



**Scott O. Arneson**  
County Administrator  
Goodhue County

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Date: February 16, 2023

To: Goodhue County Board of Commissioners

From: Scott O. Arneson, County Administrator

RE: Government Center Lower Level

As you may recall, Commissioners requested at the County Board Workshop on January 17, 2023 for staff to bring a request for a Veterans Service Office Administrative Assistant to a future personnel committee. At the same time, it was also requested to illustrate a hybrid central services concept model in the lower level of the Government Center.

Over the last few weeks, County Administration staff has met with Veteran Service Officer (VSO), Justin Kent, Facilities Maintenance Director, Tim Redepenning and Information Technology Director, John Smith and discussed options to develop a hybrid model for the lower level of the government center. Our goal is to provide the best service possible to the citizens seeking service in the building and meeting people where they are. This continues to be a work in progress as VSO, Justin Kent intends to have collaborative planning and cross training efforts between both the Veterans Service Office and the Extension Office.

The attached floor plans of the lower level and first floor of the Government Center give you a snap shot of the spaces and who could occupy them. Listed below **could** be the first steps to a multi-year/step approach to the implementation of a hybrid central services type model.

1. Information Technology moves to 1<sup>st</sup> floor – Room 104
2. Veteran’s Service Office and Extension moves to lower level space
3. Facilities Maintenance moves to 1<sup>st</sup> floor – Room 101
4. Increase/change signage within the building.
5. Possible relocation of Information Technology Servers (will study this and cost)
6. Inventory/Scan/Clean out of storage vaults in the lower level
7. Redo the lower level entrance of the Government Center to an inviting/welcoming central services concept.

\*the ARPA funded position at the lower level door will be going away at some point.

## GOODHUE COUNTY BOARD OF COMMISSIONERS

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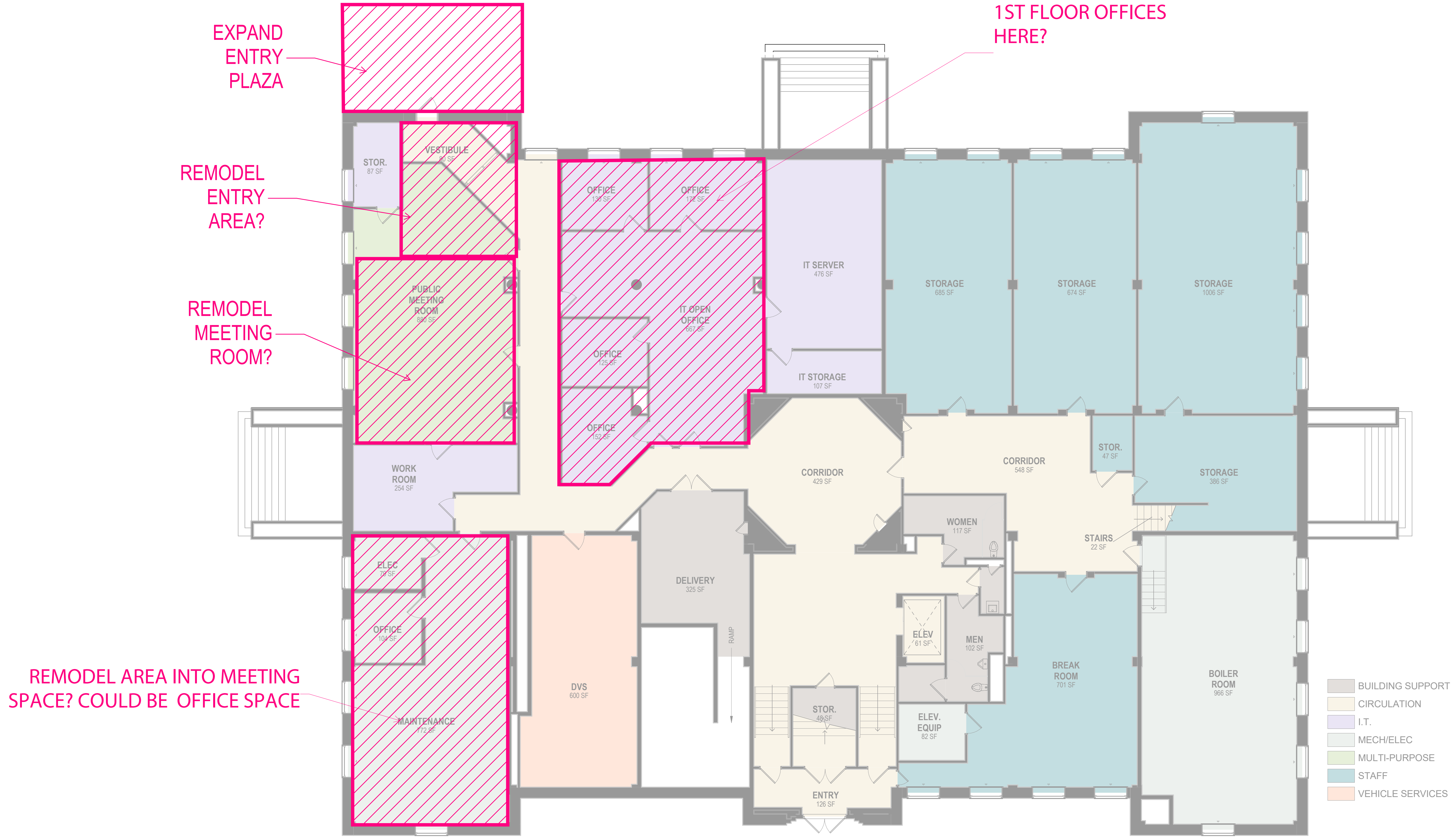
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# LOWER LEVEL - EXISTING DEPARTMENT PLAN



# FIRST LEVEL - EXISTING DEPARTMENT PLAN



RELOCATE INFORMATION TECHNOLOGY TO HERE

RELOCATE MAINTENANCE TO HERE

- BUILDING SUPPORT
- CIRCULATION
- EXTENSION
- LAND USE MANAGEMENT
- PUBLIC MEETING ROOM
- SURVEY/GIS
- TO BE DETERMINED
- VETERAN SERVICES