



Board of Directors BUDGET & PERSONNEL

Mid-America Regional Council • 600 Broadway, Suite 200 • Kansas City, Missouri 64105 • 816/474-4240

October 26, 2021
11:15 a.m.
Remotely via Zoom

- **Members of the public who wish to participate in this meeting: please email Karina Bielecki at kbielecki@marc.org by 9:00 a.m. on Tuesday, October 26, 2021 for instructions to join the teleconference.**

AGENDA

1. Financial and Program Reports and Discussion
 - a. REPORT: Review of the Third Quarter Financial Statements
2. Approve Contracts, Grants, and Other Major Expenditures

CORE CAPACITIES

- a. VOTE: Approve Local Government Dues for 2022

SAFE AND SECURE COMMUNITIES

- b. VOTE: Authorize a Grant Application to the Kansas Highway Patrol to Support Emergency Services Work
- c. VOTE: Authorize a Grant Application to the Missouri Department of Public Safety to Support Emergency Services Work
- d. VOTE: Authorize the Purchase of a Gas Detector to Support Homeland Security
- e. VOTE: Authorize a Contract Extension to Support Emergency Services Work

EFFECTIVE LOCAL GOVERNMENT

- f. VOTE: Approve an Agreement with Surdex to Provide Services for the 2022 Aerial Imagery Project
- g. VOTE: Accept a Grant from the Health Forward Foundation to Support the Regional Housing Partnership

COMPETITIVE ECONOMY

- h. VOTE: Authorize Applications to the Ewing Marion Kauffman and Kresge Foundations to Support Grant Preparation Services for American Rescue Plan Funds
- i. VOTE: Authorize a Contract to Support Workforce Services under the EDA CARES Act Grant

THRIVING OLDER ADULTS AND COMMUNITIES

- j. VOTE: Authorize the Revision and Re-release of an Integrated Care Network Services RFP to Support Older Adults

HEALTHY ENVIRONMENT



Board of Directors BUDGET & PERSONNEL

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- k. VOTE: Approve the FY2022 Memorandum of Understanding with the MARC Solid Waste Management District

QUALITY EARLY LEARNING

- l. VOTE: Approve Contract Extensions for Head Start and Early Head Start Support Services
 - m. VOTE: Approve a Contract with Learning Genie to Provide Assessment and Child Outcome Reporting to Head Start Programs
 - n. VOTE: Authorize a Contract to Provide Support to University of Missouri Kansas City's "Strengthening the Missouri Early Childhood Workforce" Project
- 3. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
 - a. Approve the Minutes of the September 28, 2021 Meeting
 - 4. Other Business
 - 5. Adjournment

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 1-a
Core Capacities

ISSUE:

REPORT: Review of the Third Quarter Financial Statements

BACKGROUND:

Finance staff provides regular financial reporting to the Board to ensure that members can fulfill their fiscal responsibility as appointed Board members.

Included with this report is an expanded dashboard format including highlights, followed by the more detailed schedules. Staff will review these reports at the meeting.

We welcome input at any time regarding improvements to report format and content that Board members would find helpful.

RECOMMENDATION:

None. Information only.

STAFF CONTACT:

Carol Gonzales
Katelyn Click

FINANCIAL REPORT HIGHLIGHTS — 2021 QUARTER 3

As of September 30, 2021

FUND BALANCES | Actual vs. Budget



General fund revenues include member and voluntary local dues which are used for some general expenses and are also used for matching purposes with other grants. Local dues were invoiced in March 2021. The revenues shown above reflect all invoices sent. 100% of agencies have paid member and voluntary dues. We continue collection efforts and will write-off any billings deemed uncollectible.



Because the Special Revenue Fund serves primarily as the “pass-through” account for grants, revenues are recorded as expenses are paid, always showing a zero-fund balance. At the end of the second quarter, we have expended \$40M (62% of the revised budget) and recognized the same amount as revenue. In Q3 2020, we had expended 61% of the original budget.



At the end of the third quarter some programs have deficits, but others have overall positive earnings that offset the deficits giving total year-to-date earnings of \$165,939 for the Enterprise Fund.



Allocations and expenditures are running as expected for third quarter of the year, with expenditures at 69% of budgeted amounts.



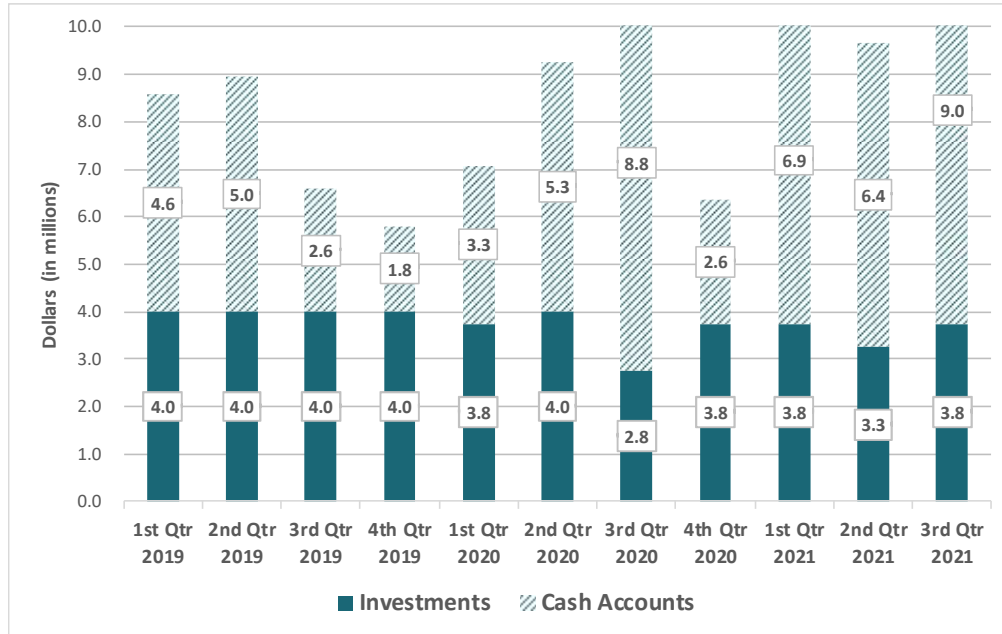
Allocations and expenditures are running as expected for third quarter of the year, with expenditures at 68% of budgeted amounts.

Schedules 5A and 5B: Cash and Investments

Cash on Hand (Security Bank and Country Club Bank)	\$10,188,660
Net Outstanding Checks and Deposits	(1,213,781)
Investments	3,750,000
Investment Income	\$54,691

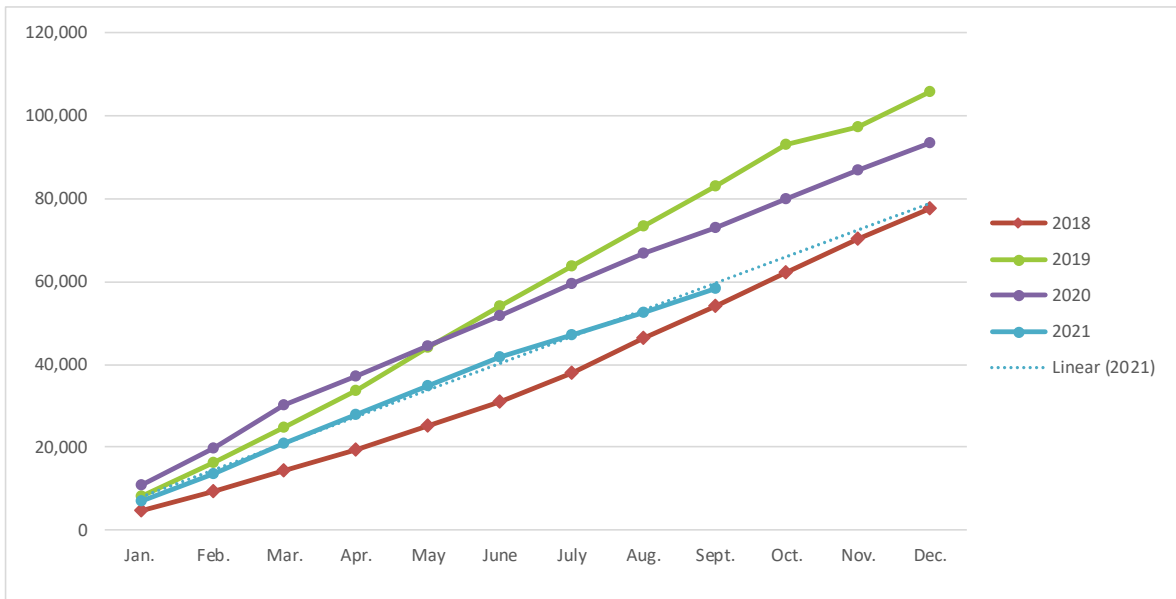
CASH UTILIZATION

Cash balances are appropriate and adequate.



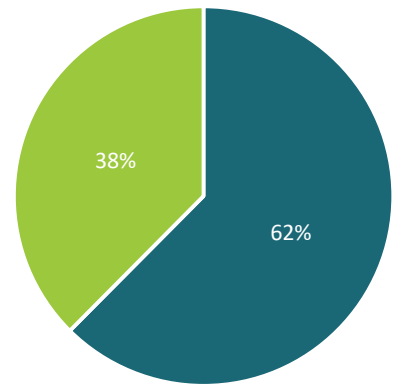
INVESTMENT INCOME AND TREND

During the third quarter of 2021, two investments of \$250,000 and \$500,000 matured. These funds were reinvested in July 2021 in addition to \$500,000 in matured investments from Q2 2021, totaling \$1,250,000 invested at 1.00%. Interest rates have been much lower in 2021 than expected. Original estimates projected \$120,000 in investment income. A revised projection at current rates would be \$75,000. MARC utilizes these funds to supplement other general funds and to help build fund balance for the long-term contingency fund.



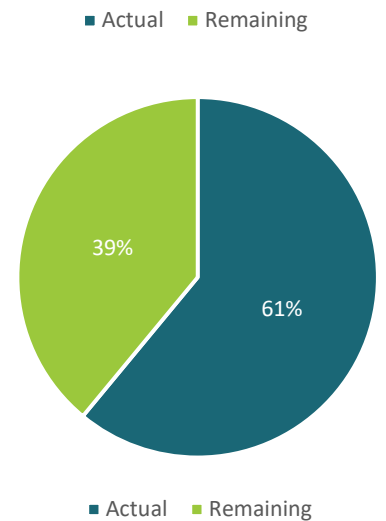
TOTAL REVENUES BY FUND

	BUDGETED 2021	ACTUAL 2021	%
General Fund	1,991,651	2,051,754	103%
Special Revenue Fund	64,388,669	39,826,872	62%
Enterprise Fund	2,355,322	1,458,964	62%
Indirect and Clearing Fund	13,087,879	7,659,158	59%
911 Capital Fund	2,065,600	1,391,400	67%
Total Agency Wide	83,889,121	52,388,148	62%



TOTAL EXPENDITURES BY FUND

	BUDGETED 2021	ACTUAL 2021	%
General Fund	1,371,333	889,099	65%
Special Revenue Fund	64,388,669	39,826,872	62%
Enterprise Fund	2,166,030	1,293,025	60%
Indirect and Clearing Fund	13,403,264	7,634,870	57%
911 Capital Fund	2,065,600	1,237,485	60%
Total Agency Wide	83,394,896	50,881,352	61%



Schedule 1

General Fund

Revenues and Expenditures by Program

As of September 30, 2021

	Actual										
	Original Budget	Unrestricted	Property	Long-Term Contingency	Transportation Reserve	Emergency Services Program	Aging Program	Accumulated Vacation and Sick Leave Benefits	Total	Variance Favorable (Unfavorable)	Percent Used
REVENUES											
Other Local Funds	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 600	0%
Local Dues & Fees	1,740,068	526,040	-	-	758,489	430,274	78,265	-	1,793,068	53,000	103%
Fees for Services	27,350	(582)	-	-	2,925	-	-	-	2,343	(25,007)	9%
Investment Income	120,000	54,691	-	-	-	-	-	-	54,691	(65,309)	46%
Other Financing Sources	104,233	-	30,713	-	-	-	-	170,340	201,052	96,819	193%
Total Revenues	1,991,651	580,749	30,713	-	761,414	430,274	78,265	170,340	2,051,754	60,103	103%
EXPENDITURES											
Direct Program Expenses	209,797	41,822	5,592	-	8,103	-	-	-	55,517	154,280	26%
Contractual Services	39,900	21,135	-	-	-	-	-	-	21,135	18,765	53%
Transfer to Other Funds	876,744	25,774	-	-	206,188	316,483	69,368	-	617,813	258,931	70%
Personnel	244,892	194,635	-	-	-	-	-	-	194,635	(50,257)	79%
Total Expenditures	1,371,333	283,365	5,592	-	214,291	316,483	69,368	-	889,099	381,719	65%
Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses	620,318	297,384	25,121	-	547,123	113,791	8,897	170,340	1,162,654	(321,616)	187%
Fund Balance, Beginning of Year	3,736,470	115,679	(98,638)	1,572,145	(74,597)	1,134,604	112,477	1,017,843	3,779,514	(43,044)	101%
Subtotal	4,356,788	413,063	(73,518)	1,572,145	472,526	1,248,395	121,374	1,188,183	4,942,169	(364,661)	113%
Transfer from Unrestricted to Long-Term Contingency and Transportation Reserve	-	(59,403)	-	-	49,403	10,000	-	-	-	-	0%
Fund Balance, End of Year	\$ 4,356,788	\$ 353,660	\$ (73,518)	\$ 1,572,145	\$ 521,929	\$ 1,258,395	\$ 121,374	\$ 1,188,183	\$ 4,942,169	\$ (364,661)	113%
Budgeted Fund Balance, End of Year		\$ 98,800	\$ (63,192)	\$ 1,667,306	\$ 398,867	\$ 1,010,063	\$ 127,319	\$ 1,117,625	\$ 4,356,788		

ENDING BALANCE

General Fund Balance Recap:

	Original Budget	Current Actual
MARC Unrestricted	\$98,800	\$353,660
Long-Term Contingencies	1,667,306	1,572,145
Property & Equipment	(63,192)	(73,518)
Transportation Planning	398,867	521,929
Emergency Services	1,010,063	1,258,395
Settlement of Vacation and Sick Leave	1,117,625	1,188,183
Older Americans Act Match	127,319	121,374
Total	\$4,356,788	\$4,942,169

Schedule 2

Special Revenue Fund

Revenues and Expenditures by Program

As of September 30, 2021

	Original Budget	Actual						Total	Variance Favorable (Unfavorable)	Percent Used
		Aging Department	Emergency Serv. & Public Safety	Community Development	Transportation Planning	Early Learning & Head Start	Environmental Planning			
REVENUES										
Federal and State Funds	\$49,819,875	\$5,071,560	\$1,112,140	\$895,088	\$3,999,252	\$19,444,064	\$542,189	\$31,064,293	(\$18,755,582)	62%
Private Funds	3,590,250	44,696	67,431	1,677,600	4,373	320,225	73,294	2,187,620	(1,402,630)	61%
Other Local Funds	5,635,084	7,335	2,171,907	255,458	493,128	-	62,982	2,990,810	(2,644,274)	53%
Fees for Services	272,916	43,417	1,439	25,203	-	20,100	-	90,159	(182,757)	33%
Transfer from Other Funds	857,244	69,368	316,483	151	206,188	8,491	645	601,327	(255,917)	70%
Investment Income	30,142	-	-	-	-	-	18,842	18,842	(11,300)	63%
Contributed Services	4,183,158	669,437	11,672	576,548	456,545	1,116,291	43,329	2,873,822	(1,309,336)	69%
Total Revenues	64,388,669	5,905,813	3,681,073	3,430,048	5,159,485	20,909,171	741,281	39,826,872	(24,561,797)	62%
EXPENDITURES										
Direct Program Expenses	\$26,388,254	\$3,527,511	\$604,375	\$332,005	\$143,583	\$10,522,621	\$20,737	\$15,150,831	\$11,237,423	57%
Contractual Services	18,177,791	561,720	839,079	1,162,910	1,186,820	6,604,146	168,763	10,523,438	7,654,353	58%
Personnel	15,639,465	1,147,146	2,225,947	1,358,584	3,372,537	2,666,113	508,453	11,278,782	4,360,683	72%
Contributed Services	4,183,158	669,437	11,672	576,548	456,545	1,116,291	43,329	2,873,822	1,309,337	69%
Total Expenses	64,388,669	5,905,813	3,681,073	3,430,048	5,159,485	20,909,171	741,281	39,826,872	24,561,797	62%
Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses	-	-	-	-	-	-	-	-	\$ -	---
Fund Balance, Beginning of Year	-	-	-	-	-	-	-	-	\$ -	---
Fund Balance, End of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	---

Schedule 3

Enterprise Fund

Revenues and Expenditures by Program

As of September 30, 2021

	Original Budget	Actual									
		GTI	Small Cities	Cooperative Purchasing	Regional Aerial Photography	Research Services	IBTS	Annual Local Government Survey	Shared Services	Special Projects	KERIT
REVENUES											
Private Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Dues and Fees	155,200	89,039	-	-	-	-	-	-	-	-	-
Other Local Funds	252,500	-	-	-	-	-	-	-	-	-	-
Fees for Services	1,928,122	138,169	(15,539)	74,431	-	27,472	3,035	16,679	-	-	22,801
Transfer from Other Funds	19,500	14,625	-	-	-	-	-	-	-	-	-
Total Revenues	2,355,322	241,833	(15,539)	74,431	-	27,472	3,035	16,679	-	-	22,801
EXPENDITURES	2,166,030	167,685	31,464	61,285	-	27,921	5,997	19,312	-	-	21,568
Excess (Deficiency) of Revenues over Expenditures	189,292	74,148	(47,002)	13,145	-	(449)	(2,962)	(2,633)	-	-	1,233
Fund Balance, Beginning of Year	1,312,728	2,579	(115,740)	341,232	(3,537)	60,015	23,967	23,934	8,361	288	6,961
Fund Balance, End of Year	\$ 1,502,020	\$ 76,727	\$ (162,742)	\$ 354,378	\$ (3,537)	\$ 59,566	\$ 21,005	\$ 21,301	\$ 8,361	\$ 288	\$ 8,194
Budgeted Fund Balance, End of Year		\$ 30,478	\$ (91,262)	\$ 265,918	\$ (3,200)	\$ 96,493	\$ 21,155	\$ 30,066	\$ 8,361	\$ 288	\$ 11,313

	Original Budget	Actual									Variance Favorable (Unfavorable)	Percent Used
		Veteran's Services VD-HCBS	Managed Services Network	Workforce Development	Early Learning Educare	Early Learning Services	CORE 4	GIF	Total			
REVENUES												
Private Funds	\$ -	\$ -	\$ 5,200	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 8,700	\$ 8,700	\$ 8,700	---
Local Dues and Fees	155,200	-	-	-	-	-	-	163,981	253,020	97,820	97,820	163%
Other Local Funds	252,500	-	-	-	-	-	61,200	-	61,200	(191,300)	(191,300)	24%
Fees for Services	1,928,122	225,511	286,027	13,524	279,588	2,300	46,300	1,122	1,121,419	(806,703)	(806,703)	58%
Transfer from Other Funds	19,500	-	-	-	-	-	-	-	14,625	(4,875)	(4,875)	75%
Total Revenues	2,355,322	225,511	291,227	17,024	279,588	2,300	107,500	165,103	1,458,964	(896,358)	(896,358)	62%
EXPENDITURES	2,166,030	158,153	272,539	27,470	357,974	1,099	67,434	73,124	1,293,025	(873,005)	(873,005)	60%
Excess (Deficiency) of Revenues over Expenditures	189,292	67,358	18,687	(10,446)	(78,386)	1,201	40,066	91,979	165,939	(23,353)	(23,353)	88%
Fund Balance, Beginning of Year	1,312,728	157,650	388,709	(94,639)	254,455	-	144,491	114,003	1,312,728	-	-	-
Fund Balance, End of Year	\$ 1,502,020	\$ 225,008	\$ 407,396	\$ (105,085)	\$ 176,068	\$ 1,201	\$ 184,557	\$ 205,982	\$ 1,478,667	\$ (23,353)	\$ (23,353)	98%
Budgeted Fund Balance, End of Year		\$ 469,447	\$ 183,244	\$ (60,624)	\$ 216,236	\$ -	\$ 214,062	\$ 105,569	\$ 1,497,544			

Schedule 4A

Indirect Costs

As of September 30, 2021

	Original Budget	Actual	Variance Favorable (Unfavorable)	Percent Used
FUNDING SOURCE				
Amount Allocated to Grants	\$3,939,557	\$2,785,827	(\$1,153,730)	71%
Prior Year's Surplus/(Deficit)	441,480	441,480	-	
Subtotal	4,381,037	3,227,307.14	(1,153,730)	
EXPENDITURES				
Accounting/Audit	147,770	120,133	27,637	81%
Automobile	31,100	19,495	11,605	63%
Contractual Services	259,655	149,897	109,758	58%
Depreciation	41,935	21,489	20,446	51%
Equipment Rental	7,096	4,983	2,113	70%
Fringe Benefits Allocated	761,426	546,135	215,291	72%
Insurance	189,935	135,723	54,212	71%
Meeting/Travel	15,650	25	15,625	0%
Memberships/Periodicals	20,800	15,287	5,513	73%
Other	34,870	28,810	6,060	83%
Postage	10,785	7,085	3,700	66%
Printing/Reproduction	60,327	28,121	32,206	47%
Rent/Utilities/Maintenance	494,730	365,757	128,973	74%
Salaries	1,631,558	1,178,316	453,242	72%
Supplies	197,390	96,288	101,102	49%
Training	30,250	5,512	24,738	18%
Subtotal	3,935,277	2,723,055.69	1,212,221	69%
Less: Fees for Handling Pass-through Grants	(29,660)	(16,160.93)	(13,499)	54%
Net Indirect Costs	3,905,617	2,706,894.76	1,198,722	69%
Surplus/(Deficit) of Allocation to Grants, Cumulative to Date	\$475,420	\$520,412.38	\$44,992	109%
Agency-Wide				
Salaries		6,148,758		
Fringes		2,925,597		
Total Indirect Base		9,074,354		
Current Year Indirect Expenses - Actual		2,706,895		
Run Rate - Current Year Indirect %		29.8%		
Negotiated Rate		30.7%		
Difference		-0.9%		

Schedule 4B

Fringe Benefits

As of September 30, 2021

	Original Budget	Regular Actual	Intern/ Seasonal Actual	Total Actual	Variance Favorable (Unfavorable)	Percent Used
FUNDING SOURCE						
Amount Allocated to Grants	\$4,864,527	\$3,463,149	\$8,582	\$3,471,731	(\$1,392,796)	71%
Prior Year's Surplus/(Deficit)	101,067	101,067	-	101,067	0	
Subtotal	4,965,594	3,564,216	8,582	3,572,798	(1,392,796)	72%
EXPENDITURES						
FICA Taxes	848,790	592,731	8,582	601,313	247,477	71%
Pension	760,403	501,679	-	501,679	258,724	66%
401k Employer Match	229,583	170,083	-	170,083	59,500	74%
Health Insurance Subsidy	1,302,246	866,882	-	866,882	435,364	67%
Cafeteria Allowance	388,065	281,200	-	281,200	106,865	72%
Disability Insurance	36,315	27,294	-	27,294	9,021	75%
Unemployment Compensation	15,000	-	-	0	15,000	0%
Educational Assistance	25,000	3,371	-	3,371	21,629	13%
Other Fringe Benefits	2,500	-	-	0	2,500	0%
Vacation	733,391	563,894	-	563,894	169,497	77%
Sick Leave	390,609	231,212	-	231,212	159,397	59%
Holidays	467,950	248,261	-	248,261	219,689	53%
Other Leave	14,000	29,681	-	29,681	(15,681)	212%
Total Fringe Benefit Expenditures	5,213,852	3,516,289	8,582	3,524,870	1,688,982	68%
Surplus/(Deficit) of Allocation to Grants, Cumulative to Date	(\$248,258)	\$47,928	\$0	\$47,928	\$296,186	-19%
Agency-Wide						
Salaries		\$7,214,894	\$112,179			
Current Year Fringe Expenses - Actual		\$3,516,289	\$8,582			
Run Rate - Current Year Indirect %		48.7%	7.65%			
Negotiated Rate		48.0%	7.65%			
Difference		0.7%	0.0%			

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-a
Core Competencies

ISSUE:

VOTE: Approve Local Government Dues for 2022

BACKGROUND:

Counties and cities in the region participate in MARC programs in several ways. Programs like Operation Green Light and 9-1-1 have service-based fees. Dues and voluntary contributions provide general support to MARC operations. Although they are less than 2% of MARC's overall budget, they are unrestricted funds that provide a foundation for a broad range of regional programs and initiatives, and they can be used as matching funds to leverage federal, state, and private grants. MARC receives an annual allocation from the State of Missouri that is also used for general support. The base amount is \$10,670 but the timing and amount of that allocation varies from year to year.

The nine counties and six largest cities in the region (named as incorporating members in MARC's bylaws) pay annual dues calculated on a per-capita basis. The five counties on the Missouri side of the region and the cities of Independence and Kansas City, Missouri also pay an annual match (calculated per capita) as part of MARC's Area Agency on Aging. Other cities in the MARC region are asked to pay basic dues based on population. In addition, all communities are asked to make program-specific voluntary contributions to the Government Training Institute (based on number of employees) and the Government Innovations Forum (calculated per capita).

In order to provide enough time for agencies to include an accurate amount for MARC dues in their budget, normally staff brings modifications to the Board for consideration a year ahead. However, based on MARC's bylaws 2022 dues must be recalculated based on the 2020 census numbers. Those numbers were only recently released.

Since 2014, the Board has approved a 2% annual increase to help keep up with inflation, which is staff's recommendation for 2022. When doing the re-calibration for the new census, the total dues amount is increased by 2% and the percent changes in population are reallocated based on the amount. Because of a combination of the 2% increase and population changes, some agencies saw their dues decrease from 2021 to 2022.

BUDGET CONSIDERATIONS:

Attached is a detailed schedule showing the proposed amounts by agency and program, including the overall change from 2021 (which includes the impact of the census change and the 2% increase). Below is a chart that shows a five-year history of contributions to each program.

AGENDA REPORT

Budget and Personnel Committee

2022 MARC LOCAL DUES SUMMARY	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Actual 2021	Proposed 2022
Members' Dues	\$ 382,225	\$ 389,877	\$ 397,682	\$ 405,643	\$ 413,763	\$ 422,046	\$ 431,001
Aging Local Match - Missouri	70,886	71,785	72,703	73,637	76,731	78,265	79,830
Voluntary Dues	65,035	66,300	68,159	69,435	70,709	71,984	80,309
Government Innovations Forum	130,579	137,427	138,517	141,634	147,945	150,907	185,635
Government Training Institute	75,294	76,412	75,444	79,493	78,925	79,332	90,815
Total	\$ 724,019	\$ 741,801	\$ 752,505	\$ 769,842	\$ 788,073	\$ 802,534	\$ 867,590
Summary of Increases	2%	2%	2%	2%	2%	2%	2%

In 2021, the amount invoiced was \$825,315. The overall increase for invoiced dues from 2021 to 2022 is \$42,275. In 2021, we had 100% payment of Member's Dues, the Aging Local Match, and Voluntary Dues. We received 92% of the amount invoiced for GIF and 89% for the GTI fees.

RECOMMENDATION:

Approve a two percent increase in local government member and voluntary dues, GTI and GIF membership dues, and the Aging local match for 2022.

STAFF CONTACT:

Carol Gonzales
Darlene Pickett
Katelyn Click

Proposed 2022 MARC Local Dues – Combined

Entity Name	Basic Local Dues	Voluntary Dues	GIF Dues Requested	GTI Dues Requested	Aging Local Dues	2022 Combined Total	2021 Combined Total	Change
Cass County	20,306		5,766	776	1,600	28,448	26,907	1,541
Clay County	29,909		8,651	3,105	3,205	44,870	41,811	3,059
Independence	15,919		7,207	4,656	3,205	30,987	30,755	232
Platte County	12,306		5,766	1,551	1,600	21,223	19,667	1,556
Ray County	5,000		2,880	357	1,600	9,837	9,774	63
Jackson County	80,654		8,651	6,209	28,648	124,162	123,870	292
Kansas City, MO	62,651		10,813	15,524	38,407	127,395	126,879	516
Johnson County	87,602		8,651	7,760		104,013	103,691	322
Kansas City, KS	19,865					19,865	19,865	-
Wyandotte County	12,328		7,207	6,209		25,744	25,481	263
Leavenworth County	15,580		4,325	2,329		22,234	22,103	131
Miami County	6,701		2,880	1,551		11,132	11,046	86
Overland Park	23,624		7,207	3,881		34,712	34,495	217
Lee's Summit	12,449		7,207	3,105		22,761	21,146	1,615
Olathe	17,152		7,207	3,881		28,240	28,023	217
Total Member's Dues	\$422,046	\$0	\$94,418	\$60,894	\$78,265	\$655,623	\$645,513	\$10,110
Basehor		793	722	357		1,872	1,225	647
Belton		2,755	3,606	776		7,137	6,908	229
Blue Springs		6,739	5,766	1,551		14,056	11,702	2,354
Bonner Springs		901	722	357		1,980	1,884	96
Buckner		339	361	357		1,057	1,052	5
Claycomo		154	361	357		872	866	6
De Soto		704	722	357		1,783	1,704	79
Edgerton		201	361	357		919	893	26
Edwardsville		542	361	357		1,260	1,194	66
Excelsior Springs		1,214	2,162	357		3,733	3,722	11
Fairway		480	361	357		1,198	1,143	55
Garden City		187	361	357		905	890	15
Gardner		2,678	3,606	776		7,060	6,457	603
Gladstone		3,112	4,325	776		8,213	7,872	341
Grain Valley		1,797	3,606	357		5,760	3,923	1,837
Grandview		3,014	4,325	776		8,115	7,062	1,053
Greenwood		692	722	0		1,414	590	824
Harrisonville		1,164	2,162	776		4,102	2,601	1,501
Kearney		1,196	2,162	357		3,715	2,005	1,710
Lake Lotawana		266	361	357		984	923	61
Lansing		1,292	2,162	357		3,811	3,743	68
Lawson		292	361	357		1,010	983	27
Leavenworth		4,295	4,325	1,551		10,171	9,744	427
Leawood		3,899	4,325	1,551		9,775	9,362	413
Lenexa		6,605	5,766	2,329		14,700	11,968	2,732
Liberty		3,469	4,325	776		8,570	8,295	275
Louisburg		571	361	357		1,289	1,192	97
Merriam		1,276	2,162	776		4,214	4,124	90
Mission		1,145	722	357		2,224	2,111	113
Mission Hills		413	361	357		1,131	1,099	32
North Kansas City		514	361	776		1,651	1,591	60
Oak Grove		938	722	357		2,017	1,927	90
Osawatomie		489	361	357		1,207	1,207	-
Paola		663	722	357		1,742	1,691	51
Parkville		818	722	357		1,897	1,686	211
Peculiar		646	722	357		1,725	1,225	500
Platte City		550	361	357		1,268	1,234	34
Pleasant Hill		1,009	722	357		2,088	1,975	113
Pleasant Valley		315	361	357		1,033	1,039	(6)
Prairie Village		2,640	3,606	776		7,022	6,720	302
Raymore		2,638	3,606	776		7,020	6,466	554
Raytown		3,451	4,325	776		8,552	8,337	215
Richmond		691	722	357		1,770	1,713	57
Riverside		461	361	357		1,179	1,036	143
Roeland Park		790	722	357		1,869	1,819	50
Shawnee		7,741	5,766	1,551		15,058	14,204	854
Smithville		1,197	2,162	357		3,716	2,010	1,706
Spring Hill		914	722	357		1,993	1,672	321
Sugar Creek		376	361	357		1,094	1,082	12
Tonganoxie		641	722	357		1,720	1,269	451
Weatherby Lake		239	361	357		957	899	58
Weston		202	361	357		920	889	31
Westwood		201	361	357		919	874	45
Total Voluntary Dues	\$0	\$80,309	\$91,217	\$29,921	\$0	\$201,447	\$179,802	\$21,645
Grand Total Local Dues	\$422,046	\$80,309	\$185,635	\$90,815	\$78,265	\$857,070	\$825,315	\$31,755

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-b
Safe and Secure Communities

ISSUE:

VOTE: Authorize a Grant Application to the Kansas Highway Patrol to Support Emergency Services Work

BACKGROUND:

MARC's Emergency Services programs help ensure the region's ability to prepare, respond, and recover with coordinated plans and high-quality training, technology, and equipment. Since 2012, the Kansas City region has been eligible to apply to its two states for a portion of their annual State Homeland Security Grant funding. The following grant application supports the region's efforts to sustain protection, response, and recovery capabilities.

MARC's grant application to the Kansas Highway Patrol's State Homeland Security Grant program will provide \$437,011 of FY22 funds to support critical training and exercises; collaborative, strategic, and operational planning; community resilience programming; cybersecurity; a portion of KC Regional Fusion Center operations; and essential equipment replacement and sustainment for the Kansas side specialty teams (hazmat, tactical, EOD and technical rescue, fatality management, and the Kansas City Regional Mortuary Operational Response Group).

Project	KS FY22
Management & Administration - Planning and Regional Coordination. Prepare reports and communications tools; engage stakeholders in meetings; reporting. (MARC staff services)	\$21,851
INFO SYSTEMS - WebEOC Sustainment (EOC crisis management software licenses/maintenance and vendor fees/contractor support)	\$18,300
TRAINING - Sustain Regional Training Program - staff, contractors, supplies. Includes training for Tech Rescue, MEMC, MARCER, Public Health and Multi-discipline training & coordination.	\$79,075
EXERCISE - Sustain Regional Exercise Program - staff, contractors, supplies. 5 exercises and follow-up from previous ones.	\$87,252
TRAINING & EXERCISE - Sustaining Statewide IMT Capability - 3 training conferences, intrastate full-scale exercise, and equipment/MiFis	\$8,000
SPECIALTY TEAM EQUIPMENT - Sustaining Regional Hazmat Team Capabilities - equipment warranties, replacement sensors, instrument calibration, tubes and cartridges, data access fees.	\$31,148
SPECIALTY TEAM EQUIPMENT - Sustain Regional Technical Rescue Teams - FirstLook 360 Search Camera and Matterhorn Boot replacements.	\$7,155
SPECIALTY TEAM EQUIPMENT - Sustaining Regional Law Enforcement Capability & Addressing Emerging Threats - Training for 2 officers to attend DARC; NTOA for six tactical team members representing six departments, training supplies (simunitions), and Kinetic breaching tool	\$36,478
SPECIALTY TEAM EQUIPMENT - Sustaining Mass Fatality Response Capabilities - Purchase digital Xray sensor and site license	\$8,305
KC Regional Fusion Center - Staffing Sustainment for Fire/Emergency Medical Services (EMS), Health, and Medical Analyst (.75 FTE). National Homeland Security Conference (1 participant); National Fusion Center Conference (1 participant)	\$56,275

AGENDA REPORT

Budget and Personnel Committee

Cybersecurity Task Force - This project will continue to help implement the Regional Strategic Framework for Local Government cybersecurity in the Kansas City Region to increase cyber protection efforts and reduce vulnerabilities. The City of Overland Park, Kansas has identified security deficiencies on its recent 2020 NCSR relating to the City's traffic signalization network. This project would help implement critical advanced threat protection (ATP) to the City of Overland Park's traffic signalization network via next-generation firewall (NGFW) equipment and may serve as a pilot program for the region.	\$83,172
TOTAL	\$437,011

RECOMMENDATION:

Authorize application and acceptance of \$437,011 in FY22 Kansas State Homeland Security Grants.

STAFF CONTACT:

Erin Lynch
John Davis

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-c
Safe and Secure Communities

ISSUE:

VOTE: Authorize a Grant Application to the Missouri Department of Public Safety to Support Emergency Services Work

BACKGROUND:

MARC’s Emergency Services programs help ensure the region’s ability to prepare, respond, and recover with coordinated plans and high-quality training, technology, and equipment. Since 2012, the Kansas City region has been eligible to apply to its two states for a portion of their annual State Homeland Security Grant funding. The following grant application supports the region’s efforts to sustain protection, response, and recovery capabilities.

MARC’s grant application to the Missouri Department of Public Safety/Office of Homeland Security program will provide \$604,064 of FY22 funds to support critical training and exercises; collaborative, strategic, and operational planning; community resilience programming; cybersecurity; and essential equipment replacement and sustainment for the Missouri side specialty teams (hazmat, tactical, EOD, and technical rescue).

Project	MO FY22
Regional Planning & Collaboration - Conduct Strategic and Operational Planning to facilitate collaborative cross-jurisdiction and multi-discipline public and private planning and maintain decision-making processes for increased regional readiness. Supports portion of 5 staff	\$149,022
Workplan - Each regional council in MO receives \$25,000 to support regional homeland security activities such as information gathering and developing reports and other communications for agencies involved in the regional homeland security effort to maintain awareness and engagement of critical partners and provide the capacity to represent the region in a variety of state forums and to report back to the leadership of the RHSCC.	\$25,000
Management & Administration - Planning and Regional Coordination. Prepare reports and communications tools; engage stakeholders in meetings; reporting. (MARC staff services)	\$30,553
INFO SYSTEMS - WebEOC Sustainment (EOC crisis management software licenses/maintenance and vendor fees/contractor support)	\$18,500
INFO SYSTEMS - Badging & Accountability - subscriptions, licenses & supplies	\$9,680
TRAINING - Sustain Regional Training Program - staff, contractors, supplies. Includes training for Tech Rescue, emergency management, MARCER, Public Health, and Multi-discipline training & coordination.	\$175,703
EXERCISE - Sustain Regional Exercise Program - staff, contractors, supplies. 3 exercises and follow-up from previous ones.	\$48,967
SPECIALTY TEAM EQUIPMENT - Sustaining Regional Hazmat Team Capabilities - equipment warranties, replacement sensors, instrument calibration, tubes and cartridges, data access fees.	\$44,665
SPECIALTY TEAM EQUIPMENT - Sustain Regional Technical Rescue Teams - FirstLook 360 Search Camera and Matterhorn Boot replacements.	\$43,302
SPECIALTY TEAM EQUIPMENT - Sustaining Regional Law Enforcement Capability & Addressing Emerging Threats - Training for 2 officers to attend	\$19,700

AGENDA REPORT

Budget and Personnel Committee

DARC; NTOA for six tactical team members representing six departments, and training supplies (simunitions)	
SPECIALTY TEAM EQUIPMENT - Sustaining Mass Fatality Response Capabilities - Maintain and enhance the capabilities of KCRMORG to handle mass fatalities and fatality surge situations. Funds to support ongoing training, upkeep of the Mobile X-Ray unit, and funds for storage of the trailer and assets in a rental building/cave to prolong the life of the trailer/tires/etc. due to protection from weather-related degradation	\$9,800
Cybersecurity Task Force - The project will continue the implementation of the regional cybersecurity strategic framework's action step number three (creating collaborative training opportunities to build a high-quality workforce) and action step number four (create a shared service model to support local governments).	\$12,172
Medical Reserve Corp - Provide minimal contractual support for the MRC to continue recruitment and placement of volunteers, provide training and exercises and conduct needed planning to mature operations and preserve volunteers built during COVID.	\$17,000
TOTAL	\$604,064

RECOMMENDATION:

Authorize application and acceptance of \$604,064 in FY22 Missouri Department of Public Safety/Office of Homeland Security Grants.

STAFF CONTACT:

Erin Lynch
John Davis

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-d
Safe and Secure Communities

ISSUE:

VOTE: Authorize the Purchase of a Gas Detector to Support Homeland Security

BACKGROUND:

A request was made by the Kansas City, Missouri Fire Department for funding of a gas detector for hazmat incidents. Funding was approved by the Missouri Homeland Security Grant, which MARC oversees. The original price estimate of the equipment was \$45,000, however due to the COVID-19 pandemic prices have substantially increased. A budget increase of \$15,055 was approved by the MO Homeland Security Program in August 2021.

Sole source purchase of the Hazmat Elite is necessary due to the compatibility with systems already in use within the KCMO Fire Department. In addition, MARC has received a letter from the manufacturer (Smiths Detection) that FarrWest Environmental Supply, Inc. is the only authorized dealer in Missouri.

COMMITTEE ACTION:

This expenditure is included in the Missouri Homeland Security Grant budget approved by the Regional Homeland Security Coordinating Committee.

RECOMMENDATION:

Authorize the purchase of equipment as listed above for a total cost of \$55,055.

STAFF CONTACT:

Erin Lynch
John Davis

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-e
Safe and Secure Communities

ISSUE:

VOTE: Authorize a Contract Extension to Support Emergency Services Work

BACKGROUND:

David Schemenauer has been providing contract support for MARC’s Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program since March 2019. He was selected through a Request for Qualifications (RFQ) process. Mr. Schemenauer will continue to support the program in the following areas:

- Planning including co-op plan development, crisis standards of care, preparedness, and response plan updates
- Exercise Design and Support for the Health Care Coalition (HCC)
- Expand HCC Duty Officer cadre and associated training
- Prepare communications and outreach materials to explain HCC activities and promote preparedness efforts
- Review and refine Patient Tracking for Reunification and resource management
- Continue to refine HCC’s organizational structure to increase capabilities to respond
- Committee support and reporting due to Missouri’s Department of Health and Senior Services

In addition to the above areas, Mr. Schemenauer will also support COVID-19 and Complex Coordinated Terrorist Attack (CCTA) related planning and activities.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$20,000
Source	Greater Kansas City Community Foundation
Amount	\$5,000
Source	CCTA funds
PROJECTED EXPENSES	
Contractual	\$25,000

RECOMMENDATION:

Authorize a contract amendment with David Schemenauer in the amount of \$25,000 for work performed July 1, 2021 through June 30, 2022. Total contract amount not to exceed \$80,000.

STAFF CONTACT:

Erin Lynch
John Davis

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-f
Effective Local Government

ISSUE:

VOTE: Approve an Agreement with Surdex to Provide Services for the 2022 Aerial Imagery Project

BACKGROUND:

Since approximately 2008, many of the region's local governments have collaborated to fly the region every other year to produce orthoimagery (top-down map quality aerial imagery) that meets ASPRS Class 1 standards and has a resolution of 6-inch pixels. These standards ensure that measurements taken off the aerial imagery are accurate enough to be used to estimate the size and dimensions of buildings, an essential component of estimating their value for property tax assessment.

By agreeing to a common flight specification and creating a joint project, local governments have been able to save thousands of dollars on each flight through economies of scale. Costs are apportioned based on each local government's portion of the project area. Local governments own the imagery. MARC manages this project and acts as fiscal agent on behalf of local governments. For this work, MARC receives a 2.5% administrative fee and access to the imagery for its planning and other purposes.

MARC's Aerials Working Group oversees the aerial imagery project. They agree to the specifications, select the vendor, provide the necessary data and input the vendor needs, provide input, and perform quality control checks. On behalf of the Working Group, MARC issued an RFP for the 2022 imagery project in July 2021. The RFP maintained the requirement for imagery that meets the ASPRS Class 1 standards to ensure historical consistency with prior imagery.

Recently, a new model for delivering aerial imagery has been developed by some vendors. Instead of flying each region under a separate contract, they fly most cities twice a year regardless and then offer to license those cities the resulting imagery. They typically don't use all the ground control that a traditional flight does, so the imagery does not meet ASPRS Class 1 standards. It is still very useful for other purposes, such as development tracking, and offers leaf-on and leaf-off imagery annually, as opposed to only leaf-off imagery bi-annually. They may also offer an option for increased resolution (e.g., 3-inch rather than the standard 6-inch pixel size).

Because of the increased frequency, some local governments have decided they don't need to own the imagery or for the imagery to meet ASPRS Class 1 standards and have entered into licensing agreements with one of these non-traditional vendors, Nearmap. Jackson County, Independence, and Raymore have, or will soon have, such agreements.

Additionally, Johnson County annually acquires oblique imagery. This is taken at an angle, rather than top-down, and so allows viewers to see the sides of buildings. Because the processing necessary to create this imagery also produces orthoimagery as a byproduct, they also do not intend to participate in the 2022 aerial project.

Still, many other local governments want to maintain the standard imagery that has historically been delivered and local ownership of it. The anticipated project area for the 2022 flight is about 1,940 square miles, compared to 2,500 in some prior flights.

AGENDA REPORT

Budget and Personnel Committee

Because of the attractiveness of more frequent imagery updates, the Aerials Working Group has agreed to evaluate the need to maintain the requirement for the imagery to meet ASPRS Class 1 specification during the course of 2022, in preparation for a 2023 RFP and 2024 project. If this requirement could be relaxed, there may be greater ability to regain participants and so create larger economies of scale in the future. For the 2022 flight, however, this requirement remains in place.

Four vendors responded to the RFP: Surdex, Kucera, Atlantic, and Nearmap. Because Nearmap acknowledged their imagery did not meet the RFP specifications, they were dropped from further consideration. The remaining three all scored similarly and were invited to make a presentation on September 20, 2021. After the interviews, Surdex emerged as the clear choice of the Aerials Working Group.

	Proposal Score	Post Interview Average Rank	Number of 1 st Place Votes	Project Cost	Cost/Sq. Mile
Surdex	78	1.6	4	\$125,200	\$63.00
Kucera	77.2	1.7	1	\$134,000	\$67.00
Atlantic	75.8	2.7	2	\$138,817	\$69.87

The costs in the table above were prepared based on meeting the specifications in the RFP. In the last few aerial projects, the Working Group has chosen to add additional flight lines to the project beyond what was specified. This allows the processing of raw imagery into orthoimagery to only use the center portions of each image where building lean is at its minimum. The Working Group voted unanimously to again incur this additional cost, which raises the price of Surdex's bid to \$71 per square mile. Total project cost is estimated at \$141,000.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$141,000 + 2.5% = \$144,525
Source	Local governments
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$3,525
Contractual	\$141,000

COMMITTEE ACTION:

The Aerials Working Group, a sub-committee of KC MetroGIS, recommended the selection of Surdex as the 2022 aerial vendor.

RECOMMENDATION:

Authorize an agreement with Surdex for aerial imagery services in an amount not to exceed \$141,000, and authorize the necessary agreements with local government participants to apportion the costs.

STAFF CONTACT:

Frank Lenk
Jay Heermann
Jakob Goldman

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-g
Effective Local Government

ISSUE:

VOTE: Accept a Grant from the Health Forward Foundation to Support the Regional Housing Partnership

BACKGROUND:

MARC is partnering with Local Initiatives Support Corporation (LISC) Greater Kansas City to organize the Regional Housing Partnership (RHP). The RHP will mobilize individuals and organizations to enact systems-level change to grow the supply of affordable housing for cost-burdened households. This will be accomplished through seven elements of an effective regional housing system: (1) data and analysis; (2) networked leadership; (3) financing tools; (4) production capacity; (5) rental & homeowner resources; (6) policy; and (7) education.

This award will supplement a previous grant of \$560,000 from the Marion and Henry Bloch Foundation. A portion of the Health Forward Foundation grant will be subcontracted to LISC to launch the Kansas City Regional Housing Connection in consultation with KC SourceLink. LISC will also assist with implementation of advocacy, financing, and capacity strategies of the Regional Housing Partnership. In addition, LISC and MARC will coordinate with other key stakeholders to identify gaps in existing local resources for community mobilization and advocacy. This information will be utilized to determine a plan and resources for future years to build capacity.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$150,000
Source	Health Forward Foundation Grant
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$58,806
Contractual	\$91,194

RECOMMENDATION:

Authorize acceptance of a grant in the amount of \$150,000 from the Health Forward Foundation to support the Regional Housing Partnership.

STAFF CONTACT:

Lauren Palmer

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-h
Competitive Economy

ISSUE:

VOTE: Authorize Applications to the Ewing Marion Kauffman and Kresge Foundations to Support Grant Preparation Services for American Rescue Plan Funds

BACKGROUND:

The U.S. Economic Development Administration (EDA) announced a number of grant opportunities through the American Rescue Plan in August, including the Good Jobs Program. The Good Jobs Program is intended to assist regions to form industry sector partnerships and design interventions to strengthen our workforce development, training, and education systems to serve all residents, particularly those in historically underserved populations (such as communities of color, women, and other groups facing labor market barriers). The four industry clusters initially identified are health care, information technology, advanced manufacturing, and logistics. Equity Cities, a national consulting firm, has been identified by KC Rising and the Kauffman Foundation to assist with convening organization representatives and drafting an application, which is due late January. Once a proposal has been drafted, we will ask the MARC Board and MARC CSC Board to authorize submission of the application. The EDA expects to make 30-50 grant awards with \$3 billion available for this program.

Congress also appropriated sizable grants to states, local governments, and other organizations with the passage of the American Rescue Plan. Congress is considering additional legislation that could add more resources to support communities in recovering from the pandemic. The Kresge Foundation has offered funding to support efforts at convening stakeholders and outlining funding strategies and proposals for resources to support a broad range of initiatives for regional economic recovery and progress.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$70,000
Source	Ewing Marion Kauffman Foundation
Amount	\$75,000
Source	Kresge Foundation
PROJECTED EXPENSES	
Staff time and consultant services	\$75,000
Contractual	\$70,000

RECOMMENDATION:

Authorize applications to the Ewing Marion Kauffman Foundation and the Kresge Foundation for \$70,000 and \$75,000, respectively, to support preparation of grant proposals for EDA and other ARP funding on behalf of the region. Authorize an agreement with Equity Cities to support the EDA grant application as described above for \$70,000.

STAFF CONTACT:

Marlene Nagel
Beth Heslowitz

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-i
Competitive Economy

ISSUE:

VOTE: Authorize a Contract to Support Workforce Services under the EDA CARES Act Grant

BACKGROUND:

In February 2021, MARC was awarded a grant by the U.S. Economic Development Administration (EDA) to aid in the economic recovery of communities due to the COVID-19 disaster. MARC has worked with community partners on a funding proposal, focused on Wyandotte County, that would respond to the impacts of the disaster on “main street” small businesses and on those unemployed with limited skills to re-enter the workforce.

The grant will enable MARC’s KC Degrees program to assist unemployed residents with career guidance and access to training resources to support re-employment. The KC Degrees staff will work with community organizations in Wyandotte County to encourage those newly unemployed and most disadvantaged to take advantage of the guidance and training. A Request for Qualifications (RFQ) was issued for Career Navigators to support residents seeking career guidance. Kellie Jones responded to the RFQ and has been selected to provide part-time services over the next 18 months at a cost not to exceed \$31,000.

RECOMMENDATION:

Authorize a contract with Kellie Jones to provide career guidance and workforce services, not to exceed \$31,000.

STAFF CONTACT:

Marlene Nagel

AGENDA REPORT

Budget and Personnel Committee

October 2021

Item No. 2-j

Thriving Older Adults and Communities

ISSUE:

VOTE: Authorize the Revision and Re-release of an Integrated Care Network Services RFP to Support Older Adults

BACKGROUND:

An RFP has been released on a rolling basis for services offered under MARC's Managed Services Network (MSN) model of integrated care. The rolling basis allows for expedient accrual of member organizations to meet the various needs of health care contracts or other integrated care initiatives.

The current RFP has several redlined clauses due to updates. Staff recommend revising and re-releasing an updated, rolling version of the RFP, including the opportunity to onboard other Network Lead Entities around technology, data sharing, cooperative purchasing, and integrated care strategy, without necessarily contracting for direct service provision. In addition, experience under current contracts suggest a need to add commodity foods as a service line for cases where individual home-delivered meals are inadequate to meet a client or family need.

BUDGET CONSIDERATIONS:

Costs associated with the implementation of service provision for all recommended service providers will be incorporated into the SFY 2022 and/or 2023 Area Plan Budget.

COMMITTEE ACTION:

The Commission on Aging recommended authorization to revise and re-release Aging's Integrated Care Network Services RFP.

RECOMMENDATION:

Authorize revision and re-release of Aging's Integrated Care Network Services RFP.

STAFF CONTACT:

James Stowe

Tane Lewis

Bethany Reyna

Nicolette Wallis

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-k
Healthy Environment

ISSUE:

VOTE: Approve the FY2022 Memorandum of Understanding with the MARC Solid Waste Management District

BACKGROUND:

The MARC Solid Waste Management District receives grant funds from the Missouri Department of Natural Resources (MDNR) to support waste reduction and recycling efforts within Cass, Clay, Jackson, Platte, and Ray counties. The district conducts planning, administers grants to encourage waste reduction and recycling, and promotes various initiatives to area residents, including the Regional Household Hazardous Waste Program (HHW) and RecycleSpot.org. MARC provides administrative, organizational, and planning support for district activities under an annual Memorandum of Understanding. The fiscal year begins January 1, 2022.

Several initiatives are underway regarding food waste, compost and recycling market development, illegal dumping, paint stewardship, and pharmaceuticals management.

BUDGET CONSIDERATIONS:

The MARC Solid Waste Management District will oversee a total of \$1,352,631 for its district grant activities in 2022, including carry-over funds, new grant dollars, and interest income. In addition, the district will coordinate and manage the Regional Household Hazardous Waste Program with projected revenues of \$365,000 for 2022. The Memorandum of Understanding provides \$588,032 in compensation to MARC for services provided to the district. The budget will support approximately 3.5 FTE MARC staff. MARC local funds estimated at \$11,000 will be used for fringe, indirect, and mileage costs that exceed MDNR's FY22 reimbursement rates.

REVENUES	
Amount	\$1,352,631
Source	Missouri Department of Natural Resources
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$420,042
Contractual	\$92,900
Pass-Through	\$764,599
Other (supplies, printing, etc.)	\$75,090

District Operations and Planning

MARC serves as the fiscal agent for the district's grant, interest income, and HHW program funds. To utilize these funds, MARC will manage special projects as approved by the district's executive board, such as regional education and solid waste planning. MARC also administers the district grant program and the HHW program.

District Grant Program

The district administers an annual grant program to encourage waste reduction and recycling. Below is a list of the pass-through grants that were awarded by the district's executive board to local communities and organizations during its open 2022 grant call. The district may conduct a second grant call in 2022 to encumber unused grant funds held by MDNR. MARC will serve as the fiscal administrator for the awarded grants:

AGENDA REPORT

Budget and Personnel Committee

<u>FY22 Open Call Projects</u>		<u>Amount</u>
KC Dumpster	Construction & Demolition Debris Recycling Equipment	\$500,000
Missouri Recycling Association (MORA)	MORA Operations and Conference	\$ 69,692
Elm Dirt	Worm Farm Equipment	\$ 49,900
KC Library	KC Library Recyclable Materials Baler	\$ 42,000
KC Can Compost	Business Growth Manager	\$ 40,691
Sleepyhead Beds	Digital Marketing and Earned Media Campaign	\$ 31,500
Heartland Conservation Alliance	Illegal Dumping: A Collective Impact Approach	\$ 30,816
<hr/>		
Total Approved Open Call Grant Projects - First Round		\$764,599

Regional Household Hazardous Waste (HHW) Program

MARC will serve as the fiscal administrator for per capita fees collected from participating communities in the district's Regional Household Hazardous Waste Program. The district's executive board set the annual per capita fee at \$1.09 for communities joining the 2022 program. Based on anticipated participation of 31 communities for 2022, MARC will accept and administer approximately \$365,000 on behalf of the district to compensate the cities of Kansas City (approx. \$345,000) and Lee's Summit (approx. \$20,000) for HHW services rendered at the close of 2022.

COMMITTEE ACTION:

The district's executive board approved the FY22 MARC SWMD Work Plan & Budget and Memorandum of Understanding at its meeting on October 13, 2021.

RECOMMENDATION:

Authorize the executive director to sign the Memorandum of Understanding with the MARC Solid Waste Management District, accept and administer funds, disperse payments, and provide local match as described above.

STAFF CONTACT:

Lisa McDaniel
Tom Jacobs
Ron Achelpohl

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-l
Quality Early Learning

ISSUE:

VOTE: Approve Contract Extensions for Head Start and Early Head Start Support Services

BACKGROUND:

As part of its new grant structure beginning in the fall of 2018, Mid-America Head Start (MAHS) has been supporting Head Start and Early Head Start programs through contracts with individuals/agencies who provide a variety of support services for fourteen Tier 1 and Tier 2 programs serving a total of 825 children. Each contractor/agency was selected through an individual Request for Qualifications process conducted in Spring 2018. MAHS is requesting to extend these contracts for another 12 months from November 1, 2021 through October 31, 2022.

Contracted services include education coaching services for Head Start and Early Head Start classrooms, mental health services for classrooms and therapeutic services for children and families, and early intervention services for children with special needs and diagnosed disabilities.

The attached chart indicates the name of the individual or agency, the type of service to be provided, the hourly rate of service, total hours for the total 12-month period and the total dollar amount not to be exceeded for each contract. The grand total amount of these 12-month contracts is not to exceed \$311,840.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$311,840
Source	HS - EHS Core Grant (FY 2021-2022)
PROJECTED EXPENSES	
Contractual	\$311,840

RECOMMENDATION:

Approve individual and agency contracts for on-site support services at Mid-America Head Start programs, as outlined in the attachment, from November 1, 2021 through October 31, 2022 for a total amount not to exceed \$311,840.00.

STAFF CONTACT:

Jovanna Rohs
Steven Lewis

Detail of On-Site Contracted Support Services for Head Start and Early Head Start Programs 2021-2022

Education/coaching contractors: these individuals provide weekly coaching and training for no more than 10 classroom teaching teams each and will ensure the Head Start program's compliance with the terms of its contract for education services.

	hourly rate	total hours	total mileage	12-month total
Ann Camey	45.00	1,152	N/A	51,840.00

Mental Health Consultants: individuals / agencies with licensed mental health professionals who provide on-site mental health support for teaching staff in Tier 1 and 2 programs as well as individual therapeutic mental health services for all children and families.

	hourly rate	total hours	total mileage	12-month total
Amy Thompson	100.00	860	N/A	86,000.00
The Family Conservancy	100.00	1200	N/A	120,000.00

Early Intervention Contractor: this individual provides support services for children with suspected or diagnosed disabilities that includes on site observation and support for teachers and parents along with referrals and support in the implementation of Individualized Education Plans and Individualized Family Service plans.

	hourly rate	total hours	total mileage	12-month total
Karen Osborn	45.00	1,200	N/A	54,000.00

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-m
Quality Early Learning

ISSUE:

VOTE: Approve a Contract with Learning Genie to Provide Assessment and Child Outcome Reporting to Head Start Programs

BACKGROUND:

The Learning Genie application supports implementation of the Desired Results Developmental Profile (DRDP) early childhood assessment system. Learning Genie provides an electronic portfolio for each child. Evidence of children’s learning and development can be entered into portfolios by educators, who are able to connect the evidence to DRDP measures. Educators can also rate children’s progress on each measure three times each year and run child outcome reports for individuals and groups. This assessment of children’s progress and reporting of child outcomes is required for Head Start grantees. MARC Head Start began contracting with Learning Genie in 2017. Learning Genie has customized the application to meet the particular needs of MARC Head Start providers and has provided effective technical support to educators.

BUDGET CONSIDERATIONS:

REVENUES	
Amount	\$42,000
Source	HS - EHS Core Grant (FY2020-2021 & 2021-2022)
PROJECTED EXPENSES	
Contractual	\$42,000

RECOMMENDATION:

Authorize MARC Head Start to spend \$42,000 from the Head Start / Early Head Start Core Grant for the period of August 1, 2021 to July 31, 2022 to support all enrolled children with the Learning Genie early childhood assessment system.

STAFF CONTACT:

Jovanna Rohs
Steven Lewis

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 2-n
Quality Early Learning

ISSUE:

VOTE: Authorize a Contract to Provide Support to University of Missouri Kansas City’s “Strengthening the Missouri Early Childhood Workforce” Project

BACKGROUND:

MARC’s Department of Early Learning provides leadership and support for the development and implementation of a community-driven, outcomes-based plan for a comprehensive early childhood system. A key component of the system is the early childhood workforce.

The University of Missouri-Kansas City Institute for Human Development (UMKC-IHD) is completing a project on behalf of the Missouri Department of Elementary and Secondary Education focused on strengthening the early childhood workforce in Missouri. The goal of these workforce development activities is to create steps to transform Missouri’s early childhood profession into one where the workforce is paid a livable wage and has access to: (1) quality professional development, (2) information about what constitutes a career in early childhood, and (3) assistance in moving through his/her career in early childhood.

The specific purpose of this project is to strengthen Missouri’s early childhood system (ages birth to five) through the implementation of strategies to address alignment and data collection, program development, systems design, messaging, and operationalizing information in a manner that is user friendly. UMKC-IHD is contracting with MARC Early Learning to support activities taking place between August 1, 2021 and December 31, 2021.

Note: As a matter of disclosure, Dr. Julie Warm, who is the spouse of MARC Executive Director David Warm, is employed by UMKC-IHD and is a member of the project team supported by this contract. He has assigned oversight of this contract to Carol Gonzales, MARC’s Director of Finance and Administration.

BUDGET CONSIDERATIONS:

The funding from this contract was not included in the 2021 budget for MARC’s Department of Early Learning and supports personnel costs.

REVENUES	
Amount	\$66,000
Source	UMKC-IHD contract with MO Department of Elementary and Secondary Education
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$51,848
Research Services TA	\$14,152

RECOMMENDATION:

Authorize a contract agreement with UMKC-IHD, in an amount not to exceed \$66,000 to provide support for the Strengthening the Missouri Early Childhood Workforce project.

STAFF CONTACT:

Jovanna Rohs

AGENDA REPORT

Budget and Personnel Committee

October 2021
Item No. 3-a

ISSUE:

VOTE: Approve the minutes of the September 28, 2021 meeting

BACKGROUND:

The minutes of the September 28, 2021 meeting are enclosed.

RECOMMENDATION:

Approve the minutes of the September 28, 2021 meeting.

STAFF CONTACT:

David Warm
Karina Bielecki



BUDGET AND PERSONNEL COMMITTEE

Meeting Summary
September 28, 2021
11:15 a.m.

COMMITTEE MEMBERS PRESENT

Commissioner Harold Johnson, Jr., Unified Government of Wyandotte/Kansas City, Kan. - MARC Board Chair
Commissioner Janeé Hanzlick, Johnson County, Kan. - MARC Board 2nd Vice Chair
Mayor Eileen Weir, Independence, Mo. - MARC Board Treasurer
Mayor Pro Tem Beto Lopez, Lee's Summit, Mo - MARC Board Secretary
Commissioner Rob Roberts, Miami County, Kan.
Councilmember Curt Skoog, Overland Park, Kan.
Councilmember Fred Spears, Overland Park, Kan.
Commission Chairman Ed Eilert, Johnson County, Kan.
Commissioner Brian McKiernan, Unified Government of Wyandotte/Kansas City, Kan.
Presiding Commissioner Jerry Nolte, Clay County, Mo.

STAFF PRESENT

David Warm, Executive Director
Carol Gonzales, Director of Finance and Administration
Ron Achelpohl, Director of Transportation and Environment
Marlene Nagel, Director of Community Development
Kristin Johnson-Waggoner, Public Affairs Program Director
Steven Lewis, Mid-America Head Start Program Director
Catherine Couch, Public Affairs Coordinator
Karina Bielecki, Executive Assistant
John Hwang, Network Administrator II
Jovanna Rohs, Director of Early Learning and Head Start
Tom Jacobs, Environmental Programs Director

CALL TO ORDER

Mayor Eileen Weir called the meeting to order at 11:15 a.m.

Due to the meeting being conducted remotely, Mayor Weir provided instructions for participation. She reported that staff would present on all the agenda items, provide an opportunity for comments and questions after each item, and ask for approval of all agenda items with one vote at the end of the meeting. Members would have an opportunity to abstain or object to any items necessary during the final vote.

Approve Contracts, Grants, and Other Major Expenditures

SAFE AND SECURE COMMUNITIES

VOTE: Accept Funds from the COVID-19 Response and Recovery Fund to Support Public Health
Ms. Marlene Nagel, Director of Community Development at MARC, reminded the committee of MARC's work with United Way of Greater Kansas City, the Local Investment Commission (LISC), and the

Greater Kansas City Community Foundation to support grants to help residents impacted by the pandemic and economic downturn. The Fund raised approximately \$18 million and distributed grants to over 300 organizations.

MARC received a grant of \$500,000 in 2020 to support public health testing and communications, the regional COVID data hub, and emergency assistance to disadvantaged residents. In recognition of continuing needs, MARC has now secured an additional \$500,000 through the Fund, which will go toward continued work on the regional COVID data dashboard and its daily reports, local health department vaccination incentives, and community agency assistance for residents affected by COVID-19. Ms. Nagel requested authorization to accept the additional funds and contract with partner agencies as necessary. Commissioner Janeé Hanzlick inquired if the source of the funding was the same COVID-19 fund that was set up in 2020 to accept contributions for COVID-19 relief throughout the region. Ms. Nagel confirmed that it was, and that MARC's additional \$500,000 request is the sole remainder of the initial \$18 million raised. The Fund now has commitments for a new round of funding from area foundations and is considering further investments in focused areas. There were no more questions.

COMPETITIVE ECONOMY

VOTE: Authorize an Application for the Economic Development Administration Build Back Better Program

Ms. Nagel shared that the US Economic Development Administration (EDA) announced several grant opportunities through the American Rescue Plan in August, including the Build Back Better (BBB) program. The BBB is intended to assist regions to invest in targeted industry clusters to recover from the pandemic and strengthen area economies long-term. The application is two-phased, with the Phase One grant providing up to \$500,000 to support coalition building and project design, enabling regions to prepare for Phase Two. MARC has worked with KC Rising, non-profits, colleges and universities, and other partners to draft an application for the biosciences industry cluster. The investments would be focused on research and development, commercialization, manufacturing and clinical trials, supply chain and logistics, and workforce development. The Phase One application is due October 19, 2021 and awards for approximately fifty-to-sixty applicants are expected by the end of the year. The Phase Two applications are due March 15, 2022 and up to thirty regions are expected to receive significant EDA funds. The initial \$500,000 would be used for MARC staff support for coalition building, convening, and project planning. Subcontracts would be awarded for architecture, engineering, planning, and other professional services to further develop the projects identified for major investment. She paused for questions, but there were none.

THRIVING OLDER ADULTS AND COMMUNITIES

VOTE: Authorize a Grant Application to the Department of Housing and Urban Development to Support Homelessness Management Information System Work

Ms. Nagel reminded the committee that MARC has secured grant funding from the U.S. Department of Housing and Urban Development (HUD) for several years in the past to support Homeless Management Information System (HMIS) lead agency work. MARC is eligible to apply for renewal for grant funding. MARC would use private funds and agency user fees to meet the required match. The funds would cover the HMIS system software license fee (CaseWorthy) and MARC staff support for a 12-month period. Ms. Nagel requested authorization to apply for and accept funds. She paused for questions, but there were none.

HEALTHY ENVIRONMENT

VOTE: Authorize a Federal Cost Share Agreement with the U.S. Army Corps of Engineers to Administer and Facilitate Phase One of the Little Blue River Watershed Feasibility Study

Mr. Ron Achelpohl, Director of Transportation and Environment at MARC, requested authorization to enter into a cost-sharing agreement with the U.S. Army Corps of Engineers to start Phase 1 of a feasibility study for the Little Blue Watershed. The 224 square-mile watershed is comprised of 12 jurisdictions, and it includes many substantial regional assets while facing significant challenges such

as flooding, water quality, sedimentation in the lakes, and erosion in the banks and bed of the main stem of the Little Blue and its tributaries. The study will evaluate the causes and dynamics of identified problems, then evaluate and prioritize alternative solutions. Once the study is completed, the Corps would work with local communities to implement solutions. Participating communities at this time include Belton, Blue Springs, Independence, Jackson County, Kansas City, Missouri, Grandview, Lee's Summit and Raytown.

Total phase one costs will be \$70,000. Local communities will contribute a total of \$45,000, and federal resources will provide a match of \$25,000. MARC will retain \$20,000 for administration, project management, and facilitation. This process is anticipated to be completed by the end of the first quarter of 2022. MARC will facilitate conversations with all partners to ensure that local and federal interests are appropriately addressed. At the conclusion of Phase One, staff will report back to the Board about outcomes and next steps. Mr. Achelpohl paused for questions, but there were none.

VOTE: Authorize Solicitation and Acceptance of Funds from the States of Kansas and Missouri to Support the Air Quality Program

Mr. Achelpohl requested authorization to apply for and accept funds from the Kansas Department of Health and Environment and Missouri Department of Natural Resources to continue the state-funded air quality program. The total amount requested will be \$108,710. MARC will retain \$44,600 for personnel costs, while the remainder of funds will go to contractual services, supplies, and printing costs. Contractual services include seasonal ozone forecasts and a public opinion survey to measure effectiveness of outreach work. Mr. Achelpohl paused for questions, but there were none.

QUALITY EARLY LEARNING

VOTE: Authorize a Contract to Provide Support to The Family Conservancy's Start Young Program

Ms. Jovanna Rohs, Director of Early Learning and Head Start at MARC, shared that The Family Conservancy (TFC) administers the Start Young program, a public-private collaborative designed to improve childcare in Wyandotte County, increasing access to high-quality, full-day, year-round childcare for working families.

TFC wishes to contract with MARC to provide Early Learning Program Profiles (ELPP) and professional development grants to Start Young partner programs. This project complements and supports other initiatives within MARC's Early Learning department. Most of the funds MARC receives will be passed through for ELPP classroom assessments and professional development grants. A portion of the funds will be used to support existing MARC staff time in the management and oversight of the project subcontracts and to support data entry and coordination of program supports. Ms. Rohs requested authorization of a contract agreement with TFC in an amount not to exceed \$70,162 to support the Start Young program. She paused for questions, but there were none.

VOTE: Authorize MARC Head Start to Implement a Retention Pay Plan for Direct Service Providers' Staff in Response to COVID-19

Ms. Rohs shared that, as the Office of Head Start has allocated funds for COVID-related expenditures, MARC Head Start will implement a quarterly retention payment plan to help with staff retention and recruitment issues. This plan will apply to most Direct Service Provider (DSP) staff members for whom Head Start funding covers any portion of their payroll expense. The number of regular hours worked by each eligible employee, excluding any paid leave, will be calculated at the end of the 90-day period. Within 30 days after the end of the quarter, MARC Head Start will provide to each participating provider an aggregate amount of \$2.00 per hour for each eligible employee for that timeframe. The provider is responsible for disseminating the appropriate payment amount to their individual staff members through their own payroll process. All applicable payroll taxes will be the responsibility of the DSPs. Eleven of MARC's Head Start and Early Head Start Direct Service Providers elected to participate and the cost is expected to average \$398,750 per quarter, for a total one-year cost of \$1,595,000. The pay plan is an allowable expense under the guidelines of the Office of Head Start. Ms.

Rohs requested authorization to implement the quarterly retention payment plan for the period of July 1, 2021 - June 30, 2022. She paused for questions, but there were none.

VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
Approve the Minutes of the August 24, 2021 meeting

MOTION: Commissioner Rob Roberts moved for approval of all agenda items and Commissioner Janeé Hanzlick seconded. Mayor Weir asked if any member wanted to abstain or object to any of the agenda items. Mayor Pro Tem Lopez has a standing disclosure of his conflict of interest in contractual matters between MARC and his employer, Guadalupe Center, and he is recorded as having abstained from a vote on agenda item 1-g. All others were in favor of approving agenda items 1-a through 2-a. The motion passed.

Other Business

There was no other business.

Adjournment

Mayor Weir adjourned the meeting at 11:28 a.m.

MINUTES APPROVED:

Eileen Weir, Chair

Date