviction Prevention: 56 households received eviction prevention assistance from United Way and Otto Bremer Trust funds. (Some households received assistance for multiple months.)

Motel Vouchers: 15 households received motel stays for five nights each from United Way emergency funds.

Referrals: The agency received 586 phone calls or personal visits from families or individuals who were homeless or were at risk of becoming homeless. The staff responded by assisting in referrals, navigation, and advocacy. All families and individuals were placed on a waiting list. Many called multiple times throughout the year. (This is a duplicated number.)

Thank you for all of the ways you continue to make a difference for families and individuals experiencing homelessness in our community.