November 27, 2018
Board Member Lunch: Noon / Meeting: 12:15 p.m.
MARC Conference Center - 2nd Floor Board Room

AGENDA

1. Introductions and Board Sharing Time

2. Recognition of MARC Employee

3. Early Education Updates
   a. REPORT: Presentation of the 2018 Status of Children & Families in the Greater Kansas City area
   b. REPORT AND VOTE: Authorize Grant Application to the federal Administration for Children and Families to Expand Early Head Start

4. Transportation & Environment Updates
   a. REPORT AND VOTE: Establish Federal Performance Targets for Highway System Condition and Travel Time Reliability
   b. REPORT AND VOTE: Approve the 2019 Unified Planning Work Program for federal transportation planning
   c. REPORT: Process for Identifying Projects to be Included in the 2050 Regional Transportation Plan

5. REPORT AND VOTE: Overview of Regional Solid Waste Management Strategies, and Approve the FY2019 Memorandum of Understanding with the MARC Solid Waste Management District


CONSENT AGENDA (ADMINISTRATIVE MATTERS)

7. VOTE: Approve Consent Agenda
   a. Approve minutes of the October 23, 2018 Board meeting
   b. Authorize a Lease Amendment with Price Brothers Development Company, and execute a sublease with the Institute for Building Technology and Safety (IBTS)
   c. Authorize contract with the Kansas Eastern Region Insurance Trust (KERIT) for financial services for 2019 and 2020
   d. Approve actions taken at the September 2018 Head Start Advisory Committee meeting
   e. Approve contracts with Allycia Strother, Shannon Venerable, and Carolyn Morris to serve as Aging Assessors
   f. Accept subrecipient grant funds from the Missouri Department of Health & Senior Services for Individualized Family Caregiver Training
   g. Approve contract amendment with KC Taxi, LLC to provide transportation services for older adults

www.marc.org
h. Authorize contract with Black and McDonald for the Operation Green Light Traffic Signal Enhancements
i. Accept funds from participating local governments for the regional Water Quality Public Education Program
j. Authorize subawards to area local governments for Homeland Security resources

8. Executive Director’s Report

9. Other Business

10. Adjournment

Please notify the Mid-America Regional Council at (816) 474-4240 at least 48 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print reader, hearing assistance). We will make every effort to meet reasonable requests.

Free parking is available when visiting MARC. Visitors and guests should park on the upper level of the garage. An entrance directly into the conference area is available from this level. To enter this level from Broadway, turn west into the Rivergate Center parking lot. Please use any of the available spaces on the upper level at the top of the ramp.

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<tr>
<th>Name</th>
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<th>Title</th>
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<td>Ye, John</td>
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<td>Mayor</td>
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*Public Transit Representatives (Voting)  **Public Transit Advisory Representatives (Non-Voting)
ISSUE:
Introductions and Board sharing time

BACKGROUND:
Time has been reserved on the agenda for introductions and items of interest to Board members. The Board Chair encourages board members to raise matters for discussion at future meetings or other issues of general concern or interest.
ISSUE:
Recognition of MARC Employee

BACKGROUND:
Mary Laird has reached a significant milestone in her employment with MARC. Mary is the Executive Assistant at MARC, and is celebrating 15 years.

Mary will be recognized at the meeting for her contributions to the agency.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
David Warm
ISSUE:
REPORT:  Presentation of the 2018 Status of Children & Families in the Greater Kansas City area

BACKGROUND:
In its early years, the Metropolitan Council on Early Learning (MCEL) produced an annual and then semi-annual Status of Early Learning report to provide information on the region’s early learning system and help guide community decision making. As funding and priorities shifted over the years, this report was discontinued. However, the need to have current and accurate child, family and early learning data has never been more critical. The region’s early learning community continues to grapple with persistent problems such as access to early learning, quality experiences and compensation of the workforce.

With funding from the Kauffman Foundation, the Status of Children & Families in the Greater Kansas City Metropolitan Area report was completed by MARC. The report compiles the most recent data available regarding population trends, economics, health, and early learning to provide a portrait of the early learning system in MARC’s nine county bi-state region. This profile will assist MCEL and the community identify issues and trends within the system that directly impact vulnerable families with young children. The profile augments other data reports such as the Mid-America Head Start Community Assessment and the Kansas City PreK Landscape studies. A companion Story Map has been created that allows users to zoom in on areas of the community that are of interest. The full report and the Story Map link can be found on MARC’s website:  http://marc.org/Community/Early-Learning.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
Jovanna Rohs
Kyle Matchell
Jeff Pinkerton
Andrea Repinsky
**ISSUE:**

REPORT AND VOTE: Authorize Grant Application to the federal Administration for Children and Families to Expand Early Head Start

**BACKGROUND:**

On October 29, 2018, the Administration for Children and Families announced $4,823,430 in new funding was made available for expansion of existing Early Head Start programs throughout the four states in Region VII which include Kansas, Missouri, Iowa, and Nebraska. MAHS proposes to add 45 enrollment slots to its existing 544 Early Head Start slots. These slots will be added to the enrollment of existing early childhood programs that have requested to be included in this expansion application. The agencies included are Ability KC, Front Porch Alliance, Learn-A-Lot, Lee’s Summit School District, and United Inner City Services (St. Mark). The total amount of funds requested is $830,250. The chart below describes the allocation of funding and slots for each agency.

**Early Head Start Expansion Budget 2018**

<table>
<thead>
<tr>
<th>Agency</th>
<th>EHS Expansion Award Amount</th>
<th>EHS Expansion Funded Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ability KC (Center-Based)</td>
<td>$70,000</td>
<td>4</td>
</tr>
<tr>
<td>Front Porch Alliance (Home-Based)</td>
<td>$32,000</td>
<td>4</td>
</tr>
<tr>
<td>Learn-A-Lot (Center-Based)</td>
<td>$350,000</td>
<td>20</td>
</tr>
<tr>
<td>Lee’s Summit (Home-Based)</td>
<td>$40,000</td>
<td>5</td>
</tr>
<tr>
<td>United Inner City Services (St. Mark) (Center-Based)</td>
<td>$210,000</td>
<td>12</td>
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<tr>
<td>Partner Subtotal</td>
<td>$702,000</td>
<td>45</td>
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<tr>
<td>Training</td>
<td>$20,250</td>
<td></td>
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<tr>
<td>MARC-Grantee Oversight</td>
<td>$108,000</td>
<td></td>
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<tr>
<td>Grand Total</td>
<td>$830,250</td>
<td></td>
</tr>
</tbody>
</table>

**BUDGET CONSIDERATIONS:**

This funding opportunity was not included in the 2019 budget. It is anticipated that the award would begin in April 2019.
Authorize an Early Head Start expansion grant application to expand the number of Early Head Start Slots in the amount of $830,250; and if awarded, authorize the acceptance and disbursement of the funds.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
REPORT AND VOTE: Establish Federal Performance Targets for Highway System Condition and Travel Time Reliability

BACKGROUND:
The current and previous federal transportation bills, FAST Act and MAP-21, respectively, included a series of requirements for Transportation Performance Management (TPM). Since the passage of MAP-21, U.S. Department of Transportation (USDOT) has worked through the federal rulemaking process to establish a series of performance measures and corresponding target setting requirements. Generally, the performance measures relate to national goals of safety, infrastructure condition, air quality, and transportation system performance.

Final USDOT rules related to TPM established performance measures for system condition and travel time reliability on the National Highway System (NHS). State DOTs were required to establish performance targets for these measures by May 20, 2018. MPOs have the option of supporting the statewide targets, or establishing their own regional targets within 180 days of the establishment of state targets. State DOTs will have the opportunity to update targets every 2 years, and with each update MPOs will have the option to: (a) support the state targets, or (b) establish regional targets within 180 days.

MARC has elected to establish regional targets, and core reasons include the need to harmonize different statewide targets between Kansas and Missouri, and the fact that trends in the Kansas City region do not consistently align with statewide trends on either side of the state line. To develop the targets, MARC staff considered historical trends, statewide targets, regional plans, and programmed projects. The targets were developed in coordination with State DOT and local partners, as well as subject matter experts. The attached memo details recommended targets for each of the performance measures.

Infrastructure condition and transportation system performance are both goals in Transportation Outlook 2040. It is important to emphasize the recommended targets pertain specifically to the NHS, which represents approximately 10% of streets and highways in the MARC region. While some NHS routes are locally owned and operated, the overwhelming majority is operated by State DOTs. Recommended targets are closely linked to statewide targets adopted by KDOT and MoDOT, which are both informed by extensive data analysis and engineering judgement.

The recommended targets for NHS system condition and travel time reliability were developed with input and consensus from the MARC Highway and Goods Movement Committees and approved by TTPC on September 18, 2018.

RECOMMENDATION:
Approve NHS condition and travel time reliability targets for the MARC metropolitan planning area.

STAFF CONTACT:
Ron Achelpohl
MAP-21 and the FAST Act established provisions for Metropolitan Planning Organizations (MPOs) to performance targets establish performance targets. Performance measures are defined in accordance with the final USDOT rules for System Condition (PM2) and System Performance, Freight, and CMAQ (PM3), authorized by 23 CFR Part 490.

MARC staff convened a transportation performance management (TPM) workgroup to provide input and guidance for establishing performance targets for the greater Kansas City metropolitan planning area. The TPM workgroup comprised representatives from MARC, KDOT, MoDOT, subject matter experts and local jurisdictions with routes on the National Highway System (NHS). The TPM workgroup met in January, March, June and July 2018, and recommends the following performance targets.

### Pavement and Bridge Condition on the NHS (PM2)

<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>2019 Target</th>
<th>2021 Target</th>
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<tbody>
<tr>
<td>% NHS bridges in GOOD condition</td>
<td>40.0%</td>
<td>40.0%</td>
</tr>
<tr>
<td>% NHS bridges in POOR condition</td>
<td>7.5%</td>
<td>7.5%</td>
</tr>
<tr>
<td>% Interstate pavements in GOOD condition</td>
<td>(not required)</td>
<td>72.6%</td>
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<tr>
<td>% Interstate pavements in POOR condition</td>
<td>(not required)</td>
<td>0.2%</td>
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<tr>
<td>% non-Interstate NHS pavements in GOOD condition</td>
<td>52.0%</td>
<td>52.0%</td>
</tr>
<tr>
<td>% non-Interstate NHS pavements in POOR condition</td>
<td>0.5%</td>
<td>0.5%</td>
</tr>
</tbody>
</table>

### NHS System Performance, Freight, and CMAQ* (PM3)

<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>2019 Target</th>
<th>2021 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>% reliable travel on Interstates</td>
<td>88.9%</td>
<td>88.0%</td>
</tr>
<tr>
<td>% reliable travel on non-Interstate NHS</td>
<td>(not required)</td>
<td>88.1%</td>
</tr>
<tr>
<td>Level of truck travel time reliability on Interstates</td>
<td>1.48</td>
<td>1.49</td>
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</table>

*CMAQ targets only required for areas designated non-attainment for air quality standards.

The following pages contain charts depicting trends and targets for each measure. As these targets are discussed with MARC committees, additional details will be shared including statewide trends and targets, technical methods used to develop regional targets, and relationship to regional planning.
ISSUE:
REPORT AND VOTE: Approve the 2019 Unified Planning Work Program for federal transportation planning

BACKGROUND:
The Unified Planning Work Program (UPWP) 1) describes the transportation planning activities MARC and other agencies will undertake during the year; 2) documents the proposed expenditures of federal, state and local funds in support of applications for various planning grants; and 3) provides a management tool for MARC and the funding agencies in scheduling major transportation planning activities, milestones and products. A draft of the 2019 UPWP is available at:


Major Transportation Planning Initiatives proposed for 2019 include:

- Respond to the FAST Act - Tasks 1.1, 2.2, 3.9, 4.1, and 5.5
- DBE and Title VI program triennial updates - Task 1.1
- Creating/Planning Sustainable Places - Task 2.1
- Update of the Metropolitan Transportation Plan - Task 2.2
- Performance Measures and Targets - Tasks 2.2, 3.9, 4.1
- Regional Household Travel Survey Completion - Task 3.10
- Development of the 2020-24 Transportation Improvement Program - Task 4.1
- Smart Moves Implementation - Task 5.1, 5.2
- Prospect Bus Rapid Transit (BRT) Implementation - Task 5.2
- Independence Avenue Bus Rapid Transit (BRT) Project Development - Task 5.3
- Environmental Assessment for U.S. 169 Corridor from I-70 and I-35 to MO 9, including the Buck O’Neil Bridge over the Missouri River - Task 5.7

BUDGET CONSIDERATIONS:
The 2019 UPWP has been developed based on funding levels resulting from the passage of Fixing America’s Surface Transportation (FAST) Act and the 2010 Census counts for urbanized area populations in Kansas and Missouri.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
<th>Source</th>
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<td></td>
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<td></td>
<td>$2,754,756</td>
<td>CPG-MoDOT</td>
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COMMITTEE ACTION:
MARC hosted a conference call on August 30, 2018 with its planning partners to coordinate development of the 2019 UPWP. An initial version of the 2019 UPWP was circulated among the planning partners for comment in September 2018.

TTPC authorized the release of the draft 2019 UPWP for public review and comment at their October 16, 2018 meeting. No comments were received during the public comment period.
TTPC approved the 2019 *Unified Planning Work Program* at their November 20, 2018 meeting.

**RECOMMENDATION:**
Approve the 2019 *Unified Planning Work Program*, and authorize MARC to receive 2019 Consolidated Planning Grant funds from the Kansas and Missouri Departments of Transportation in the amounts noted in the table above.

**STAFF CONTACT:**
Marc Hansen  
Ron Achelpohl
ISSUE:
REPORT: Process for Identifying Projects to be Included in the 2050 Regional Transportation Plan

BACKGROUND:
The Mid-America Regional Council (MARC) is responsible for developing and maintaining a metropolitan transportation plan (MTP) to guide federal investments and serve as a blueprint for managing the region’s transportation system. Transportation Outlook 2040, the current MTP, was adopted in 2015 and the next plan will be due by June of 2020.

MARC is now working to develop the Regional Transportation Plan 2050, RTP2050. The first completed initial steps in this process have been:

- Development of RTP2050 “road map”,
- Support towards MARC Board adoption of revised “regional vision statement” to guide future integrated planning work (including transportation and other issue areas),
- Identification of transportation needs through “Needs Assessment” process
- Adoption of Interim Policy Framework to guide future steps in development of RTP2050,
- Public Engagement efforts, including development of “story-telling” online platform, including:
  a. RTP2050 Chapter 1 - Overview
  b. RTP2050 Chapter 2 - Needs Assessment
- Completion of transportation model sensitivity testing/scenario analysis (slides 10-36), in which initial transportation “investment packages” and land use (population/employment) growth scenarios were tested for performance in various metrics.

The RTP must include financially constrained regionally significant projects. As a major next step towards completion of RTP2050, MARC will be deploying a process to develop this listing of projects. MARC staff will report on upcoming future steps at the Board meeting, which include:

November 2018: Issue notice of RTP project selection process to agencies which sponsored TO2040 projects. Projects included in current plan will be asked to be resubmitted with updated project information (scope, cost, funding mechanisms, etc.) for reconsideration.

December 2018 /January 2019: MARC staff will work with committees and stakeholders to reach consensus on appropriate solutions for regional needs.

- Develop initial MARC generated project list. Develop Project Costing process. Individually consult with system owner/sponsors regarding MARC generated project list prior to public release of list.
- Develop Project Scoring Criteria for “Call for Projects”.
- Present to Steering Workgroup/TTPC/Board to seek concurrence.

February: Launch “Request for comments/Call for Projects”.


Other ongoing upcoming steps in the RTP2050 development process will also include:
- Development of “Story Map Chapter 3” - Scenario Analysis report,
- Online engagement, focus groups & MARC committee outreach.
- For more information, please see: www.marc.org/2050

The Sustainable Places Policy Committee, Air Quality Forum, Regional Transit Coordinating Council, Highway, Bicycle Pedestrian Advisory, Aviation, Goods Movement, Technical Forecast Committees, and the Total Transportation Policy Committee have all participated in prior discussions to support this work.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
Martin Rivarola
Ron Achelpohl
ISSUE:
REPORT AND VOTE: Overview of Regional Solid Waste Management Strategies, and Approve the FY2019 Memorandum of Understanding with the MARC Solid Waste Management District

BACKGROUND:
The MARC Solid Waste Management District (SWMD) receives grant funds from the Missouri Department of Natural Resources (MDNR) to support waste reduction and recycling efforts for Cass, Clay, Jackson, Platte and Ray counties and cities within those counties. The SWMD conducts planning, administers grants to encourage waste reduction and recycling and promotes various initiatives to area residents, including the Regional Household Hazardous Waste Program 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, 2019. Staff will report on key accomplishments and goals of the SWMD as well as seek Board approval for continuing MARC’s services.

BUDGET CONSIDERATIONS:
The MARC Solid Waste Management District will oversee a total of $1,105,882 for its district grant activities in 2019, 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 $350,000 for 2019. The Memorandum of Understanding provides $707,464 in compensation to MARC for services provided to the district, using district new grant funds, carryover funds and interest income. The budget will support approximately 3.5 FTE MARC staff.

District Operations and Planning
MARC serves as the fiscal agent for the district’s grant, interest income funds, and HHW program funds. MARC will manage special projects as approved by the district’s executive board, such as updating the district’s solid waste management plan, to utilize these funds. 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 grant call. The district may conduct a second grant call in 2019 to encumber unused grant funds held by MDNR. MARC will serve as the fiscal administrator for the awarded grants.

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<thead>
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<th>FY19 Open Call Projects</th>
<th>Amount</th>
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<tr>
<td>Bridging The Gap</td>
<td>$85,995</td>
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<tr>
<td>Kansas City Rescue Mission</td>
<td>$107,982</td>
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<td>City of Lee’s Summit</td>
<td>$42,189</td>
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<tr>
<td>Ripple Glass</td>
<td>$18,000</td>
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</table>
### 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 $1.07 for communities joining the 2019 program. Based on anticipated participation of 31 communities for 2019, MARC will accept and administer approximately $350,000 on behalf of the district to compensate the cities of Kansas City (approx. $347,000) and Lee’s Summit (approx. $3,000) for HHW services rendered at the close of 2019.

#### COMMITTEE ACTION:

The district’s executive board approved the FY19 MARC SWMD Work Plan & Budget and Memorandum of Understanding at its meeting on October 17, 2018.

#### RECOMMENDATION:

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

#### STAFF CONTACT:

Lisa McDaniel  
Tom Jacobs
ISSUE:

BACKGROUND:
In early 2018, an effort was launched to recreate the agency’s traditional budget document in a new format, incorporating the annual work plan and engaging staff in an inclusive process to clearly articulate the connections between financial reports on revenues and expenses and the outcomes MARC is trying to achieve — the regional vision, strategic policy goals, and work programs. The approval by the Board of the updated Regional Vision Statement in May provided the perfect beginning for this discussion.

The goals set for the budget process and document were that, when completed, the budget document would not only illustrate the overall current and future financial health of the organization but would enhance our ability to:

- Engage in long- and short-term planning, including financial strategies
- Assess financial integrity
- Assess the effectiveness of activities and use of resources
- Measure progress toward goals
- Provide transparency
- Monitor expenditures according to plans

Over the past four months, much work has been done toward accomplishing these goals, as reflected in the proposed 2019 Budget, which can be viewed at: http://www.marc.org/About-MARC/General-Information/Board-of-Directors/Board-Meeting-Packets. Copies will be distributed at the meeting.

The Budget at a Glance pages provide high-level financial information. The Policy Goals and Work Plan pages show, by policy area, new and ongoing initiatives, and funding related to program areas. The Budget Highlights provides information about changes included in this proposed budget, and Funds section includes the more detailed financial elements. At the November Budget and Personnel Committee meeting, staff will review the budget document structure and discuss key information. At the December Budget and Personnel Committee meeting, staff will present the fund structure and more detailed financial information. The 2019 Work Plans will be presented at the December Board meeting.

Staff welcomes questions and suggestions as the proposed 2019 Budget (includes the 2018 Revised) is refined to bring to the December Board meeting for consideration of approval.

RECOMMENDATION:
None. Information only at this time.

STAFF CONTACT:
Carol Gonzales     Joanne Bussinger     Barbara Hensley
Katelyn Click     Becky Hall
ISSUE:
VOTE: Approve minutes of the October 23, 2018 Board meeting

BACKGROUND:
The minutes of the October 23, 2018 meeting are enclosed.

RECOMMENDATION:
Approve the minutes of the October 23, 2018 meeting.

STAFF CONTACT:
David Warm
Mary Laird
COMMITTEE MEMBERS PRESENT
Councilmember Carol Suter, Gladstone, Mo. - MARC Board Chair
Commissioner Rob Roberts, Miami County, Kan. - MARC Board 1st Vice Chair
Commissioner Jimmy Odom, Cass County, Mo. - MARC Board 2nd Vice Chair
Commissioner Harold Johnson, Unified Government of Wyandotte County/KCK - MARC Board Treasurer
Mayor Carson Ross, Blue Springs, Mo. - MARC Board Secretary
Councilmember Curt Skoog, Overland Park, Kan. - MARC Board Immediate Past Chair
County Executive Frank White, Jackson County, Mo.
Presiding Commissioner Gary Wilhite, Ray County, Mo.
Councilmember Lee Barnes, Kansas City, Mo.
Councilmember Jermaine Reed, Kansas City, Mo.
Mayor Holly Stark, Peculiar, Mo.
Commissioner Bob Holland, Leavenworth County, Kan.
Commissioner Doug Smith, Leavenworth County, Kan.
Commissioner Jim Walters, Unified Government of Wyandotte County/KCK
Councilmember Vernon Fields, Basehor, Kan.
Mayor Rick Walker, De Soto, Kan.
Mayor Mike Boehm, Lenexa, Kan.
Mayor John Ye, Westwood, Kan.
Mayor Paula Schwach, Westwood Hills, Kan.

OTHERS PRESENT
Mayor Dave Breuer, city of Basehor
Karen Dehais, Health Care Foundation of Greater Kansas City
Jon Gallion, city of Basehor Planning Commission
Geoff Jolley, formerly with Congressman Cleaver’s office
Shawn Rizza, city of Atchison, Kan.
Brenda Sharpe, REACH Healthcare Foundation

STAFF PRESENT
Executive Director David A. Warm and other MARC staff

INTRODUCTIONS AND BOARD SHARING TIME
Councilmember Carol Suter called the meeting to order at 12:15 p.m. Self-introductions were made and members shared items of interest from their jurisdictions. Mr. Jolley distributed an
invitation to the Board to participate in the Bells of Peace event commemorating the World War I Armistice Day remembrance. The date of the event is November 11, 2018 at 11:00 a.m. CST. More information about how local governments can participate can be found at www.ww1cc.org/bells.

HIGHLIGHTS OF THE 2019 ECONOMIC FORECAST
Frank Lenk, Director of Research Services, said that since 1991, MARC has annually prepared for the Greater Kansas City Chamber of Commerce a forecast of the performance of the Kansas City region’s economy over the next six to eight quarters. MARC issued its 2019 forecast earlier this month. The forecast describes the state of the national and local economies as well as projects the region’s growth in GDP and employment by industry through 2020. Highlights from the updated forecast include:

Nationally
- Business optimism increased following the election in 2016, and has since been fueled by expansionary fiscal policy. Both have combined to push the GDP growth to three percent this year and the unemployment rate at a nearly 50-year low. There are, however, still approximately 12 million underemployed people in the labor market.
- According to a recent survey of employers, more than half of the respondents said the lack of qualified workers was most often the number one problem facing their business. There are additional barriers that need to be removed, which might include skills or location mismatches, or simply pay expectations.
- Nominal wages grew at just over two percent between 2011 and 2015. In 2018, wages edged up to 2.8 percent during the past 12 months. Though wage increases are rising, consumer price increases are rising faster, eating away most of the improvements in worker pay. Applying the Consumer Price Index to adjust for inflation shows the rate of increase in the real wage declining since late 2014, so that by the second quarter of 2018, it was only growing one-half percent per year.
- The Federal Funds rate has increased three times each in 2017 and 2018, resulting in a rate two full percentage points above its historical low when it was held near zero for nearly six years.
- The median forecast of the Fed is that the U.S. GDP will grow 3.1 percent in 2018, slow to 2.5 percent in 2019 and two percent in 2020 as it heads toward a more sustainable long-term rate of 1.8 percent. No recession is anticipated within the forecast horizon, even at the lower end of the forecast range. If the economy follows this forecast, the current economic expansion will be the longest on record.

Kansas City Region
- Through August 2018, construction contracts throughout the region totaled $5.2 billion, with non-residential construction accounting for about half of that. Residential construction accounted for $1.9 billion, and infrastructure and utilities accounted for $0.8 billion. The value of construction contracts increased by almost 50 percent in 2018 as compared to 2017.
- About 76 million square feet of buildings are either under construction or proposed in the region. When existing plus proposed building construction is added together, about a third of the space is industrial, a third is multi-family and a third is office, retail and other.
- Beyond construction, other indicators of the region’s economic performance are disappointing. Its GDP growth of 1.2 percent in 2016-17 is about half the national metropolitan average of 2.1 percent. This rate of economic growth places the region 26th among its 31 peer metros.
- Additionally, the region’s employment growth seems to have ratcheted downward even as the nation’s held steady or began to increase. Greater Kansas City’s growth in total employment peaked between 2014 and 2015, when it added 26,000 jobs. Since then, its rate of growth has declined, to 20,000 in between 2015 and 2016 and about 17,000 between 2016 and 2017. Between the first quarters of 2017 and 2018, the region added only 11,000 jobs. The unemployment rate in the Kansas City metro was 3.6 percent, compared to 3.9 percent for the U.S. By September, the U.S. rate had also dropped to 3.6 percent.

- For the year ending 2018, the region’s employment growth was concentrated in three sectors: health care, professional and technical services and transportation and warehousing, with each adding approximately 3,000 jobs. Educational services rebounds to add 1,600 jobs while the administrative and support, accommodations and food, and construction sectors all add over 1,000 jobs. Information is expected to lose another 300 jobs during this period. In 2019, the KCI Airport Terminal project begins to have an impact on the regional economy. As a result, construction employment is expected to increase by 4,000 jobs.

- As a result, the KC economy is expected to outperform the nation’s over the next two years after underperforming it in 2017 and staying even in 2018. These rates of growth translate in the region by adding 17,300 jobs in 2018 and 21,700 jobs in 2019 before falling back to 16,600 jobs in 2020.

- Given the likelihood of persistent labor supply needs, the region that best solves its workforce issues will have a significant competitive advantage over its peer metros. KC Rising is an initiative to focus business, civic and education leadership on the drivers of regional economic progress. Several initiatives have begun to align the talent produced by educators and communities with the needs of business. As these are implemented, greater ease of developing, attracting and retaining the workforce needed for economic success should provide KC businesses a more permanent competitive advantage.

RELEASE OF THE 2017 AMERICAN COMMUNITY SURVEY “1-YEAR DATA AND ONLINE PORTAL”
Mr. Lenk reported that each year, the Census Bureau releases two major sets of information concerning local communities using data from the American Community Survey. The ACS surveys about three percent of U.S. households each year. The survey substitutes for what used to be called the “long form” of the decennial Census. In September, they released data for communities of 20,000 people or more based on surveys taken between January and December the prior year, also known as 1-year data. In December, they release data for all communities and for geographic areas as small as a census block group based on surveys taken the previous five years (and creatively called 5-year data).

The ACS is one of many data sets used by MARC to better understand community conditions and trends as part of its planning responsibilities. The creation of the on-line tool is an outcome of MARC’s efforts to increase its technical capacities and improve public access to the information it collects. The 1-year data for the counties in the MARC region and cities of 20,000 or more was released last month. That information is now downloaded on the MARC website. Mr. Lenk demonstrated ways that local jurisdictions can easily view and export their community’s demographics from the online data.

REGIONAL EFFORTS TO SUPPORT AN ACCURATE 2020 DECENNIAL CENSUS
Marlene Nagel reported that this report will include an overview of the upcoming 2020 decennial census – the work involved, the importance of a complete count, and actions that MARC, local governments and others in our community could take.
Every 10 years, the U.S. Census Bureau conducts a census of all persons and households. The defined purpose of the decennial census by the U.S. Constitution is to apportion representation in Congress and direct taxes among states. The decennial census has been carried out every decade since 1790, and is now administered by the U.S. Census Bureau under the U.S. Department of Commerce and Labor. MARC has a role in working with local governments to ensure a quality census and the presentation of the resulting data in ways that support planning and investment decisions. Among these roles, MARC supports:

**Local Update of Census Addresses (LUCA):** Local governments are provided an opportunity to review and comment on residential address lists to ensure the accuracy and completeness of the lists for purposes of conducting the Census. The work to review the lists has been completed, and feedback from the Census Bureau will be provided by August 2019.

**Census Participant Statistical Areas Program (PSAP):** Local organizations are given the opportunity to review and comment on the boundaries of census tracts, census block groups and other defined census geography. Information was distributed to local governments earlier this year, and criteria for defining these geographies was to be made available this fall. The local governments will have 120 days (January 1, 2019 through April 30, 2019) to submit changes to the geographies used in the 2010 decennial census.

**Complete Count Promotion:** Gathering a complete and accurate count for the 2020 Census has wide ranging long term impacts. Census-derived data is the basis for equal political representation under the Constitution, which directly controls the number of representatives in Congress. Policymakers use census data to identify community needs and to distribute federal program dollars to states and localities based on population numbers or other community characteristics that the census and related American Community Survey measure. Businesses and industry decide where to locate new plants and services based on census data, creating new jobs and promoting economic growth. A complete count not only helps ensure fair and accurate congressional, state, and local redistricting but determines whether communities receive funding for local infrastructure and social service that reflect true population levels.

**Challenges for Census 2020:** Traditionally, every household receives a census form by mail and is asked to provide information about all members of that household. For residents who do not fill out and submit the census form, census workers or “enumerators” are hired to visit the home and ask for the information directly. When there are a large number of households that do not fill out and submit the census form themselves, the area is considered “Hard To Count (HTC).” Decades of research have shown that the decennial census is very accurate, but (like population censuses in other countries), it is subject to both undercount and overcount errors that differ by age, sex, and race. The 2010 Census was no exception. Despite the best efforts and careful planning of Census Bureau staff, the direct, physical enumeration of the U.S. population is imperfect.

Part of the challenge in counting the population accurately is that some people are harder to count than others. People who lack a permanent address are less likely to complete a census form than people who have a permanent address. Similarly, language barriers, distrust of government, and frequent moves tend to make certain groups harder to count. On the other side of the spectrum, some people may be counted more than once. For example, those who own more than one home may submit a census form for each address, and children away at college may be counted at both their college and parental home.
In 2010, the Census Bureau estimated that their total over count was fairly small (about 36,000 people, or 0.1 percent of the population), but that over/under-counts varied by age, race, and other characteristics. For example, the net undercount for blacks is estimated to have been 2.1 percent and for Latinos it was 1.5 percent. [3] Both the 2000 and 2010 census tended to undercount renters and over count homeowners. Young children tend to be undercounted, while older adults tend to be over counted.

In every decennial census from 1940 to 2000, two questionnaires were used to collect information: a “short form” with only basic questions such as age, sex, race, and Hispanic origin; and a “long form” that included about 50 additional questions on socioeconomic and housing characteristics. Only a subset of households received the long-form questionnaire—about one in every six in 2000. However, the 2020 Census—like that of 2010—will be a short form-only census. This is because the decennial long form has been replaced by the American Community Survey (ACS). The ACS is a nationwide, continuous survey designed to provide reliable and timely demographic, housing, social, and economic data every year. The ACS replaced the long form beginning in 2010 by collecting long form-type information throughout the decade rather than only once every 10 years.

For the first time in history, the Census Bureau will ask households to fill out 2020 Census information both by mail and online in an attempt to reduce outreach costs. The Bureau’s goal is to have 55 percent of responses be submitted online for 2020, despite indications that the Census Bureau is significantly underestimating the number households who do not have internet access necessary to complete the form—a phenomenon commonly referred to as the digital divide.

According to a 2016 study by the Federal Communications Commission, about 12.6 million American households do not have access to broadband. Overreliance on collecting Census information online means that a large proportion of people may be missed. The administration has proposed adding a citizenship question to the Census. National groups have raised concerns that the question could impact the count of immigrants and undocumented residents.

Additionally, there is a need for adequate federal funding for the Census Bureau to ensure the fairness and accuracy of the 2020 Census. In 2013, Congress established that funding for the 2020 Census should not exceed the amount spent on the 2010 Census. In addition, the administration’s funding requests for the past two fiscal years were below the budget needed to ensure that new technologies and procedures to support internet response options are in place and properly tested. The underfunding of key preparations has a potential to result in a crisis of underperformance, particularly in at-risk communities.

Steps for MARC and Local Governments to Ensure a Complete Count: There are several important steps that MARC and local governments in the Kansas City region could take to support a complete count in April 2020. These include:

1) Continue to review the lists of residential addresses, particularly as new subdivisions, homes and apartments are constructed in the region to ensure that all households receive a census form
2) Participate in the Census PSAP program so that the data resulting from the 2020 Census is useful for planning and decision-making by public and private sector interests.
3) Attend and promote others to attend a November 2 event sponsored by the health care foundations, MARC and others to discuss steps to promote the Census, identify and carry out steps to help build trust for the Census as an
Brenda Sharpe, President and CEO of the REACH Healthcare Foundation (RHF), and Karen Dehais, Evaluation and Learning Officer with the Health Care Foundation of Greater Kansas City (HCF), were present to help emphasize the importance of securing accurate Census data. Ms. Sharpe indicated that the data steers approximately $4.48 billion annually in federal funding to Kansas, and $11.6 billion to Missouri, which guides private foundation strategies, investments, and evaluations. Hard to count communities, which are most likely young children and people of color, have been undercounted for decades, disadvantaging their families, communities, and neighborhoods. Ms. Dehais gave further statistics about hard to count census tracts in the region based on the 2010 Census. For the 2020 Census, it is hoped that 55 percent of the surveys will be submitted digitally. Potential barriers in digital census responses include:

- 22% of rural households are not online; 12% of urban household are not online
- 41% of people over 65 and 16% of 50-64 year olds are not online; 1% of 18-49 year olds and 4% of 30-49 year olds are not online
- 23% of those earning $30,000 or less are not online; 3% of those earning $75,000 or more are not online
- 34% of those with less than a high school diploma are not online; 3% of people with college degrees are not online
- 51% of people with limited English proficiency do not use the Internet

Ms. Sharpe noted that the Health Care Foundation and REACH Foundation are currently collaborating with other area philanthropic organizations to plan for the 2020 Census. It is expected that a pooled fund will be created to invite community groups, local governments and others to develop strategies to reach the hard to count communities in order to be counted. Mr. Warm expressed his sincere thanks to the HCF and RHF for their extraordinary leadership and partnership with MARC and the regional community on this important issue.

ENDORSE REGIONAL FRAMEWORKS FOR AUTONOMOUS VEHICLES (AV) AND UNMANNED AIRCRAFT SYSTEMS (UAS)

Jim Hubbell, Principal Planner, reported that emerging transportation technologies such as autonomous and connected vehicles are receiving a great deal of attention as public agencies and officials grapple with how to plan for their evolution and adoption. However, there’s another transportation technology that has “taken off” tremendously in the last few years: drones. Also referred to as unmanned aerial systems (UAS), these remotely piloted aircraft are experiencing incredible growth both in terms of units sold and the uses to which they can be put. Governments, businesses, and private individuals alike are all getting into the game. In June 2017, MARC launched a regional effort to examine AV/UAS issues and create a policy framework that will help the region position itself to maximize opportunities and minimize negative impacts of these new and potentially disruptive transportation technologies.

During the months of May, June and July 2018, MARC staff also worked with a UAS Leadership Team comprising a broad cross-section of regional stakeholders to develop a strategic approach to implementing UAS technologies within the Greater Kansas City region. Over the course of three engagements, the Leadership Team collaboratively built out an UAS Strategic Framework, which includes a vision, values and principles, and action steps for implementation. The Framework is primarily focused on activities to be undertaken within the public sector to ensure safe and successful UAS implementation. The action steps include:
Convening regional UAS Stakeholders
Enabling public agency implementation of UAS technologies
Collecting, compiling and sharing data and examples
Establishing clear standards, definitions and policies
Educating and training public agencies

Amanda Graor, Principal Planner, said that MARC formed an AV Task Force in 2017 and convened a broad group of stakeholders, including seven work groups that each focused on a key policy area outlined in the whitepaper, which can be found here: http://marc.org/Transportation/Plans-Studies/pdfs/Driving-Change-AV-White-Paper.aspx. MARC encourages state policies that enable and encourage autonomous and connected vehicles to be deployed in a safe, efficient and effective manner that promotes local innovation, decision-making and public-private partnerships. Initial action steps recommended by the AV Task Force include:

- Identify ongoing opportunities to provide AV information, education and training to a wide range of stakeholders in the region
- Research, develop and build regional consensus on land-use policies related to AV implementation
- Develop pricing strategies to address shifts in revenue sources
- Develop agreements for sharing and storing data
- Ensure equitable access to the opportunities provided by AV technology

Ms. Graor noted that the common theme that came out of both the AV and UAS processes was the need for education and awareness of stakeholders, workforce, elected officials, and other users. Summaries of both regional frameworks were included in the packet.

MOTION: Councilmember Skoog moved to endorse the AV and UAS regional frameworks as presented. It was seconded by Mayor Ye and carried.

2018 AIR QUALITY WRAP UP
Ms. Graor reported that the 2018 Ozone Season will end on October 31. Based on preliminary monitor values, the Kansas City region’s 3-year average ground-level ozone concentration is 70 parts per billion (ppb). The 2015 National Ambient Air Quality Standard (NAAQS) for ozone pollution is 70ppb, meaning the region is very close to not meeting the national health-based standard at this time. The current 3-year average is 70ppb at Rocky Creek, 69ppb at Liberty and Watkins Mill, and 68 at Trimble. It only takes one monitor to exceed the standard in the Kansas City region to be designated as a nonattainment area.

The U.S. Environmental Protection Agency (U.S. EPA) and the National Highway Traffic Safety Administration (NHTSA) have published a national proposed rulemaking halting increases to fuel economy standards past Model Year 2021 currently in place. National regulations such as fuel economy standards help the Kansas City region remain in compliance with the ozone NAAQS and reduce regulatory burden on all types of sources in the region as a result. With the anticipation of additional vehicles on the road and increased fuel consumption as outlined in this proposed rule, it would be more difficult for the Kansas City region to continue to meet the ozone NAAQS in the future. The Air Quality Forum has drafted a comment letter in response to the proposed rulemaking by the U.S. EPA and NHTSA to be submitted before the deadline on October 26.

There are also discussions taking place regarding E15 (or 15 percent ethanol) blends, which are currently federally allowed with proper labeling. Ethanol is not allowed during the summer months
in Kansas City due to air quality concerns. However, there are state-level efforts to remove E15 restrictions to be available year-around. The issue will continue to be monitored.

APPROVAL OF THE 2019 STATE LEGISLATIVE AGENDAS
Each year, the MARC Board adopts a state legislative platform, after receiving input from committees and organizations. The platform is communicated to area local governments and organizations to coordinate positions of importance to the region, and as appropriate positions are communicated to the area state legislators. The policy positions adopted by the MARC Board are useful to enable timely input if an issue advances during the legislative sessions. Policy positions adopted by the MARC Board are intended to convey the preponderance of views among the region's local governments and other MARC partners and do not necessarily convey support by each entity for each position.

Mrs. Nagel said that the following draft issues include both issues from 2018 and new ones identified by MARC committees and MARC staff. The priority issues for focus in 2019 include:

Missouri
- Local government home rule authority
- Support local governance regarding AV Technology
- Early Education
- Revise 911 Funding
- Time Critical Diagnosis (TCD)

Kansas
- Local government home rule authority
- Transportation funding
- Support local governance regarding AV Technology
- Early Education

The revised state legislative agendas were distributed to the Board.

MOTION: Councilmember Reed moved to approve the 2019 MARC State Legislative agendas for Missouri and Kansas as presented. It was seconded by Councilmember Skoog and carried.

BRIEFING ON RECENT MARC STAFF CHANGES
Mr. Warm said that MARC recently distributed an announcement to various stakeholders to communicate recent staff changes aimed at advancing the agency’s efforts to ensure it is serving the evolving needs and expectations of local governments and community partners. The announcement was included in the meeting packet. He introduced each of the newest MARC employees and described the nature of their duties:

**Amanda Graor** has been promoted to Chief Innovation Officer. Amanda most recently worked as principal planner and air quality manager in the transportation and environment department. As part of her new duties, she will continue to lead MARC’s work to develop and implement a regional autonomous vehicle framework.

**Karen Clawson** will take on the role of principal planner for air quality and rideshare. Karen has focused on public transportation planning for much of her time at MARC, and has led work on transportation outreach and public engagement.
Lauren Palmer is director of the local government services program, replacing Georgia Nesselrode, who retired in June. With 14 years of experience in city management — most recently as assistant city manager in Independence — Lauren brings a deep understanding of local government needs to her new role.

Angie Laurie is the local government shared services manager. Since joining MARC, Angie has worked with city managers and IT directors to develop a regional cybersecurity framework.

APPROVE CONSENT AGENDA

Councilmember Suter asked that Item 6-i be removed from the Consent Agenda and voted upon separately. Councilmember Skoog moved for approval of the Consent Agenda without Item 6-i, and Mayor Ye seconded. The motion passed. The action included the following:

a. Approve minutes of the September 25, 2018 Board meeting
b. Approve the purchase of office furniture for expanded office space for the Head Start staff
c. Approve an agreement with Management Information Technology USA, for annual renewal of the Childplus.net data base contract for Head Start
d. Approve agreement with Carol Dietzschold to provide health consulting services for Head Start and Early Head Start programs
e. Approve agreement with Jewish Vocational Services for on-site interpretive services for Head Start and Early Head Start programs
f. Authorize contract with the Kansas City Public Schools Parents as Teachers Program for technical assistance to Educare Program early learning providers
g. Authorize contract with The Family Conservancy to provide training and technical assistance to Educare Program early learning providers
h. Approve changes to the MARC Roadway Functional Classification System
j. Authorize contract with the city of Kansas City, Mo. Water Services Department to advance Brush Creek watershed planning
k. Authorize renewal of the contract with Rita Parker for cooperative purchasing coordination services in 2019
l. Authorize submission of an EDA grant application to support a Talent-to-Industry Exchange project focusing on Construction and Skilled Trades
m. Authorize applications to the Missouri Housing Development Commission to support Homelessness Coordination Services
n. Approve renewal of 911 software support for multiple PSAPs
o. Authorize application to the Health Care Foundation of Greater Kansas City for Community Health Worker project and amend subcontractor agreements

AGENDA ITEM 6-i

APPROVE THE 2018 4TH QUARTER AMENDMENT TO THE 2018-22 TRANSPORTATION IMPROVEMENT PROGRAM

The Transportation Improvement Program (TIP) is the region’s short-range program, identifying projects to receive federal funds and projects of regional significance to be implemented over the next three to five year period. MARC amends the TIP on a quarterly cycle to accommodate changes to projects in the TIP.

The proposed 2018 4th Quarter Amendment to the 2018-22 TIP includes 77 projects:

- 64 new projects to be added, including, but not limited to:
• Kansas and Missouri projects recommended for 2021-22 Surface Transportation Program (STP) funding
• Kansas and Missouri projects recommended for 2021-22 Congestion Mitigation/Air Quality Program (CMAQ) funding
• Kansas and Missouri projects recommended for 2021-22 Transportation Alternatives Program (TAP) funding
• FTA Section 5310 funding recommendations
• 13 modified projects
  • Scope
  • Schedule
  • Budget

Details of these projects are available for review on the Internet at: http://www.marc.org/Transportation/Plans-Studies/Transportation-Plans-and-Studies/TIP/TIP-Amendment-Archive/Archive-assets/18Q4amend.aspx. MARC’s Public Involvement Plan requires that proposed amendments to the TIP be released for public review and comment prior to adoption. No comments from the public were received.

Funding recommendations were developed by the Active Transportation Programming Committee, Air Quality Forum, Kansas and Missouri STP Priorities Committees, Mobility Advisory Committee and the Regional Transit Coordinating Council. Additional input for the programming process was provided by the Bicycle/Pedestrian Advisory Committee, Destination Safe Leadership Team, Goods Movement Committee, Highway Committee, Regional Transit Coordinating Council, and the Sustainable Places Policy Committee.

The Air Quality Forum, TTPC and the MARC Board of Directors reviewed the proposed funding recommendations for the Surface Transportation, Congestion Mitigation/Air Quality and Transportation Alternatives programs at their August meetings. TTPC approved the proposed TIP amendment at their October 16, 2018 meeting.

MOTION: Commissioner Johnson moved to approve the 2018 4th Quarter Amendment to the FFY 2018-2022 TIP. It was seconded by Mayor Boehm and carried.

EXECUTIVE DIRECTOR’S REPORT
Mr. Warm noted the following items:

Older adults who receive home-delivered meals in the Missouri region through MARC’s Area Agency on Aging will likely not receive normally scheduled deliveries due to a fire at the Interstate Underground Warehouse facility over the weekend. Valley Services, the contractor that supplies home-delivered meals to approximately 500 clients each day, stores frozen meals in the underground caves. It is not clear yet whether the food in storage was damaged, but the Fire Marshal has restricted access to the caves while their structural integrity is evaluated following the fire. Our vendor has implemented its emergency plan and will resume service as quickly as possible.

The next meeting of the MARC Board of Directors is Tuesday, November 27, 2018 at noon.

OTHER BUSINESS
No other business was brought before the Board.
ADJOURNMENT
The meeting was adjourned at 1:29 p.m.

MEETING SUMMARY APPROVED:

Carol J. Suter, Chair

Date
ISSUE:
VOTE: Authorize a Lease Amendment with Price Brothers Development Company, and execute a sublease with the Institute for Building Technology and Safety (IBTS)

BACKGROUND:
Price Brothers Development Company purchased the 600 Broadway (Rivergate) Building in 2016 and took over the lease with MARC. MARC was ten years in to a 20-year lease at that time. MARC currently leases two training rooms on the first floor, the conference center and offices on the second floor, and the entire third floor.

In 2014, MARC entered into a sublease with Institute for Building Technology and Safety (IBTS) for six work stations on the third floor. IBTS is a national, nonprofit organization focused on serving communities. They provide a regional approach to building inspection and planning services for local governments on a contract basis. IBTS continues to be a strategic partner to MARC, especially as we work to expand our shared services program.

Due to expansion, several MARC programs require additional office space. Because these operations are currently adjacent to the space leased by IBTS, it will be most efficient to relocate IBTS. A separate office area is available on the first floor of the Rivergate Building and Price Brothers has extended MARC’s current lease for that additional 1,613 sq. ft. space (Suite 101). IBTS has agreed to relocate their offices to that area. MARC plans to utilize a technology closet in the space. Leasing this space now also provides MARC a low risk opportunity for expansion in the future if needed. A new sublease agreement has been drafted and is currently under review. It is expected that IBTS will begin using the space in January.

BUDGET CONSIDERATIONS:
MARC currently pays $836,059 annually ($17.19 psf), which will increase to $863,786 with this lease amendment. Lease costs are allocated based on use of space, and charged directly to program grants. This change has been incorporated into the Proposed 2019 Budget.

IBTS has agreed to pay $1,900 a month for a section of six workstations and incoming telephone services. This is a 5% increase from their current sublease. IBTS will be responsible for their own Internet access, computer equipment and other general office support services. On occasion, the IBTS will use MARC meeting rooms. IBTS has indicated a commitment for the six workstations for at least one year.

RECOMMENDATION:
Authorize the executive director to sign a Lease Amendment with Price Brothers to include an additional 1,613 square feet at $2,320 per month, and to execute a sublease with the Institute for Building Technology and Safety (IBTS) for monthly lease payments of $1,900 for at least a year, then on a month to month basis.

STAFF CONTACT:
Carol Gonzales
ISSUE:
VOTE: Authorize contract with the Kansas Eastern Region Insurance Trust (KERIT) for financial services for 2019 and 2020

BACKGROUND:
The Kansas Eastern Region Insurance Trust (KERIT) was formed on November 1, 1986 as a self-insurance program to cover workers’ compensation claims for its members. Members of KERIT, located primarily in eastern Kansas, include fifteen cities, two counties and one park and recreation district. Since KERIT’s inception, MARC has provided financial and administrative services to the Trust through the Finance and Administration Department. With the retirement of Dorothy Pope, MARC was reluctant to continue supporting the administrative services of the Trust as there are available professionals with expertise in managing insurance trusts.

KERIT requested proposals for third-party administration services and at their December Board meeting, they plan to recommend selection of a firm to take on the administration of the Trust. The KERIT Board desires that MARC continue to provide financial and accounting services, and MARC has the expertise and capacity to manage this work. The KERIT Board approved a two-year agreement with MARC that included the revised scope of services at their October meeting.

BUDGET CONSIDERATIONS:
The estimated actual costs for the Scope of Services set out in the Agreement for 2019 and 2020 are $38,640 and $39,799 respectively. MARC will be compensated based upon actual hours of services provided up to but not exceeding these annual amounts.

RECOMMENDATION:
Authorize the executive director to enter into a contract to provide financial and accounting services to the Kansas Eastern Region Insurance Trust in 2019 and 2020 for annual fees of $38,640 and $39,799, respectively.

STAFF CONTACT:
Carol Gonzales
Joanne Bussinger
ISSUE:
Vote: Approve actions taken at the September 2018 Head Start Advisory Committee meeting

BACKGROUND:
The Head Start Advisory Committee reviewed the following action items at its September 11, 2018 meeting. They include:

- Policy Council By-laws, Composition, and Term Limits
- Head Start Continuation Application
- Minutes from the August 2018 Advisory Committee meeting
- Monthly Attendance, enrollment, and childcare subsidy reports

These items are more fully described in the Committee minutes, which are enclosed.

COMMITTEE ACTION:
The Head Start Advisory Committee considered this at its November meeting and recommended Board approval.

RECOMMENDATION:
Approve actions taken at the September 11, 2018 Head Start Advisory Committee meeting.

STAFF CONTACT:
Jovanna Rohs
Liz Smith
Mid-America Head Start Advisory Committee Meeting  
November 13, 2018  
11:30 am to 1pm

Agenda

I. 11:30 p.m.- Meeting Called to Order  
   Rebecca Curtis

II. Establish Quorum  
   Rebecca Curtis

III. Introductions of new Policy Council Representatives  
   Rebecca Curtis

IV. Information/Training  
   Schedule of 2018-2019 Meetings  
   Jovanna Rohs  
   EHS Expansion Funding Opportunity  
   Early Learning Updates

V. Action Items  
   - September 2018 Advisory Committee Meeting Minutes  
     Liz Smith  
   - Enrollment update, eligibility training  
     and selection criteria approval  
     Kasey Lawson  
   - YMCA proposal for additional funds  
     Liz Smith

VI. Unfinished and New Business  
    Liz Smith

VII. Adjournment  
    Rebecca Curtis

Next Meeting Date: January 15, 2018
<table>
<thead>
<tr>
<th>Committee</th>
<th>Policy Council</th>
<th>Advisory Committee</th>
<th>New Member Training</th>
<th>Advisory Committee</th>
<th>Policy Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Abuse and Neglect Prevention Training</td>
<td>Annual Report and Audit</td>
<td>Report Training (Fiscal &amp; Enrollment)</td>
<td>Approval of Recommended Community Representatives and Legacy Parents</td>
<td>Orientation for new members</td>
<td>Program Information and Planning Updates</td>
</tr>
<tr>
<td>Program Information and Planning Updates</td>
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<td>Program Information and Planning Updates</td>
<td>Program Information and Planning Updates</td>
<td>Program Information and Planning Updates</td>
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</table>

**January 2019**

<table>
<thead>
<tr>
<th><strong>November 2018</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>September 2018</strong></td>
</tr>
</tbody>
</table>

**MARC's Head Start Governance Committees - Planning for 2018-2019**

All meetings occur from 5:30-7:30 PM unless otherwise noted.
<table>
<thead>
<tr>
<th>Month</th>
<th>Committee</th>
<th>Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2019</td>
<td>Policy Council</td>
<td>Community Assessment and Self-Assessment Process Overview</td>
<td>3/11/2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Community Assessment and Self-Assessment Process Overview</td>
<td>3/11/2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td>EHS Expansion and State EHS Grant and Budget Approval</td>
<td>5/13/2019</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Federal HS and EHS Grant and Budget Approval</td>
<td>6/10/2019</td>
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<tr>
<td></td>
<td></td>
<td>Federal HS and EHS Grant and Budget Approval</td>
<td>6/11/2019</td>
</tr>
<tr>
<td>September 2019</td>
<td>Policy Council</td>
<td>Federal HS and EHS Grant and Budget Approval</td>
<td>6/10/2019</td>
</tr>
</tbody>
</table>
Three Grant Notices are included here. Grants are announced for Early Head Start, American Indian and Alaska Native Early Head Start, and Migrant and Seasonal Early Head Start Expansions and Early Head Start-Child Care Partnerships.

Title: Early Head Start Expansion and Early Head Start-Child Care Partnership Grants

Category: Grants Notice


Issue Date Month/Year: 10/2018


Summary: The Administration for Children and Families (ACF) announces the availability of approximately $140 million to be competitively awarded for the purpose of expanding access to high-quality, comprehensive services to low-income infants and toddlers and their families through Early Head Start-Child Care (EHSS-CC) Partnerships, or through the expansion of Early Head Start services. ACF will solicit applications from public entities, including states, or private nonprofit organizations, including community-based or faith-based organizations, or for-profit agencies that meet eligibility for applying as stated in section 645A of the Head Start Act. Interested applicants may email EHS.CCPartnerships@acf.hhs.gov for additional information. OHS encourages interested applicants to visit https://www.acf.hhs.gov/grants/howto#chapter-4. This webpage provides information on applying for grants, registering and applying through Grants.gov, submitting an application, and understanding the grant review process.

Eligible Applicants:

- Public and State controlled institutions of higher education
- For profit organizations other than small businesses
- Public housing authorities/Indian housing authorities
- County governments
- Native American tribal governments (Federally recognized)
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- City or township governments
- Independent school districts
- Small businesses
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

Eligible applicants are any public or private nonprofit agencies, including community-based and faith-based organizations, or for-profit agencies pursuant to Section 645A(d) of the Head Start Act, 42 U.S.C. § 9840A(d). Eligibility is limited to public or private non-profit organizations, including faith-based organizations or for-profit organizations that can provide Early Head Start services to children and families. Entities operating Head Start programs are eligible to operate Early Head Start programs. Faith-based and community organizations that meet the eligibility requirements are eligible to receive awards under this funding opportunity announcement. Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from competitive review and from funding under this announcement.

Action Date: Current Closing Date for Applications: Nov. 30, 2018
Contacts:

Program Office Contact

Shawna Pinckney
Administration for Children and Families
Office of Head Start
330 C Street, SW
Washington, DC 20201
Phone: (888) 242-0684
Email: OHSTech@reviewops.org

Office of Grants Management Contact

Jeff Newton
Administration for Children and Families
1961 Stout Street
Office 08-148
Denver, CO 80294
Phone: (303) 844-1149
Email: jeff.newton@acf.hhs.gov


Title: American Indian and Alaska Native Early Head Start Expansion and Early Head Start-Child Care Partnership Grants

Category: Grants Notice


Issue Date Month/Year: 10/2018


Summary: The Administration for Children and Families (ACF) announces the availability of approximately $4.1 million to be competitively awarded for the purpose of expanding access to high-quality, comprehensive services to low-income American Indian/Alaska Native (AIAN) infants and toddlers and their families through Early Head Start-Child Care (EHS-CC) Partnerships, or through the expansion of Early Head Start services. ACF will solicit applications from public entities, including states, or private nonprofit organizations, including community-based or faith-based organizations, or for-profit agencies that meet eligibility for applying as stated in section 645A of the Head Start Act. OHS encourages interested applicants to visit https://www.acf.hhs.gov/grants/howto#chapter-4. This webpage provides information on applying for grants, registering and applying through Grants.gov, submitting an application, and understanding the grant review process.

Eligible Applicants:

- Public and State controlled institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- City or township governments
- Native American tribal governments (Federally recognized)
- Independent school districts
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Small businesses
- Public housing authorities/Indian housing authorities
- Native American tribal organizations (other than Federally recognized tribal governments)
- For profit organizations other than small businesses
County governments

Eligible applicants are any public or private nonprofit agencies, including community-based and faith-based organizations, or for-profit agencies pursuant to Section 645A(d) of the Head Start Act, 42 U.S.C. § 9840A(d). Eligible applicants are also subject to section 641(e) of the Head Start Act, 42 U.S.C. § 9836, Prohibition Against Non-Indian Head Start Agency Receiving a Grant for an Indian Head Start program. Eligibility is limited to public or private nonprofit organizations, including faith-based organizations or for-profit organizations that can provide Early Head Start services to children and families. Entities operating Head Start programs are eligible to operate Early Head Start programs. Faith-based and community organizations that meet the eligibility requirements are eligible to receive awards under this funding opportunity announcement. Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from competitive review and from funding under this announcement.

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Administration for Children and Families
Office of Head Start
330 C Street, SW
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Phone: (888) 242-0684
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Jeff Newton
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1961 Stout Street
Office 08-148
Denver, CO 80294
Phone: (303) 844-1149
Email: jeff.newton@acf.hhs.gov


Title: Migrant and Seasonal Early Head Start Expansion and Early Head Start-Child Care Partnership Grants

Category: Grants Notice


Issue Date Month/Year: 10/2018


Summary: The Administration for Children and Families (ACF) announces the availability of approximately $6.1 million to be competitively awarded for the purpose of expanding access to high-quality, comprehensive services to low-income, migrant and seasonal infants and toddlers and their families through Early Head Start-Child Care (EHS-CC) Partnerships, or through the expansion of Early Head Start services. ACF will solicit applications from public entities, including states, or private nonprofit organizations, including community-based or faith-based organizations, or for-profit agencies that meet eligibility for applying as stated in section 645A of the Head Start Act. Interested applicants may email EHS.CCPartnerships@acf.hhs.gov for additional information. OHS encourages interested applicants to visit https://www.acf.hhs.gov/grants/howto#chapter-4. This webpage provides information on applying for grants, registering and applying through Grants.gov, submitting an application, and understanding the grant review process.
Eligible Applicants:

- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- City or township governments
- Independent school districts
- Native American tribal governments (Federally recognized)
- County governments
- Public housing authorities/Indian housing authorities
- Public and State controlled institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Small businesses
- For profit organizations other than small businesses

Eligible applicants are any public or private nonprofit agencies, including community-based and faith-based organizations, or for-profit agencies pursuant to Section 645A(d) of the Head Start Act, 42 U.S.C. § 9840A(d). Eligibility is limited to public or private nonprofit organizations, including faith-based organizations or for-profit organizations that can provide Early Head Start services to children and families. Entities operating Head Start programs are eligible to operate Early Head Start programs. Faith-based and community organizations that meet the eligibility requirements are eligible to receive awards under this funding opportunity announcement. Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from competitive review and from funding under this announcement.

Action Date: Current Closing Date for Applications: Nov. 30, 2018

Contacts:

Program Office Contact

Shawna Pinckney
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Office of Grants Management Contact

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Denver, CO 80294
Phone: (303) 844-1149
Email: jeff.newton@acf.hhs.gov

MAHS Advisory Committee Meeting Minutes  
September 11, 2018  
11:30 a.m. to 1 p.m.

In Attendance  
Susan Knittle  
Kathy Fuger  
Councilman Lee Barnes, Jr.  
LaTrisha Gaston  
Molly Merrigan  
Rebecca Curtis

Grantee/Delegate Staff /Guest  
Patty Lucas  
Liz Smith  
Carol Bolz  
Traci Garcia Castells  
Jovanna Rohs  
Pam Kabrick  
Patty Lucas  
Lynette Fowler  
Alyssa Hawk  
Mitchell Walker  

Absent  
Alex Ellison  
Carlos Salazar

Rebecca Curtis, Chair, called the meeting to order at 11:35 a.m. A quorum was established.

Information Sharing

- Family Outcomes-Lynette Fowler reported the outcomes from the Family Needs Assessment. The assessment focused on family well-being, which consist of money matters, housing, food, health, and transportation. For each data set, there was an increase of percentage from Fall 2017-2018. Lynette commented for the new structure, the Family Community Engagement program will look at the Positive & Goal Orientated Framework. The framework will tie in with the Child Outcomes. The framework includes Program Foundations, Program Impact Areas, Family Outcomes, and Child Outcomes.

- PIR-Sandra Reece and Pam Kabrick reported on Program Information Report. The report is required by the Office of Head Start. The report focuses on EHS and HS health data for well-child exams for EHS, physicals for HS, dental exams for HS & dental check for EHS, and immunizations. Pam reported that for each data set, there was an increase of information reported.

- Child Outcomes- Carol Bolz reported on outcomes from the DRDP. The results focus on Approaches to Learning/Self-Regulation, Social and
Emotional Development, Language and Literacy Development, Cognitive-Including Mathematics and Science, and Physical Development-Health. Carol Bolz informed committee members that for each sub-set there was a percentage increase from Fall to Spring.

- **Head Start Program Instruction 18-05: Funds to Increase Hours**- Liz informed committee members that the OHS released a funding increase application for Head Start programs that need funding to support extended day classes. Liz reported that because MAHS already has more than 45% of classrooms at extended hours, MAHS is not eligible to apply for these funds.

**Action Items**

**Approval of Revised By-Laws and Policy Council Composition**

Liz reported that policy council approved the proposed revisions to the 2018 policy council by-laws. The revised language focuses on the composition of the policy council and the schedule for regular meetings. The policy council composition has been revised to include 1 representative and 1 alternate from each of the 18 direct service provider agencies. Meeting dates have been reduced to five times per year, alternating every other month beginning in September with a break from June-August. The purpose of the change in meeting schedule is to reduce multiple monthly meetings for policy council members and allow them time to attend meetings at their sites. It is also intended to provide meeting agendas that are more meaningful. Policy council meetings will alternate months with the MAHS Parent Leadership meetings. MAHS grantee staff will send out updated meeting calendar invites.

Molly Merrigan motioned to approve the revised MAHS By-Laws and revised policy council composition. Councilman Barnes seconded the motion and the motion carried.

**Approval of Continuation Application**

Liz reminded committee members that although the program’s five-year grant application began August 1, 2018, the first fiscal year of this grant includes two budget periods, one from August 1 - October 31, 2018 and a second budget period that begins November 1, 2018 through October 31, 2019. In order to receive the funding for the second budget period, MAHS must submit a continuation application, which is due October 1, 2018. Liz provided a hand out with the detailed list of funds allocated to each contractor and to MARC for this 12-month continuation application budget period.
Kathy Fuger motioned to approve the Continuation Application. Councilman Barnes Jr. seconded the motion and the motion carried.

**Approval of Minutes**
Committee members reviewed the September 2018 MAHS Advisory Committee meeting minutes. No changes were made.

Councilman Barnes motioned to approve the September MAHS Advisory Committee meeting minutes. Molly Merrigan seconded the motion and the motion carried.

**Program Summary**
- Liz provided enrollment and attendance data for all programs. Enrollment was at 100% for the month of August however because it is the start of a new program year, programs are not expected to be at full enrollment until September and new programs will not be at full enrollment until October.

**Attendance, enrollment, childcare subsidy reports**
Councilman Barnes motioned to approve the August attendance and enrollment reports. Molly Merrigan seconded the motion and the motion carried.

**Early Learning Update**
- Dr. Rohs reported that the Early Learning Council is working on the 2019 legislative agenda. There was discussion and questions related to this information.
<table>
<thead>
<tr>
<th>Requirements</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income:</strong></td>
<td>Based on Federal poverty guidelines and HSPPS requirements</td>
</tr>
<tr>
<td><strong>Age:</strong>  Early Head Start Head Start</td>
<td>Age 0 – 3 years, pregnant woman</td>
</tr>
<tr>
<td><strong>Disability:</strong></td>
<td>Diagnosed/verified</td>
</tr>
<tr>
<td><strong>Service Area:</strong></td>
<td>Jackson, Clay and Platte County Zip Codes</td>
</tr>
<tr>
<td><strong>Non-Restrictive Requirements:</strong> Immunizations:</td>
<td>According to State of Missouri guidelines; immunizations at or before time of enrollment</td>
</tr>
<tr>
<td><strong>Physical Exam:</strong></td>
<td>Satisfactory written evidence that the child has begun the process of, or is exempt from immunizations.</td>
</tr>
<tr>
<td><strong>Physical Exam within 30 days following entry into program (State licensed facilities); Physical and Dental Exams within 90 days following entry into program (Federal guidelines)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Age &amp; Income:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Age Eligibility:</strong></td>
<td>Child is Age Eligible for Early Head Start [Points determined by ChildPlus]</td>
</tr>
<tr>
<td><strong>Child is Age Eligible for Head Start [Points determined by ChildPlus]</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Income Eligibility:</strong> (circle only one)</td>
<td>Child/Family is Income Eligible* [Points determined by ChildPlus]</td>
</tr>
<tr>
<td><em><em>Child/Family is Over-Income</em> [Points determined by ChildPlus]</em>*</td>
<td></td>
</tr>
<tr>
<td><strong>TANF [Income Status in ChildPlus as Public Assistance]</strong>*</td>
<td>150</td>
</tr>
<tr>
<td><strong>SSI [Income Status in ChildPlus as Public Assistance]</strong>*</td>
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<tr>
<td><strong>Homelessness [Income Status in ChildPlus as Homeless]</strong>*</td>
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</tr>
<tr>
<td><strong>Foster Child [Income Status in ChildPlus as Foster Child]</strong>*</td>
<td>200</td>
</tr>
<tr>
<td><strong>Special Needs Eligibility Criteria:</strong> (circle all that apply)</td>
<td>Child with Diagnosed Special Needs [Current IEP or IFSP; Mental Health Diagnosis]*</td>
</tr>
<tr>
<td><strong>Medically Fragile</strong></td>
<td>150</td>
</tr>
<tr>
<td><strong>Developmental Screening Results</strong></td>
<td>100</td>
</tr>
<tr>
<td><strong>Suspected Needs/Parent Concerns</strong></td>
<td>40</td>
</tr>
<tr>
<td><strong>Parent Eligibility:</strong> (circle only one)</td>
<td>EHS ONLY: Pregnant Teen Applying for Unborn Child</td>
</tr>
<tr>
<td><strong>EHS ONLY: Pregnant Woman Applying for Unborn Child</strong></td>
<td>40</td>
</tr>
<tr>
<td><strong>Teen Parent(s)</strong></td>
<td>40</td>
</tr>
<tr>
<td><strong>Non-parental [Guardian/Grandparent/Relative/Kinship Care/Traditional Foster Care ]</strong></td>
<td>40</td>
</tr>
<tr>
<td><strong>One Parent</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Two Parent</strong></td>
<td>20</td>
</tr>
<tr>
<td><strong>High Social Service Need Eligibility:</strong> (circle all that apply)</td>
<td>Domestic Violence</td>
</tr>
<tr>
<td><strong>Diagnosis of Disability/Mental Health/Substance Abuse of Parent/Guardian/Sibling</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Immigrant/Refugee to the United States</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Family in Transition</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Family in Crisis</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Incarcerated Parent(s)/Probation &amp; Parole</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Circumstances Affecting Families Eligibility:</strong> (circle all that apply)</td>
<td>Referral by Health/Medical, Educational, Social Service, or other Resource Agency</td>
</tr>
<tr>
<td><strong>Non-completion of Secondary Education, GED or HiSET</strong></td>
<td>20</td>
</tr>
<tr>
<td><strong>Primary Language in Home Other than English</strong></td>
<td>20</td>
</tr>
<tr>
<td><strong>Currently in Active Duty Military</strong></td>
<td>20</td>
</tr>
<tr>
<td><strong>Employment/Training Eligibility:</strong> (circle all that apply)</td>
<td>All Parents are Currently Working Full-Time/Part-Time</td>
</tr>
<tr>
<td><strong>All Parents are Currently Enrolled in Post-Secondary School/Training</strong></td>
<td>20</td>
</tr>
<tr>
<td><strong>Continuity of Care Eligibility:</strong> (circle all that apply)</td>
<td>Child Transitioning from EHS to HS</td>
</tr>
<tr>
<td><strong>Sibling Group</strong></td>
<td>150</td>
</tr>
<tr>
<td></td>
<td>50</td>
</tr>
</tbody>
</table>

Effective for 2019-2020 Applications: Revised: 11/2018 Approved:
Selection Criteria Clarifications and Definition:

Age Eligibility:
* Age Eligible for Early Head Start: Applicant is a child between the ages of birth to 3 years old or a pregnant teen/woman
* Age Eligible for Head Start: Applicant is a child between the ages of 3 to 5 years old by the Public School Cutoff date or prior to enrollment

Income Eligibility: * [Document must be present within the file for all the following criteria]
* Income Eligible: Applicant’s family gross annual income is at or below 100% of the federal poverty guidelines.
* Over Income: Family’s total gross annual income is greater than 100% of the federal poverty guidelines. Refer to ERSEA Policy, Procedure and Form 5030 for further guidelines.
* TANF/SSI: Child’s family is eligible or, in the absence of child care, would potentially be eligible for TANF or Supplemental Security Income (SSI).
* Homelessness: Family is currently homeless according to the McKinney-Vento definition of homelessness.
* Foster Child: Child enrolling is a foster child. Foster care is a 24 hour substitute care for children placed away from their parents or guardians and for whom the state agency has placement and care responsibility. This includes but is not limited to placements in foster family homes, foster homes of relatives, group homes, emergency shelters, and state assigned pre-adoptive homes.

Special Needs Eligibility Criteria: * [Document must be present within the file for all criteria except for Suspected Needs/Parent Concern]
* Child with Diagnosed Special Needs: Diagnosed disability - child has an IFSP through First Steps or IEP through the school district. Child with a mental health diagnosis through a qualified mental health professional.
* Medically Fragile: Child has a diagnosed health condition that requires a provider specially trained to meet his/her needs; a diagnosed health condition that severely impairs his/her ability to participate in routine activities throughout the day; a child that requires appliance/equipment for breathing, eating or drainage; or a child that is dependent on mechanical support (wheelchair, walker, etc.) for mobility. This does not include: Diabetes, Asthma, or Food Allergies. When in doubt, consult with your Health and Disabilities Coordinator.
* Developmental Screening Results: One area of delay as defined by a standardized screening tool.

Suspected Needs/Parent Concern: Developmental, social/emotional, mental health, or behavioral needs suspected/parent or agency has concerns

Parent Eligibility Criteria:
* EHS ONLY Pregnant Teen: Applicant is pregnant, under 20 years of age at application and is applying for her unborn child.
* EHS ONLY Pregnant Woman: Applicant is pregnant, over 20 years of age and is applying for her unborn child.
* Teen Parent(s): Parent/Guardian of applying child is under 20 years of age at application.
* Non-Parental: Child is under the informal and/or legal care of a Guardian, Grandparent, Relative, is in Kinship Care or Foster Care.
* One Parent: Parent/Guardian of child applying does not share the parenting responsibilities with another person at home who meets the HSPPS definition for “Family”.
* Two Parent: Parents/Guardians of child applying who share the parenting responsibilities with each other at home, and meet the HSPPS definition for “Family”.

High Social Service Need Eligibility Criteria:
* Domestic Violence: Parent/guardian reports there has been a domestic violence history within the home of the applying child.
* Diagnosis of Disability/Mental Health/Substance Abuse of Family Member: Family member (excluding applicant) is diagnosed with a disability, serious illness, mental health diagnosis, or family history of a substance abuse history within the home of the applying child.
* Immigrant/Refugee to the United States: Family of applicant has relocated to the United States.
* Family in Transition: Parent/guardian reports a change in life that requires some sort of adjustment in the family’s life. (e.g. getting married, changing jobs/loss of employment; divorce, separation from parents; applicant has recently moved or relocated, etc.)
* Family in Crisis: Parent/guardian reports a sudden disruptive event that has caused a major change within the family (e.g. sudden loss by death/terminal illness of an immediate family member; victim/witness of a violent crime; victim/witness of emotional, physical, or sexual trauma, recent diagnosis of a health issue, utility shut off notice, eviction notice, etc.)

Incarcerated Parent(s)/Probation & Parole: Parent/guardian is currently residing within a local/state or federal jail/prison, is currently on parole or probation or has a history of incarceration.

Circumstances Affecting Families Eligibility:
* Referral from Another Resource Agency: Applicant was referred by an outside professional agency or health provider in support of a concern or circumstance listed on the MAHS selection criteria. (e.g. Parents as Teachers, Drug/Alcohol treatment center, WC, DSS-Children’s Division, and KCPD Victim’s Advocate Unit, LEA, Health Facility, etc.)
* Non-completion of Secondary Education, GED, or HiSET: Adult parent/guardian has not earned a High School diploma; GED; HiSet.
* Primary Language in Home Other than English: The primary language used in the home is not English.
* Currently in Active Duty Military: Parent(s) are currently not living within the home due to serving in an active duty regiment of the USA armed forces.

Employment/Training Eligibility Criteria:
* Currently Working Full-Time/Part-Time: All parent(s)/guardians are currently working at time of application and require care for the child to maintain their employment status.
* Currently Enrolled in Post-Secondary School/Training: All parent(s)/guardians are currently in school, or receiving training at time of application and require care for the child to maintain their enrollment in school/training status.

Continuity of Care Eligibility Criteria:
* Child Transitioning from EHS to HS: Child is transitioning from EHS to HS.
* Sibling Group: Applicant is a sibling or part of a sibling group that is enrolled or eligible for enrollment.

Effective for 2019-2020 Applications: Revised: 11/2018 Approved:
September 17, 2018

To: Liz Smith and Jovanna Rohs;

In order to be transparent I wanted to share with you information that Jon and I have been working on.

We are struggling to be fully Staffed in our Classrooms as budgeted. We currently are short five Head Start Leads, eleven Head Start teacher assistants, and four Early Head Start Teachers (October classrooms); currently 20 open positions. The Y has reviewed the budget studies that MAHS and MO Head Start Association completed. Teacher Assistants at the Y fall below the minimum/medium range. We have looked at what the implications would be on our budget to increase the pay for this position. Both Liz and Mark told us that the COLA increase that was announced this summer would not roll into our FY 2019 budget. As we analyze increasing the salaries of this position to assist in the hiring, training, and retention of associates we recognize that if our program was to receive the COLA increase it would help to balance the budget. We have looked at other ways to be able to provide the increased salaries but it would be at the risk of the quality of our program. Jon shared with Liz a copy of the amount we would need to make this change as well as some of our other options.

In August, we started to receive notification from MARC that as a Tier 3 program that MAHS would no longer be paying for translation services. This was not something that we recalled seeing in the initial RFP or Scope of Service, as we budgeted for a minimal amount. We currently now have a contract with Propio. We do not have the contract for the current 15 month budget cycle that we are in and are unsure if there are any additional items we may be responsible for.

Please let me know if you need further information from us.

Sincerely,

Patty Lucas

Kansas City YMCA.org
YMCA of Greater Kansas City Head Start Mission
YMCA of Greater Kansas City Head Start/Early Head Start serves children and families by fostering comprehensive services, providing quality early childhood education services in low income communities to enrich the quality of family, social, mental, and physical well-being.
October 15, 2018

To: Jon Mikos  
CC: Patty Lucas, Jon Neely 

RE: Letter received on September 17th, outlining the difficulty to staff classrooms with the current budget.

**COLA Opportunity:** In June of 2018, MARC Head Start was notified of our eligibility to apply for COLA funding. The amount for which we were eligible was $447,000, which is 1.8% of our total grant at the time. Funds from this COLA increase could be used for salary increases for those that did not receive a 2.6% raise during the 2017-18 school year, or for increased operating expenses. As the COLA was not fully funded at an amount that would provide each partner with a 2.6% increase, a collective decision was made to put the COLA dollars to increased operating costs for the 2017-2018 year. Moving into the 2018-2019 program year, some of the COLA dollars have been allocated towards expansion of the central intake system and the balance has been reserved for costs that are yet to be determined. At this point, it is too early in the program year to make decisions about the best use of these funds.

MARC Head Start recognizes that there is pressure for community-based programs to compete with school-based programs with teacher compensation. We also recognized the importance of compensation in recruiting and sustaining early learning staff. We are committed to assisting our community-based partners to access additional resources to become more competitive with salaries of school-based programs. During the 2018-2019 program year, MARC Head Start will bring our community-based partners together to strategize around both the recruitment and retention of early learning staff, including discussion of ways to increase staff compensation.

**New Delivery Structure:** Program Year 2018-2019 marks a transitional year to the new MARC Head Start delivery structure. This structure was designed after 18 months of conversations with MARC partners, stakeholders, and other Head Start grantees. One of the guiding principles for both the study and the redesign was that the new structure should have administrative efficiencies that result in clear allocation strategies.

The RFP that was released as a result of the new delivery structure, outlined that Tier 3 programs would be able to apply for an allocation rate per child of up to $10,200 for Head Start and $14,000 for Early Head Start. As the YMCA worked towards a proposal to submit for the recompete application, several meetings were held to discuss how the funding allocation change would impact YMCA operations. As a compromise, allocation for Head Start and Early Head Start programming at the YMCA began at a rate higher than other agencies ($10,702 for Head Start and $14,282 for Early Head Start). This agreement included that the YMCA would work towards procuring additional cash funds from other sources to move to the federal grant allocation of $10,200 for Head Start and $14,000 for Early Head Start.
Recommendation to the Advisory Committee:

Because it is our intention to apply the same approach for all programs, we cannot support allocating resources based on one program’s request. We will share the YMCA’s request with the Head Start Advisory Committee at its next meeting on November 13, 2018, and the following recommendations will be made:

1) Keep the funding for the YMCA at the same level as was proposed in the original 2018-2019 budget.

2) Assist in funding the translation services for the YMCA Head Start programs.

We are happy to discuss these recommendations during the meeting with Jon Neely and Patty Lucas scheduled for Wednesday, October 24, 2018.

Sincerely,

Jovanna Rohs, Ph.D.
Director of Early Learning
ISSUE: 
VOTE: Approve contracts with Allycia Strother, Shannon Venerable, and Carolyn Morris to serve as Aging Assessors

BACKGROUND: 
Contract assessors complete mandatory in-home assessments for federal requirements under the Older Americans Act (new as well as annual re-assessment for service eligibility and priority), as well as Medicaid Re-Assessments for the State of Missouri using the InterRAI validated assessment tool. Due to increasing demand for comprehensive in-home assessments of clients across the health sector, the capacity for quality assessments is viewed as an Aging and Adult Services strategic priority.

Contractors are selected through a competitive RFQ process. Each contractor must meet or exceed the qualifications required to be employed as a Missouri Department of Health and Senior Services Adult Protective and Community Services Worker II, including years of experience requirements and a minimum of a bachelor’s degree in a health or human services field. Allycia Strother, Shannon Venerable, and Carolyn Morris each meet or exceed those qualifications and each has prior experience in human services assessment.

BUDGET CONSIDERATIONS: 
Each assessor contract is initially made for $25,000, and may be amended depending upon productivity and mix of assessments completed. As contractors, assessors are provided scheduling flexibility.

Fees for Older Americans Act assessments are considered a part of the overall service cost for the service lines that require in-home assessments (in-home services, and home-delivered meals).

Fees for Medicaid Re-Assessments are considered revenue for MARC and come from a flat rate of $75 per completed assessment. In SFY 2018, MARC completed Medicaid Re-Assessments totaling compensation of $75,375 dollars, and net revenue of $22,920 after assessor payments.

COMMITTEE ACTION: 
These contracts were presented to the Commission on Aging at its November 19th meeting. The Commission then recommended it for approval to the MARC Board.

RECOMMENDATION: 
Authorize contracts for three new Aging and Adult Services Aging Assessors.

STAFF CONTACT: 
James Stowe
Shannon Halvorsen
ISSUE:
VOTE: Accept subrecipient grant funds from the Missouri Department of Health & Senior Services for Individualized Family Caregiver Training

BACKGROUND:
The Missouri Department of Health and Senior Services recently issued an RFP for the provision of Individualized Family Caregiver Training, to be targeted to persons living with dementia. The RFP divides the State into four regions, and each is awarded separately. The Missouri Association of Area Agencies on Aging (MA4) elected to submit a statewide response that would cover each region, and divide awards equally among individual AAAs located within respective regions.

Although a very low dollar amount, the processes and skills required for this training are close to those required for integrated care initiatives, and was therefore thought to be in alignment with strategic priorities. The award is to be renewed annually after the initial award period, until June 2021 (12/1/2018-5/31/19; then annually), for a total of three award periods.

The project provides a platform for testing skills-based caregiver training tools, available through Trualta (Toronto, Ontario).

BUDGET CONSIDERATIONS:

<table>
<thead>
<tr>
<th>REVENUES*</th>
<th>Amount</th>
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<tr>
<td>Source</td>
<td>State General Revenue</td>
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<td>PROJECTED EXPENSES</td>
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<td>Service costs, 25 trainings in year 1</td>
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<td>Contractual</td>
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<td>Pass-Through</td>
<td>N/A</td>
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<td>Other (supplies, printing, etc.)</td>
<td>$11,358</td>
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*MARC would share this award with Care Connections for Aging Services, and North West Area Agency on Aging. Amounts listed are per award period.

COMMITTEE ACTION:
The Commission on Aging recommended that the executive director be authorized to submit and receive funds as a subrecipient grantee for Individualized Family Caregiver Training at its November 19th meeting.

RECOMMENDATION:
Authorize the executive director to receive and expend funds as a subrecipient grantee for Individualized Family Caregiver Training through the State of Missouri for a three-term award period.

STAFF CONTACT:
James Stowe
ISSUE:
VOTE: Approve contract amendment with KC Taxi, LLC to provide transportation services for older adults

BACKGROUND:
During the competitive procurement process for SFY 2019, which took place last spring, MARC received no viable proposals for demand and demand lift-ramp transportation services for older adults. Demand transportation provides rides to high-risk older adults to medical appointments, grocery trips, pharmacy or other destinations when the client needs them, without needing to reserve the ride ahead of time. Demand lift-ramp transportation is the same service except that it includes vehicles equipped with wheelchair accessible lift-ramps.

In fact, those received contained confusing rate structures and raised fundamental questions with Commission on Aging members about the role of MARC’s Department of Aging and Adult Services in transportation throughout the region. Consequently, in order to continue the provision of transportation services within Kansas City, MARC extended its agreement with KC Taxi to provide Demand and Demand Lift/Ramp services through December 31st. This agreement originally expired June 30, 2018.

The cost effectiveness of this approach to transportation services continues to be considered, including the role of this service in integrated care initiatives. Additional time is needed to consider this role, and the Department recommends that the agreement with KC Taxi be extended again through June 30, 2019 while a new RFP document be developed for transportation services for SFY 2020, beginning July 1, 2019.

The proposed budget increase aligns with expected variations in demand for this service.

BUDGET CONSIDERATIONS:

<table>
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<tr>
<th>CONTRACTOR</th>
<th>ORIGINAL CONTRACT AMOUNT</th>
<th>NEW CONTRACT AMOUNT</th>
<th>GAIN/LOSS</th>
<th>ORIGINAL CONTRACT UNITS</th>
<th>NEW CONTRACT UNITS</th>
<th>GAIN/LOSS</th>
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<tr>
<td>KC Taxi, LLC</td>
<td>$52,479.00</td>
<td>$64,459.50</td>
<td>$11,980.50</td>
<td>2.142</td>
<td>2.631</td>
<td>489</td>
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COMMITTEE ACTION:
This contract amendment was approved by the Commission on Aging at its November 19th meeting.
RECOMMENDATION:
Approve contract amendment with KC Taxi, LLC to provide transportation services for older adults by $11,580.50 to a total amount of $64,459.50.

STAFF CONTACT:
James Stowe
ISSUE:

VOTE: Authorize contract with Black and McDonald for the Operation Green Light Traffic Signal Enhancements

BACKGROUND:
Operation Green Light (OGL) is a MARC program that operates a regional traffic signal coordination system in partnership with local governments and the state departments of transportation in Kansas and Missouri. MARC staff currently assists in the management and operation of traffic signal timing for over 700 intersections in 24 jurisdictions throughout the region. The primary goal of this program is to coordinate traffic signal timing and operations to improve traffic flow, reduce fuel consumption and reduce emissions.

MARC is leading a new project with assistance from the consultant team of TREKK overseeing the project construction administration. The project includes the construction of 30 closed circuit TV’s to be mounted at traffic signal locations to aid in the monitoring of traffic flow and incident management in the City of Kansas City. It also provides for additional wireless radio equipment to provide for network communications to add the cities of Blue Springs and Grandview Missouri to the OGL Program bringing the number of OGL partners to 26.

On September 24, 2018, MARC advertised the project for bid and opened bids for construction on October 24, 2018. The project was advertised on MoDOT’s website, MARC’s website and utilized Demand Star for circulation as well as Drexel for plan distribution. Three bids were received from Capital Electric, Black and McDonald and Mark One. MARC has requested concurrence and obligation of funds from MODOT. The project low bid from Black and McDonald came in at $403,157.70, slightly over the project estimate of $413,088.45.

BUDGET CONSIDERATIONS:
This project will be funded through Federal STP funds administered by the Missouri Department of Transportation as well as the Kansas ITS set-aside funds. Participating local governments provide matching funds for this project which has been collected. All agreements with the participating agencies are in place.

RECOMMENDATION:
Authorize the executive director to enter into a contract with Black and McDonald for construction of this project STP-3302(423) in the amount of $403,157.70.

STAFF CONTACT:
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Accept funds from participating local governments for the regional Water Quality Public Education Program

BACKGROUND:
Since 2003, MARC has assisted area communities in complying with state and federal stormwater permit requirements. As a part of those efforts, MARC convenes a Water Quality Education Committee, which develops and implements a coordinated public education campaign about the importance of clean water. The committee is comprised of representatives from local government and environmental groups with expertise in water quality. Funding for the committee and related water quality education and outreach activities is contributed by area local governments.

The Water Quality Education Committee will begin its 16th year-long public education campaign. The 2019 campaign will support a combination of regional events, training programs, posters and brochures, media spots, giveaways, print materials and support staff time. The program budget for 2019 is $155,000. Communities anticipated to contribute to the 2019 program include:

- Blue Springs, Missouri
- Clay County, Missouri
- Excelsior Springs, Missouri
- Peculiar, Missouri
- Platte County, Missouri
- Kansas City, Missouri
- Lake Lotawana, Missouri
- Liberty, Missouri
- Lenexa, Kansas
- Lee’s Summit, Missouri
- Overland Park, Kansas
- Independence, Missouri
- Jackson County, Missouri
- Johnson County, Kansas
- Raymore, Missouri
- Raytown, Missouri
- Unified Government of Wyandotte County / Kansas City, Kansas

Member contributions are at rate of 10 cents per capita with Kansas City, Missouri and Johnson County, Kansas being the largest contributors at $45,000 annually. Johnson County, Kansas provides funding on behalf of the county and many of the smaller communities in Johnson County. Additional communities may join the program during the program year.

BUDGET CONSIDERATIONS:
Expenditures have been planned and approved by the committee, and will be limited to match available resources from participating communities.

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<th>$155,000</th>
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<th>PROJECTED EXPENSES</th>
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<tr>
<td>Contractual (workshops/conference)</td>
<td>$20,000</td>
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<td>Other (educational supplies, printing, etc.)</td>
<td>$35,000</td>
<td></td>
</tr>
<tr>
<td>Grant Program</td>
<td>$25,000</td>
<td></td>
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RECOMMENDATION:
Authorize MARC to accept approximately $155,000 in funds from participating local governments to support the 2019 Water Quality Education Program.

STAFF CONTACT:
Tom Jacobs
Alecia Kates
ISSUE:
VOTE: Authorize subawards to area local governments for Homeland Security resources

BACKGROUND:
MARC receives grant funds through the two states to support regional homeland security planning, training and exercises, and the purchase of equipment and supplies. The state of Missouri has changed their requirements and now requires a sub-award to local agencies receiving equipment and/or supplies, personnel support, or contracted training. The state has requested that MARC execute subawards for the FY17 & FY18 homeland security grants.

The subawards and dollar amounts that require authorization include:

Central Jackson County Fire Protection District
- MOFY17 $8,775 (one hazmat MultiRae 5-gas meter (detection device) and tech rescue Personal Protective Equipment - PPE)
- MOFY18 $13,610 (hazmat sensors & tech rescue Personal Protective Equipment)

Independence Police Department
- MOFY18 $917 (PAN Disrupter Stand to address disarming bombs)

Independence Emergency Management
- MOFY18 $1,750 (Badging kit printer - produce badges for response personnel and volunteers)

Jackson County Medical Examiners
- MOFY17 $14,844 (six Personal (PAPR) respiration systems)
- MOFY18 $29,500 (Min X-ray unit hardware/software upgrades to aid in identification of victims)

Kansas City Fire Department
- MOFY17 $34,950 (three hazmat MultiRae 5-gas meters - detection devices, and tech rescue PPE)
- MOFY18 $42,259.50 (four Hazmat MultiRae 5 gas meters - detection devices, technical rescue PPE and a badging kit printer)

Kansas City Police Department
- MO FY18 $166,117 (Tactical robotic system - replacement unit for their bomb squad & Fusion Center staffing for terrorism intelligence gathering and analysis)
Lee's Summit Fire Department
- MO FY18 $10,885 (one hazmat Toughbook/laptop, sensors, lamps, and a HEPA - High Efficiency Particulate Matter Air Filter - shop vacuum)

Lee's Summit Police Department
- MO FY18 $18,500 (Bomb squad equipment, Ezcore tactical disrupter (container to detonate bombs safely - with trailer)

Olathe Fire Department
- KS FY18 $45,242 (Fusion Center staffing sustainment - terrorism that is fire and EMS-related intelligence gathering and analysis)

CERT Training - MOFY17 & MOFY18 ($10K each year) - requires state approved training requests, risk assessment and sub award for instructor and/or training materials’ costs - Central Jackson Co Fire Protection District/Emergency Management, City of Kansas City Emergency Management, Independence Emergency Management, Platte County - Northland, Raymore, Raytown, Gladstone, Liberty, North Kansas City (each agency will receive modest funds)

COMMITTEE ACTION:
These expenditures are included in the FY17 and FY18 grant budgets approved by the Regional Homeland Security Coordinating Committee.

RECOMMENDATION:
Authorize the executive director to execute subawards as listed above.

STAFF CONTACT:
Erin Lynch
Marlene Nagel