



# Goodhue County

## Minnesota

GOODHUE COUNTY PERSONNEL COMMITTEE

CONFERENCE ROOM 301-1  
GOVERNMENT CENTER, RED WING

FEBRUARY 21, 2023  
8:30 AM

1. 8:30 A.M. VSAA  
Veteran's Office Administrative Assistant

Documents:

[VSAA 2023 REQUEST.PDF](#)  
[GC LOWER LEVEL.PDF](#)

# Goodhue County Land Use Management

Goodhue County Government Center | 509 West Fifth Street | Red Wing, Minnesota 55066



Building | Planning | Zoning  
Telephone: 651.385.3104  
Fax: 651.385.3106

Environmental Health | Land Surveying | GIS  
Telephone: 651.385.3223  
Fax: 651.385.3098

**TO:** County Board of Commissioners

**FROM:** Lisa M. Hanni, Director / County Surveyor / County Recorder  
Justin Kent, CVSO

**DATE:** February 21, 2022 Personnel Committee

**RE:** Administrative Assistant – Veteran’s Office

## **Summary:**

We are requesting to fill one FTE for the Administrative Assistant in the Veteran’s office as soon as possible.

## **Background and Request:**

This position is crucial in the operation of this office. The traffic in the office has grown immensely over the last few years (see attached statistics).

The Administrative Assistant position job description has been updated and has been evaluated at Range 81.

For comparison, Wabasha, Steele, and Rice counties all have one CVSO and one AA. Olmsted County has one CVSO, two ACVSOs, and one AA. Dakota County has one CVSO, 4 ACVSOs, and one AA. Each county has a separate AA in the office.

Currently, the ACVSO is doing the administrative assistant work (answering phones, scheduling rides, greeting walk-ins, scanning paperwork, ...) and is getting little training to work with the CVSO to be able to file claims or work with more detailed requests. In essence, the County is paying a higher position to do the work of the Administrative position. With the amount of the traffic in the office, we do not feel that we are providing timely and thorough service to our veterans by utilizing the ACVSO as an administrative assistant instead of the work they are qualified to do.

There are thousands of veterans in the county that have not been through this office to apply for benefits. In order to effectively communicate our services and Veteran’s potential benefits, we need to establish a robust outreach program. With the current staffing level, we are not able to explore or sustain outreach opportunities.

With a full time administrative assistant to help with the daily phone, email, walk-in traffic, back scanning of files, and ride coordination, the CVSO and ACVSO will have time to meet with more Veteran’s, establish an outreach program, and go to mandatory training without leaving the office unattended.



# REQUEST TO HIRE FORM

## DEPARTMENT & POSITION INFORMATION

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Submitter Name: \_\_\_\_\_

Position Title: \_\_\_\_\_ Position Reports To: \_\_\_\_\_

Has the job description been reviewed by the department head?  Yes  No

Type of Hire:  Replacement (backfill) Replacing Who? \_\_\_\_\_  New Position

Classification:  Full Time  Part Time

Status:  Permanent  Temporary (67 day)  Seasonal  Intern – paid

How does Goodhue County staff in this position compare to similar sized counties?

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## BUDGET & SALARY INFORMATION

### Budget Impact

For new positions, please indicate whether or not the position has been budgeted for the current year.

- Replacement position in budget  
 New position in budget  
 New position not in budget

### Has this job classification been evaluated by the Hay Group?

Yes  No

FLSA Status:  Exempt (salaried)  Non-Exempt (hourly)

Starting Pay Grade / Step: \_\_\_\_\_ / \_\_\_\_\_

Anticipated Benefit Cost: \$ \_\_\_\_\_

Use this link for help calculating salary & benefits:  
[Total Comp & Benefits Calculator](#)

Total Cost\*: \$ \_\_\_\_\_

Total Budgeted: \$ \_\_\_\_\_

\*Salary & Benefits

## ADDITIONAL INFORMATION

Please explain all options and alternatives considered including mergers, transfers of duties, position elimination, impacts on county services and overtime, etc.

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Job Posting Type:  Internal only  Internal & External

### Advertising Requested:

- |  |   |
|--|---|
| <input type="checkbox"/> ADP Career Center (includes indeed.com) | <input type="checkbox"/> County website (includes Facebook & Twitter) |
| <input type="checkbox"/> Lake City Shopper/ Graphic              | <input type="checkbox"/> Republican Eagle (includes JobsHQ online)    |
| <input type="checkbox"/> Cannon Falls Beacon                     | <input type="checkbox"/> Zumbrota Shopper                             |
| <input type="checkbox"/> Assoc. MN Counties (AMC) website        | <input type="checkbox"/> League of MN Cities (LMC) website            |

Other Advertising Requested: \_\_\_\_\_

Send completed form & job description to Human Resources Director.

**REQUEST TO HIRE FORM**  
APPROVALS PAGE

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Submitter Name: \_\_\_\_\_

Position Title: \_\_\_\_\_ Position Reports To: \_\_\_\_\_

**HUMAN RESOURCES USE ONLY**

Did HR review job description?  Yes  No

Recommendation:  Approve Hire  Deny Hire

Comments: \_\_\_\_\_

\_\_\_\_\_

HR Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**COUNTY ADMINISTRATOR USE ONLY**

Disposition:  Approve Hire  Deny Hire  Require to go to Board

Comments: \_\_\_\_\_

\_\_\_\_\_

County Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

After final determination is made, this form should be sent to:

Person/ Department	Date & Initial	Method
<input type="checkbox"/> Human Resources Director	_____	<input type="checkbox"/> Email <input type="checkbox"/> Interoffice
<input type="checkbox"/> Department Head	_____	<input type="checkbox"/> Email <input type="checkbox"/> Interoffice



**Justin Kent**  
**CVSO/Legislative Liaison/Extension Director**

*Justin.Kent@co.goodhue.mn.us*  
509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3256  
Fax (651) 267.4881

To: Personnel Committee  
509 West 5<sup>th</sup> St.  
Red Wing, MN 55066

Regarding, Administrative Assistant for Veteran's Service Office

Hello,

I am submitting evidence that the Veteran Services department needs an administrative assistant position to more thoroughly provide quality service to Goodhue County veterans.

The numbers:

Phone calls:

- The veteran service office placed and received 7,606 phone calls during the year of 2022.
- This averages out to approximately 30 phone calls per day.

Interactions

- Veteran interactions began to be tracked in August 2022.
- Since then we have tracked 2704 interactions with veterans and veteran service providers.

In-Person

- Since August, 2022 we have had 540 in-person meetings with veterans.
- An average of four one-hour appointments per day.

Veteran records

- All physical files still need to be scanned and uploaded into Vet Pro
- All files in VIMMS have not been transferred to VetPro
- We have historical WW1 and similar veterans' records that need to be scanned

Veteran's Benefits Awards: 2022

- A total of \$440,000 annual income was brought into Goodhue County from compensation DIC pension claims.
- 3% increase from 2020

Sincerely,

Justin Kent  
CVSO/Legislative Liaison/Extension Director

**GOODHUE COUNTY BOARD OF COMMISSIONERS**

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

BRAD ANDERSON  
2<sup>nd</sup> District  
10679 375<sup>TH</sup> St. Way  
Cannon Falls, MN 55009

TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

**FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDX)**

FY20 Summary of Expenditures by State										
Expenditures in \$000s										
County/ Congressional District	Veteran Population*	Total Expenditure	Compensatio n & Pension	Construction	Education & Vocational Rehabilitation / Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
RED LAKE	237	\$ 3,933	\$ 1,416	\$ -	\$ 33	\$ -	\$ -	\$ 1	\$ 2,484	134
TRAVERSE	248	\$ 3,190	\$ 1,522	\$ -	\$ 10	\$ -	\$ -	\$ 23	\$ 1,635	136
WOODS	288	\$ 5,418	\$ 1,769	\$ -	\$ 2	\$ -	\$ -	\$ 240	\$ 3,407	167
KITTSO	297	\$ 2,871	\$ 1,546	\$ -	\$ 14	\$ -	\$ -	\$ 0	\$ 1,311	161
MAHNOMEN	297	\$ 4,279	\$ 1,810	\$ -	\$ 17	\$ -	\$ -	\$ -	\$ 2,451	173
WILKIN	341	\$ 4,636	\$ 1,688	\$ -	\$ 40	\$ -	\$ -	\$ 14	\$ 2,894	176
BIG STONE	389	\$ 5,038	\$ 2,590	\$ -	\$ 36	\$ -	\$ -	\$ 7	\$ 2,405	258
COOK	399	\$ 3,630	\$ 1,813	\$ -	\$ 72	\$ -	\$ 1	\$ 35	\$ 1,709	121
LINCOLN	411	\$ 4,284	\$ 1,806	\$ -	\$ 20	\$ -	\$ -	\$ 56	\$ 2,402	163
GRANT	412	\$ 5,083	\$ 2,522	\$ -	\$ 75	\$ -	\$ -	\$ 91	\$ 2,396	218
NORMAN	418	\$ 7,479	\$ 2,456	\$ -	\$ 63	\$ -	\$ -	\$ 41	\$ 4,920	214
STEVENS	479	\$ 4,909	\$ 2,133	\$ -	\$ 104	\$ -	\$ -	\$ 145	\$ 2,527	212
LAC QUI PARLE	479	\$ 7,336	\$ 2,474	\$ -	\$ 51	\$ -	\$ -	\$ 22	\$ 4,789	333
MARSHALL	542	\$ 8,798	\$ 4,648	\$ -	\$ 128	\$ -	\$ -	\$ 21	\$ 4,001	343
ROCK	549	\$ 6,130	\$ 2,851	\$ -	\$ 199	\$ -	\$ -	\$ 125	\$ 2,956	278
PIPESTONE	558	\$ 4,183	\$ 1,436	\$ -	\$ 147	\$ -	\$ -	\$ 6	\$ 2,594	186
MURRAY	577	\$ 6,358	\$ 2,317	\$ -	\$ 49	\$ -	\$ -	\$ 22	\$ 3,969	293
YELLOW MEDICINE	595	\$ 8,728	\$ 3,751	\$ -	\$ 132	\$ -	\$ -	\$ 14	\$ 4,831	353
WATONWAN	634	\$ 9,886	\$ 3,190	\$ -	\$ 177	\$ -	\$ -	\$ 261	\$ 6,258	331
SWIFT	638	\$ 7,687	\$ 3,287	\$ -	\$ 90	\$ -	\$ -	\$ 4	\$ 4,306	322
JACKSON	660	\$ 5,224	\$ 2,432	\$ -	\$ 135	\$ -	\$ -	\$ 6	\$ 2,651	272
CLEARWATER	690	\$ 9,198	\$ 4,409	\$ -	\$ 142	\$ -	\$ -	\$ 9	\$ 4,638	390
COTTONWOOD	693	\$ 8,817	\$ 3,351	\$ -	\$ 94	\$ -	\$ -	\$ 77	\$ 5,295	325
CHIPPEWA	798	\$ 9,015	\$ 3,576	\$ -	\$ 82	\$ -	\$ -	\$ 108	\$ 5,249	445
POPE	844	\$ 8,735	\$ 3,733	\$ -	\$ 129	\$ -	\$ -	\$ 18	\$ 4,855	423
SIBLEY	888	\$ 7,535	\$ 3,697	\$ -	\$ 159	\$ -	\$ -	\$ 2	\$ 3,677	352
PENNINGTON	903	\$ 8,095	\$ 3,947	\$ -	\$ 114	\$ -	\$ -	\$ 65	\$ 3,969	362
LAKE	937	\$ 10,306	\$ 5,498	\$ -	\$ 131	\$ -	\$ -	\$ 87	\$ 4,590	404
RENVILLE	946	\$ 11,116	\$ 5,752	\$ -	\$ 72	\$ -	\$ -	\$ 17	\$ 5,276	446
ROSEAU	966	\$ 8,045	\$ 3,913	\$ -	\$ 103	\$ -	\$ -	\$ 14	\$ 4,015	390
KOOCHICHING	974	\$ 13,611	\$ 6,975	\$ -	\$ 137	\$ -	\$ -	\$ 203	\$ 6,297	437
NOBLES	979	\$ 9,974	\$ 3,883	\$ -	\$ 165	\$ -	\$ -	\$ 97	\$ 5,829	414
FARIBAULT	999	\$ 11,253	\$ 5,015	\$ -	\$ 186	\$ -	\$ -	\$ 144	\$ 5,907	435
REDWOOD	1,001	\$ 10,844	\$ 5,306	\$ -	\$ 159	\$ -	\$ -	\$ 155	\$ 5,223	409
WADENA	1,047	\$ 20,123	\$ 10,589	\$ -	\$ 393	\$ -	\$ -	\$ 90	\$ 9,051	607
WASECA	1,121	\$ 10,650	\$ 5,277	\$ -	\$ 252	\$ -	\$ -	\$ 57	\$ 5,064	479
DODGE	1,164	\$ 10,631	\$ 5,564	\$ -	\$ 613	\$ -	\$ -	\$ 93	\$ 4,361	418
HOUSTON	1,315	\$ 10,702	\$ 5,551	\$ -	\$ 326	\$ -	\$ -	\$ 43	\$ 4,782	584
KANABEC	1,341	\$ 16,495	\$ 5,745	\$ -	\$ 166	\$ -	\$ -	\$ 2	\$ 10,582	675

**FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDx)**

FY20 Summary of Expenditures by State										
Expenditures in \$000s										
County/ Congressional District	Veteran Population*	Total Expenditure	Compensatio n & Pension	Construction	Education & Vocational Rehabilitation / Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
FILLMORE	1,362	\$ 11,811	\$ 6,358	\$ -	\$ 404	\$ -	\$ -	\$ 114	\$ 4,935	496
LYON	1,397	\$ 11,988	\$ 5,482	\$ -	\$ 332	\$ -	\$ -	\$ 171	\$ 6,003	520
MEEKER	1,536	\$ 20,168	\$ 8,942	\$ -	\$ 266	\$ -	\$ -	\$ 107	\$ 10,852	883
AITKIN	1,566	\$ 20,843	\$ 8,913	\$ -	\$ 213	\$ -	\$ -	\$ 414	\$ 11,303	870
WABASHA	1,588	\$ 17,175	\$ 8,383	\$ -	\$ 416	\$ -	\$ -	\$ 68	\$ 8,308	640
MARTIN	1,590	\$ 13,793	\$ 6,685	\$ -	\$ 422	\$ -	\$ -	\$ 98	\$ 6,589	637
BROWN	1,657	\$ 20,169	\$ 9,941	\$ -	\$ 544	\$ -	\$ -	\$ 97	\$ 9,587	772
LE SUEUR	1,711	\$ 14,542	\$ 6,139	\$ -	\$ 290	\$ -	\$ -	\$ 27	\$ 8,086	730
NICOLLET	1,751	\$ 15,875	\$ 7,938	\$ -	\$ 688	\$ -	\$ -	\$ 78	\$ 7,171	753
HUBBARD	1,859	\$ 22,358	\$ 10,489	\$ -	\$ 160	\$ -	\$ -	\$ 121	\$ 11,588	993
POLK	1,898	\$ 22,272	\$ 9,536	\$ -	\$ 588	\$ -	\$ -	\$ 182	\$ 11,966	915
TODD	1,921	\$ 23,951	\$ 7,765	\$ -	\$ 147	\$ -	\$ -	\$ 32	\$ 16,007	1,024
MILLE LACS	2,065	\$ 31,771	\$ 15,597	\$ -	\$ 479	\$ -	\$ -	\$ 112	\$ 15,583	1,148
FREEBORN	2,142	\$ 23,176	\$ 9,664	\$ -	\$ 279	\$ -	\$ -	\$ 155	\$ 13,077	1,048
STEELE	2,214	\$ 17,422	\$ 9,076	\$ -	\$ 589	\$ -	\$ -	\$ 138	\$ 7,619	723
PINE	2,236	\$ 29,963	\$ 14,833	\$ -	\$ 407	\$ -	\$ -	\$ 58	\$ 14,666	969
MCLEOD	2,416	\$ 24,219	\$ 9,860	\$ -	\$ 483	\$ -	\$ -	\$ 150	\$ 13,726	1,114
MOWER	2,473	\$ 20,226	\$ 10,549	\$ -	\$ 433	\$ -	\$ -	\$ 71	\$ 9,173	838
KANDIYOHI	2,494	\$ 27,754	\$ 12,484	\$ -	\$ 534	\$ -	\$ -	\$ 348	\$ 14,388	1,223
MORRISON	2,556	\$ 43,834	\$ 18,741	\$ -	\$ 623	\$ -	\$ -	\$ 209	\$ 24,261	1,687
ISANTI	2,604	\$ 29,387	\$ 13,524	\$ -	\$ 756	\$ -	\$ -	\$ 51	\$ 15,056	1,243
BENTON	2,672	\$ 39,408	\$ 13,315	\$ -	\$ 629	\$ -	\$ -	\$ 98	\$ 25,365	1,451
CARLTON	2,676	\$ 30,707	\$ 18,009	\$ -	\$ 980	\$ -	\$ -	\$ 127	\$ 11,590	1,061
DOUGLAS	2,707	\$ 34,136	\$ 15,609	\$ -	\$ 427	\$ -	\$ -	\$ 172	\$ 17,928	1,487
BECKER	2,755	\$ 33,185	\$ 13,971	\$ -	\$ 642	\$ -	\$ -	\$ 83	\$ 18,489	1,287
WINONA	2,800	\$ 23,636	\$ 11,322	\$ -	\$ 845	\$ -	\$ -	\$ 207	\$ 11,263	1,021
CASS	2,806	\$ 37,340	\$ 16,221	\$ -	\$ 474	\$ -	\$ -	\$ 132	\$ 20,513	1,524
BELTRAMI	2,967	\$ 36,186	\$ 19,715	\$ -	\$ 854	\$ -	\$ -	\$ 255	\$ 15,362	1,351
<b>GOODHUE</b>	<b>3,138</b>	<b>\$ 27,590</b>	<b>\$ 13,834</b>	<b>\$ -</b>	<b>\$ 878</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 112</b>	<b>\$ 12,767</b>	<b>1,044</b>
CLAY	3,438	\$ 53,896	\$ 20,160	\$ -	\$ 1,841	\$ -	\$ -	\$ 276	\$ 31,619	1,724
RICE	3,455	\$ 27,035	\$ 13,162	\$ -	\$ 1,343	\$ -	\$ -	\$ 194	\$ 12,336	969
CHISAGO	3,589	\$ 43,427	\$ 20,927	\$ -	\$ 1,386	\$ -	\$ -	\$ 197	\$ 20,917	1,280
ITASCA	3,810	\$ 45,319	\$ 25,304	\$ -	\$ 496	\$ -	\$ -	\$ 179	\$ 19,339	1,830
BLUE EARTH	3,874	\$ 32,324	\$ 16,680	\$ -	\$ 2,273	\$ -	\$ -	\$ 186	\$ 13,185	1,341
OTTER TAIL	4,269	\$ 55,971	\$ 23,782	\$ -	\$ 591	\$ -	\$ -	\$ 369	\$ 31,229	2,266
CARVER	4,555	\$ 35,145	\$ 15,908	\$ -	\$ 1,592	\$ -	\$ -	\$ 326	\$ 17,319	1,454
CROW WING	5,324	\$ 73,560	\$ 34,828	\$ -	\$ 1,593	\$ -	\$ -	\$ 480	\$ 36,659	2,997
SHERBURNE	5,738	\$ 78,594	\$ 36,087	\$ -	\$ 2,650	\$ -	\$ -	\$ 597	\$ 39,259	2,894
SCOTT	5,991	\$ 65,383	\$ 31,544	\$ -	\$ 3,465	\$ -	\$ -	\$ 256	\$ 30,118	2,315

**FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDY)**

FY20 Summary of Expenditures by State										
Expenditures in \$000s										
County/ Congressional District	Veteran Population*	Total Expenditure	Compensatio n & Pension	Construction	Education & Vocational Rehabilitation / Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
WRIGHT	7,041	\$ 76,713	\$ 32,551	\$ -	\$ 2,501	\$ -	\$ -	\$ 357	\$ 41,305	2,971
OLMSTED	8,774	\$ 53,479	\$ 29,828	\$ -	\$ 3,256	\$ -	\$ -	\$ 771	\$ 19,623	2,372
STEARNS	9,493	\$ 198,642	\$ 61,213	\$ 8,258	\$ 3,956	\$ -	\$ 1,508	\$ 828	\$ 122,879	6,034
WASHINGTON	13,968	\$ 121,360	\$ 58,313	\$ -	\$ 6,201	\$ -	\$ -	\$ 1,297	\$ 55,549	3,924
ST. LOUIS	15,614	\$ 139,137	\$ 75,347	\$ -	\$ 6,333	\$ -	\$ -	\$ 1,173	\$ 56,283	5,700
ANOKA	19,911	\$ 189,582	\$ 82,743	\$ -	\$ 7,716	\$ -	\$ -	\$ 1,236	\$ 97,886	7,171
RAMSEY	24,304	\$ 195,487	\$ 74,749	\$ -	\$ 11,268	\$ -	\$ -	\$ 2,304	\$ 107,165	6,687
DAKOTA	25,170	\$ 230,224	\$ 96,964	\$ -	\$ 10,760	\$ -	\$ -	\$ 2,359	\$ 120,141	7,530
HENNEPIN	53,917	\$ 574,926	\$ 172,411	\$ 3,911	\$ 23,659	\$ -	\$ 105,913	\$ 7,555	\$ 261,476	14,915
<b>MINNESOTA (Totals)</b>	<b>312,843</b>	<b>\$ 3,329,309</b>	<b>\$ 1,396,630</b>	<b>\$ 12,169</b>	<b>\$ 112,677</b>	<b>\$ -</b>	<b>\$ 107,422</b>	<b>\$ 27,342</b>	<b>\$ 1,673,069</b>	<b>118,665</b>
CONG. DIST (01)	40,243	\$ 341,398	\$ 167,538	\$ -	\$ 12,994	\$ -	\$ -	\$ 2,917	\$ 157,949	14,696
CONG. DIST (02)	39,692	\$ 372,356	\$ 166,188	\$ -	\$ 17,145	\$ -	\$ -	\$ 3,106	\$ 185,918	12,617
CONG. DIST (03)	34,867	\$ 266,904	\$ 116,014	\$ 1	\$ 14,865	\$ -	\$ -	\$ 4,401	\$ 131,622	9,775
CONG. DIST (04)	32,976	\$ 268,974	\$ 111,218	\$ 87	\$ 15,113	\$ -	\$ -	\$ 3,109	\$ 139,447	8,967
CONG. DIST (05)	28,777	\$ 395,105	\$ 94,874	\$ 3,823	\$ 12,479	\$ -	\$ 105,913	\$ 3,787	\$ 174,229	8,410
CONG. DIST (06)	40,565	\$ 525,597	\$ 202,755	\$ 8,148	\$ 15,803	\$ -	\$ 1,508	\$ 2,902	\$ 294,480	18,423
CONG. DIST (07)	43,174	\$ 533,553	\$ 227,061	\$ 12	\$ 9,149	\$ -	\$ -	\$ 3,353	\$ 293,977	21,666
CONG. DIST (08)	52,550	\$ 625,422	\$ 310,981	\$ 98	\$ 15,129	\$ -	\$ 1	\$ 3,768	\$ 295,446	24,111
<b>MINNESOTA (Totals)</b>	<b>312,843</b>	<b>\$ 3,329,309</b>	<b>\$ 1,396,630</b>	<b>\$ 12,169</b>	<b>\$ 112,677</b>	<b>\$ -</b>	<b>\$ 107,422</b>	<b>\$ 27,342</b>	<b>\$ 1,673,069</b>	<b>118,665</b>



**FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDX)**

FY20 Summary of Expenditures by State Expenditures in \$000s										
County/ Congressional District	Veteran Population*	Total Expenditure	Compensatio n & Pension	Construction	Education & Vocational Rehabilitation / Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
<b>Notes:</b>										
* Veteran population estimates, as of September 30, 2020, are produced by the VA Predictive Analytics and Actuary Service (VetPop 2018).										
# Prior to FY 08, "Loan Guaranty" expenditures were included in the Education & Vocational Rehabilitation and Employment (E&VRE) programs. Currently, all "Loan Guaranty" expenditures are attributed to Travis County, TX, where all Loan Guaranty payments are processed. VA will continue to improve data collection for future GDX reports to better distribute loan expenditures at the state, county and congressional district levels.										
** Unique patients are patients who received treatment at a VA health care facility. Data are provided by the Allocation Resource Center (ARC).										
Expenditure data sources: USASpending.gov for Compensation & Pension (C&P) and Education and Vocational Rehabilitation and Employment (EVRE) Benefits; Veterans Benefits Administration Insurance Center for the Insurance costs; the VA Financial Management System (FMS) for Construction, Medical Research, General Operating Expenses, and certain C&P and Readjustment data; and the Allocation Resource Center (ARC) for Medical Care costs.										
1. Expenditures are rounded to the nearest thousand dollars. For example, \$500 to \$1,000 are rounded to \$1; \$0 to \$499 are rounded to \$0; and "\$ -" = 0 or no expenditures.										
2. The Compensation & Pension expenditures include dollars for the following programs: veterans' compensation for service-connected disabilities; dependency and indemnity compensation for service-connected deaths; veterans' pension for nonservice-connected disabilities; and burial and other benefits to veterans and their survivors.										
3. Medical Care expenditures include dollars for medical services, medical administration, facility maintenance, educational support, research support, and other overhead items. Medical Care expenditures do not include dollars for construction or other non-medical support.										
4. Medical Care expenditures are allocated to the patient's home location, not the site of care.										



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

509 W. Fifth St.  
Red Wing, MN 55066  
Office (651) 385.3001

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

LINDA FLANDERS  
1<sup>st</sup> District  
1121 W 4<sup>th</sup> St.  
Red Wing, MN 55066

BRAD ANDERSON  
2<sup>nd</sup> District  
10679 375<sup>TH</sup> St. Way  
Cannon Falls, MN 55009

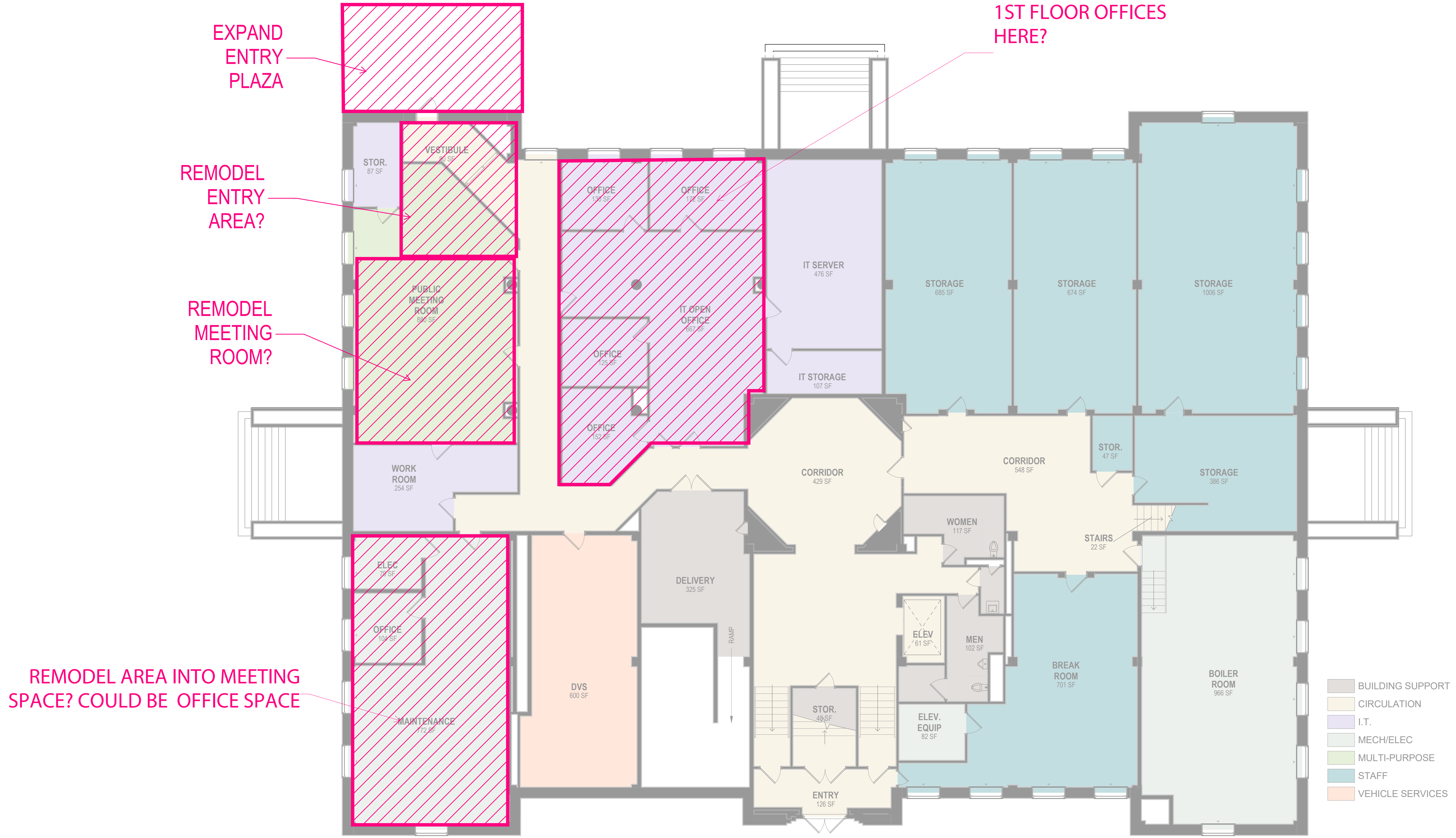
TODD GRESETH  
3<sup>rd</sup> District  
46804 Hwy 57 Blvd  
Wanamingo, MN 55992

JASON MAJERUS  
4<sup>th</sup> District  
39111 Co. 2 Blvd  
Goodhue, MN 55027

SUSAN BETCHER  
5<sup>th</sup> District  
30133 Lakeview Ave.  
Red Wing, MN 55066

*An Equal Opportunity Employer*

# 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