January 22, 2019
11:15 a.m.
MARC Conference Center - 2nd Floor - Heartland Room

AGENDA

1. Financial and Program Reports and Discussion
   a. REPORT: Review of Audit Plan for the 2018 Audit
   b. REPORT: Annual Review of the MARC Conflict of Interest and Whistleblower Policies

2. Approve Contracts, Grants and Other Major Expenditures

   EARLY LEARNING/HEAD START
   a. VOTE: Approve a contract extension with The Family Conservancy for the Head Start Central Intake System
   b. VOTE: Authorize an application to the Administration for Children and Families for a waiver of remaining FY17 matching funds for Head Start

   AGING AND ADULT SERVICES
   c. Authorize submission of the SFY 2019 Aging Area Plan Budget Amendment to the Missouri Division of Senior and Disability Services
   d. Authorize release of selected SFY 2020 Aging and Adult Services requests for proposals and annual renewal of selected services
   e. Accept subrecipient grant funds from the Health Resources and Services Administration for collaboration with the Geriatric Workforce Education Center at Saint Louis University

   TRANSPORTATION AND ENVIRONMENT
   f. VOTE: Authorize agreements with consultants for four Planning Sustainable Places projects in Gladstone and Kansas City, Mo. and Roeland Park and Shawnee, Kan.
   g. VOTE: Authorize submission of a grant application to the U.S. Environmental Protection Agency (EPA) for a Regional Brownfield Coalition Assessment

   COMMUNITY DEVELOPMENT
   h. VOTE: Authorize application to the REACH Healthcare Foundation and Health Forward Foundation for funding to support a Regional Complete Count Initiative for the 2020 Census, and authorize formation of a Regional Complete Count Committee
   i. VOTE: Authorize application to the Council for Adult and Experiential Learning for funding and technical assistance to incorporate inclusive prosperity into regional workforce development/human capital work
   j. VOTE: Authorize application to HUD for funding to support capacity building for the Homelessness Management Information System (HMIS)
   k. VOTE: Authorize a contract with AT&T to provide Ethernet Service for Regional 911 Public Safety Answering Points
l. VOTE: Authorize grant applications to Kansas and Missouri agencies to support the Mid-America Local Emergency Planning Committee and the regional Health Care Coalition
m. Authorize equipment purchases to support law enforcement specialty response teams and mass fatality management

3. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
   a. Approve the minutes of the December 18, 2018 meeting

4. Other Business

5. 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.
ISSUE:
REPORT: Review of Audit Plan for the 2018 Audit

BACKGROUND:
The Budget and Personnel Committee serves as MARC’s Audit Committee. In December 2018, the Committee authorized an agreement with RubinBrown to perform the annual 2018 financial and compliance audit.

The audit firm has begun the planning process for the 2018 audit and will cover the following topics with the Budget and Personnel Committee:

- 2018 Scope of Services
- Engagement Timeline
- Financial Statement Risk Assessment
- Required Discussion Items

Kaleb Lilly, RubinBrown partner, will discuss the planning process at the meeting and answer any questions about the upcoming audit.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
Carol Gonzales
Becky Hall
ISSUE:
REPORT: Annual Refresher of the MARC Conflict of Interest and Whistleblower Policies

BACKGROUND:
The MARC board has established policies regarding conflict of interest and whistleblowers. As a best practice, the policies are annually included on the agendas to provide an opportunity to review the policies and inform new members of the Board.

Conflict of Interest Policy Governing all Boards, Commissions, Committees and Subcommittees

MARC strives to operate in an open and transparent way that inspires confidence in the organization as an effective steward of public resources. The MARC Board of Directors and a number of MARC committees are responsible for authorizing grants and funding allocations that benefit local governments, public agencies and other organizations in the Kansas City metropolitan area. These committee processes ensure that federal, state and local funds available to the metropolitan area are invested in ways that benefit the region and local communities. The purpose of the Conflict of Interest Policy is to ensure that participants on the MARC board and committees have clear guidance when a participant in any MARC decision-making process could have a conflict of interest and what the appropriate action should be in those circumstances.

The MARC Board approved the Conflict of Interest Policy in August 2009. The policy was updated in September 2013 with a clarification regarding family members. Further edits were made based on feedback from the Total Transportation Policy Committee in 2013.

The policy is designed to help directors, officers, employees and volunteers identify conflicts of interest and disclose them to the appropriate authority. It is also designed to provide a procedure to appropriately manage conflicts in accordance with legal requirements and the goals of accountability and transparency in all MARC operations.

The policy is intended to supplement but not replace any state or federal laws that govern conflicts of interest in public, nonprofit, and charitable organizations.

The following MARC boards and committees involved in making decisions or recommendations regarding funding awards receive annual refreshers on this policy:

- MARC Board of Directors
- MARC CSC Board of Directors
- MARC Budget and Personnel Committee
- Total Transportation Policy Committee (including its supporting planning and programming committees)
- Head Start Policy Council
- Commission on Aging
- Regional Homeland Security Coordinating Committee
- Solid Waste Management District
Whistleblower Policy

Since the enactment of the Sarbanes-Oxley Act of 2002, many organizations (not just publicly traded corporations) have adopted whistleblower policies. Organizations have focused on protecting whistleblowers and providing mechanisms for employees to raise concerns.

“Protecting whistleblowers is an essential component of an ethical and open work environment.” It increases transparency and gives management the opportunity “to learn early on of unethical or unlawful practices directly from their employees rather than from the media, law enforcement, or a regulatory agency. In addition, effective whistleblower protection helps foster a work environment in which all employees are held accountable, thereby improving performance and empowering employees.”

Nonprofits are now required to answer a question on the IRS 990 form to indicate whether or not the nonprofit has a whistleblower policy.

A good whistleblower protection program should:
- Provide employees multiple ways to report concerns
- Establish a forum where employees can raise concerns
- Prohibit retaliation
- Train managers and supervisors
- Take disciplinary action against those who engage in retaliation

The attached policy incorporates the use of an external hotline program called “WeTip,” which is provided free of charge by Midwest Public Risk, MARC’s insurance carrier. Any reports submitted to the WeTip program will be forwarded to the Executive Director, Financial Affairs Director, Human Resources Manager and MARC Board Chair.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
Carol Gonzales

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1 Information in this paragraph is taken from an article, Whistleblower Protection in the Nonprofit Sector, written by Jason M. Zuckerman that appeared on the Nonprofit Risk Management Center website.
Mid-America Regional Council
Conflict of Interest Policy
Governing all Boards, Commissions, Committees and Subcommittees

The Mid-America Regional Council (MARC) is dedicated to building a stronger metropolitan region by promoting regional cooperation and developing innovative solutions to regional challenges. MARC strives to operate in an open and transparent way that inspires confidence that the organization is an effective steward of public resources. The purpose of this conflict of interest policy is to ensure that participants on the MARC board and committees have clear guidance when a participant in any MARC decision-making process could have a conflict of interest and what the appropriate action would be in those circumstances.

It is in the best interest of the MARC Board of Directors, Mid-America Head Start and all other boards, commissions, committees and subcommittees to be aware of and properly manage all conflicts of interest and any appearances of conflicts of interest. This conflict of interest policy is designed to help directors, officers, employees and volunteers identify conflicts of interest and disclose them to the appropriate authority. It is also designed to provide a procedure to appropriately manage conflicts in accordance with legal requirements and the goals of accountability and transparency in all MARC operations.

The MARC Board, and boards that work through MARC such as the Mid-America Solid Waste Management District, make decisions in a number of program areas that impact the availability of federal, state and local government funds and private contributions. This conflict of interest policy is intended to support those decision-making processes.

This policy is intended to supplement but not replace any state or federal laws that govern conflicts of interest in public, non-profit, and charitable organizations.

1. Interested Person

Any member of a MARC board, commission, committee or subcommittee charged with decision-making or making recommendations for funding, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest Defined

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

   a. An ownership or investment interest in any entity with which MARC has a transaction or other financial arrangement,

   b. A compensation arrangement with MARC or with any entity or individual with which MARC has a transaction or arrangement, or

   c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which MARC is negotiating a transaction or arrangement.
For purposes of this policy, “family members” includes spouses, parents, children, and siblings (including those related by marriage), as well as significant others and any other person who resides with the committee/board member.

3. Procedure

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the conflict of interest to members of the committee considering the proposed action or recommendation.

A person who has a conflict of interest in a certain matter shall not participate in the discussion of that matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.

The interested person shall abstain from any votes on funding recommendations, contracts or transactions in which there is an interest as defined above, and shall abstain from any votes for all meeting minutes or other records of the meeting.

4. Gifts, Gratuities and Entertainment

MARC committee members and directors shall avoid accepting, directly or indirectly, any rebate, gift, money or anything of monetary value from an organization or vendor that could benefit from a MARC committee action regarding funding recommendations, vendor selection or other transactions. From time to time, vendors may pay for meals apart from a bid process.

5. Committee Representation

MARC makes decisions on federal and state funding that benefits local communities within the Kansas City region. The MARC Board and many of its committees are composed of local officials representing the communities that may benefit from MARC Board decisions. It is not a conflict of interest for a board member or a committee member, who are also elected officials or local government staff members, to advocate for or vote on issues that will affect their jurisdiction. If an elected official serves on another public board by virtue of their elected office, it is not a conflict of interest for that elected official to participate in discussions and vote on matters affecting that other public body.

In the past, smaller communities have at times been represented by consulting engineers on committees which rely on both technical and community considerations to make funding recommendations. Private consultants or other private parties shall abstain from any discussion or vote on all matters before the committee that might pose a conflict of interest due to a relationship between the project applicant and the private consultant. The private consultant or party should limit any participation in discussion to answering questions asked by other committee members. Individual committees may adopt specific procedural requirements for participation by members and others present at meetings.
6. Disclosure, Notification, and Review Policy

Each director, officer, and committee member shall disclose any relationships, positions or circumstances in which he or she is involved that he or she believes could contribute to a conflict of interest when and if such situations arise.

If a board member or committee member is unsure as to whether or not a conflict of interest exists, it is their responsibility to consult a MARC staff member associated with that committee to make a determination. If after such consultation, the individual is still unsure, then a determination will be made by the executive director of MARC.

If the board of directors, the Head Start Policy Council or other commission or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, that body shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If such a report is made regarding a member of the board, committees or commissions, the following steps will be taken:

- MARC staff, including the Executive Director, will review the information and attempt to clarify if a conflict of interest exists or if additional information is needed. MARC staff will contact the board/committee member and discuss the issue. In most cases, the issue may be one of clarifying a relationship or disclosing it for future decision-making processes.

- If the conflict is one that could raise questions by funding agencies or others regarding MARC’s decisions, the issue will be discussed with the MARC board officers to determine appropriate disciplinary and corrective action.

This policy shall be distributed annually to all decision-making bodies associated with the Mid-America Regional Council, including but not limited to the Mid-America Head Start, for their review.

*Adopted by the MARC Board of Directors, August 25, 2009 (Updated September 26, 2013 and May 23, 2017)*
Policy Objective:
MARC is committed to lawful and ethical behavior in all of its activities and requires all staff to act in accordance with all applicable laws, regulations and policies and to observe high standards of business and personal ethics in the conduct of their duties and responsibilities.

This policy is intended to:
- Encourage individuals to bring ethical or legal violations to the attention of an internal or external authority so that action can be taken to resolve the problem.
- Establish guidance and procedures for staff (paid and volunteer) or others to report illegal, unethical or inappropriate behaviors or practices, in good faith, without fear of retribution.
- To provide a constructive process for individuals to report issues of concern.
- Emphasize the importance of adherence to MARC’s standards of conduct.

Overview:
A whistleblower is a person (often an employee) who raises a concern about serious wrongdoing occurring in an organization. Examples of misconduct that might lead to whistleblowing include the violation of laws, rules or regulations; fraud, mismanagement or corruption; or direct threats to the public interest, such as health or safety violations.

In general, whistleblowing refers to reporting misconduct outside the normal chain of command. Most workplace issues are, and to the extent possible, should be resolved by working with direct supervisors and department directors as described in the Issues Resolution policy. However, if an individual, acting in good faith, has reasonable grounds for believing that serious wrongdoing is taking place that has not been addressed or cannot be addressed through normal channels, he or she has the option of “whistleblowing” without fear of retribution.

Examples of the types of situations a whistleblower might report may include, but are not limited, to the following:
- A violation of law.
- Questionable accounting or monitoring practices.
- Discrimination based on protected classes.
- Fraud, waste or mismanagement.

Examples of problems that can be addressed through normal issues resolution procedures may include, but are not limited, to the following:
- Disagreements or misunderstandings between employees.
- Issues related to employment or working conditions.
- Personality conflicts.
- Working relationships between employees or employees and supervisors.

See the Issues Resolution policy for more information.

Reporting Procedures
Individuals may report misconduct, without fear of retribution, through the following procedures:
- For internal employee relations issues, seek assistance from supervisors, department directors or Human Resources staff as described in the Issues Resolution policy.

Updated October 2013
• For issues related to harassment, immediately report to a supervisor, department director, executive director or Human Resources as described in the Harassment-Free workplace policy.

• For all other issues related to suspected fraud, theft, harassment or other illegal activity, contact a supervisor, department director, executive director or call the “WeTip” hotline at 1-800-782-7463 or go online to www.wetip.com.

• For issues related to suspected mismanagement or waste of American Recovery and Reinvestment Act (ARRA) funds, call 1-877-392-3375 or go online to www.recovery.gov.

After the Report:
Response procedures for whistleblower reports will vary according to how the report was made.

• Reports related to ARRA funding will be addressed by the U.S. Recovery Accountability and Transparency Board.

• Reports to the “WeTip” hotline are forwarded to designated members of MARC’s management team (i.e., the Executive Director, Finance and Administration Department Director, Human Resources Manager, and MARC Board Chair) for review and resolution.

All reports will be acknowledged promptly and handled with due care and diligence. Those who receive the reports have the full authority to investigate all concerns raised, and may use other resources such as legal counsel, accountants, private investigators or others as reasonably necessary to conduct a full and complete investigation. Reports and concerns will be kept confidential to the extent possible.

If a report is found to be of merit or is substantiated, MARC management will take appropriate steps and will adhere to the federal rules for that grant, if applicable. No employee who, in good faith, makes a whistleblowing report will be threatened, discriminated against or otherwise subject to any retaliation or adverse employment consequences. Any staff member who attempts to retaliate against someone who reported a concern in good faith may be subject to discipline.

Allegations that prove to have been made maliciously, recklessly, with gross negligence, or with the foreknowledge that the allegations are false, will be viewed as a serious offense and may result in disciplinary action against the reporting employee.

Any situation involving an issue relating to harassment should be reported immediately to the employee’s supervisor, department director, executive director or Human Resources. Specific information relating to MARC’s policy regarding a harassment-free workplace can be found on the MARC intranet under Policies. Complaints of this nature are taken very seriously and will be fully investigated.
ISSUE:
VOTE: Approve a contract extension with The Family Conservancy for the Head Start Central Intake System

BACKGROUND:
In January 2018, the MARC Board approved Mid America Head Start’s (MAHS) contract with The Family Conservancy (TFC) to implement phase one of an ongoing Central Intake System for all MAHS programs. This contract ended when the previous Head Start grant ended on July 31, 2018. With the award of a new five-year Head Start grant, which began Aug. 1, 2018, MAHS entered Phase II of the contract with TFC, which extended until Dec. 31, 2018. Beginning January 1, 2019, TFC is implementing the third phase of the Central Intake System which has been expanded to include all 18 of the MAHS Head Start and Early Head Start programs. This contract will extend through Oct. 31, 2019. The total cost of this contract extension will not exceed $530,000.

MAHS may seek to extend the terms of this contract after October 2019, contingent upon successful performance and services provided, and upon availability of funds.

BUDGET CONSIDERATIONS:
This contract is included in Mid America Head Start’s Fiscal Year 2018-2019 budget.

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RECOMMENDATION:
Approve an extension of MARC’s contractual agreement with The Family Conservancy for a centralized system of intake for Head Start programs. Total costs for the extension through Oct. 31, 2019 are not to exceed $530,000.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize an application to the Administration for Children and Families for a waiver of remaining FY17 matching funds for Head Start

BACKGROUND:
The Administration for Children and Families funds 80 percent of the total operating cost of Head Start grants. The remaining 20 percent must come from in-kind donations or matching funds from the community. These in-kind or contributions must come from non-federal sources and must support necessary, reasonable and allowable costs for operating the program to be counted toward the 20 percent match. These contributions are generally in the form of volunteer services, donated or loaned equipment or space, donated supplies, land or buildings.

Because MARC’s Mid-America Head Start program does not provide direct services, it is challenging to identify sources for the grantee match. The Office of Head Start recognizes the increasing difficulty posed by this requirement for all Head Start grantees and offers programs the option of requesting a waiver when they are unable to attain the full 20 percent match.

For FY17, the required federal match for the MAHS grant was $6,117,519. MAHS identified contributions totaling $5,849,044.76, leaving a balance due of $268,474.24. MAHS is therefore seeking a waiver from the Administration for Children and Families for this remaining balance.

MAHS has successfully sought similar waivers in the past, but new regulations now require board approval.

RECOMMENDATION:
Approve Mid-America Head Start’s request to the Administration for Children and Families for a waiver of the remaining balance of the required non-federal match for FY17 in the amount of $268,474.24.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize submission of the SFY 2019 Aging Area Plan Budget Amendment to the Missouri Division of Senior and Disability Services

BACKGROUND:
MARC staff received the latest funding table for SFY 2019 on October 19, 2018. The table provides the most recent funding information available from the Missouri Division of Senior and Disability Services. Also, all carryover funds from SFY 2018 have been identified. Due to the fluidity of the various programs, developing an official amended budget was deferred until various details involved could be solidified.

BUDGET CONSIDERATIONS:
The aforementioned changes have been incorporated into this amended area plan budget, which should remain valid through most of the remainder of the fiscal year. One final amended budget will developed in May or June. Attached is information that provides a general picture of the Aging Programs and funding sources, as well as variance from the original SFY 2019 Area Plan budget.

COMMITTEE ACTION:
On January 9, 2019, the Commission on Aging recommended that MARC be authorized to submit this revised SFY 2019 Area Plan budget amendment.

RECOMMENDATION:
Authorize MARC to submit a revised SFY 2019 Area Plan budget amendment to the Missouri Department of Senior and Disability Services.

STAFF CONTACT:
James Stowe
Bob Hogan
## SFY 2019 AREA PLAN BUDGET AMENDMENT #1
January 22, 2019

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DSDS Resources include all funds received from the Missouri Department of Health and Senior Services.

Local funds include Jackson and Cass County funds, and local match dollars.

MEHTAP funds are received from the Missouri Department of Transportation for the Missouri Elderly and Handicapped Transportation Assistance Program (MEHTAP).

Other Funds include Adopt-A-Senior funds, income received from guests at nutrition sites, Silver Haired Legislature sponsors and other funding sources.
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ISSUE:
VOTE: Authorize release of selected SFY 2020 Aging and Adult Services requests for proposals and annual renewal of selected services

BACKGROUND:
To strategically plan for the next program year, the Department of Aging and Adult Services and MARC Commission on Aging will develop several Requests for Proposals (RFPs) for services to begin July 1, 2019. Selected services for RFP release include legal services (general and family caregiver); demand transportation services; and information and referral services.

The department intends to selectively renew contracts for services that are performing effectively and are not viewed as likely to be improved through a new vendor selection process. These contracts include care management; non-demand transportation (Ray County); in-home services (including family caregiver); all nutrition services (congregate, pre-plated home-delivered meals, and catered meals); Grandparents as Parents; Northland Shepherd’s Center Structured Respite; and community center services (with minor funding approach, boundary, and program changes likely through administrative adjustments). The Structured Respite contract with Platte Senior Services Inc. is presently under review, and action will be recommended at a later date.

The RFP documents will be released on Friday, February 1, 2019. Proposals submitted in response to these documents will be due at the MARC office no later than Monday, March 11, 2019. A rolling due date RFP/Request for Qualifications process will be initiated for Integrated Care Network Partner services. These services include evidence-based programs, including family caregiver programs; care management, including medication reconciliation and affiliated pharmacist services, and remote patient monitoring; and, transportation services. These integrated services are, in part, to be rendered under MARC’s administration of contracts with regional health care partners through an integrated care network. Service is projected to begin in the first quarter of 2019.

BUDGET CONSIDERATIONS:
MARC policies and procedures require a formal bid process if the anticipated amount exceeds $25,000. Collectively, the RFPs to be issued in February are expected to result in contracts totaling approximately $250,000. Once vendors are selected, individual contracts will be recommended for approval according to MARC financial policies.

COMMITTEE ACTION:
On January 9, 2019, the Commission on Aging recommended that the release of selected Aging and Adult Services RFPs, and annual renewal of selected services, be authorized for SFY 2020.

RECOMMENDATION:
Authorize release of selected SFY 2020 Aging and Adult Services RFPs and annual renewal of selected services as described above.

STAFF CONTACT:
James Stowe
ISSUE:
VOTE: Accept subrecipient grant funds from the Health Resources and Services Administration for collaboration with the Geriatric Workforce Education Center at Saint Louis University

BACKGROUND:
One of the high-quality screening batteries that the MARC’s Aging and Adult Services Department utilizes for service priority, the Rapid Geriatric Assessment (RGA), was developed and initially validated at Saint Louis University (SLU). The U.S. Health Resources and Services Administration (HRSA)-funded Gateway Geriatric Education Center at SLU has appreciated receiving de-identified data from the implementation of this screening battery.

To support MARC’s screening efforts and facilitate training in the region, MARC was written into SLU’s HRSA grant renewal for a small amount. The HRSA grant now covers a five-year span, and MARC is anticipated to be included in all five of the award periods.

BUDGET CONSIDERATIONS:
A small amount of grant funding, $10,000, will be utilized to support salary of one of MARC’s Integrated Care Specialists, who routinely implement the RGA, for each year of the five-year award period (totaling $50,000).

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<td>Pass-Through</td>
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<td>Other (supplies, printing, etc.)</td>
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COMMITTEE ACTION:
On January 9, 2019, the Commission on Aging recommended that the Executive Director be authorized to accept and expend subrecipient grant funds from HRSA.

RECOMMENDATION:
Authorize the Executive Director to accept and expend subrecipient grant funds from HRSA for collaboration with the Geriatric Workforce Education Center at Saint Louis University.

STAFF CONTACT
James Stowe
ISSUE:
VOTE: Authorize agreements with consultants for four Planning Sustainable Places projects in Gladstone and Kansas City, Mo. and Roeland Park and Shawnee, Kan.

BACKGROUND:
For projects funded through Planning Sustainable Places (PSP), MARC holds the contracts on individual projects, although the project leads and local match are provided by the local sponsors. Agreements have been negotiated for four projects led by the following sponsors: City of Gladstone, Missouri; City of Kansas City, Missouri; City of Roeland Park, Kansas; and City of Shawnee, Kansas. A qualifications-based competitive selection process was used in the selection of all consulting teams.

1. Gladstone. The study will assess the feasibility and implementation of a complete street solution along North Oak. Key components of the plan include:

- Review of existing studies and plans, including the current KCATA North Oak BRT study.
- Conceptual roadway design geometry with emphasis on multimodal, walkable, bikeable transit-oriented typologies and consideration of existing and proposed right-of-way use, access management, and signal timing coordination.
- Public engagement of all stakeholders and demonstration project coordination with both Gladstone, Kansas City, KCATA, and Operation Green Light.
- Creation of innovative funding strategies and implementation guidance for a catalyst project. Consider use of Capital Improvement planning and funding.

MARC advertised the project from Nov. 5-30, 2018, on MARC’s website, DemandStar, and the National American Planning Association’s RFP page. Seven proposals were received. A selection committee consisting of staff from the Public Works and Planning Departments of Kansas City, Mo., Gladstone’s Public Works department, and the Kansas City Area Transportation Authority reviewed and interviewed four teams. MARC staff attended the interviews to ensure federal guidelines were followed.

Using a qualifications-based competitive selection process the team of Confluence, WSP, Parson + Associates, and Priority Engineers was recommended for this project. The team’s proposal will result in a study that reviews existing plans, existing traffic data and right of way conditions; conceptual plan development and review; innovative funding strategies for implementation; and public engagement.

2. Kansas City, Missouri - Linwood. The study will develop a complete street plan and improve bicycle connections along Linwood Boulevard. Key components of the plan include:

- Create a detailed concept plan accommodating a high-quality major separated bikeway along the Linwood Boulevard Corridor connecting the Truman Sports Complex/Rock Island Trail terminus to midtown Kansas City and the 39th Street/KU Medical Center District. Include off-street trail recommendations to connect to the Emanuel Cleaver II/Brush Creek Trail & the Blue River Trail.
Propose other complete street design recommendations to foster a more multimodal, pedestrian and transit-friendly corridor, including intersection treatments to facilitate access to existing or planned intersecting bike routes/facilities.

Use a data-driven approach and current best practices to promote a high-quality major separated bikeway along the Linwood Boulevard Corridor.

Ensure that members of the community along the corridor are engaged throughout the process in a meaningful manner.

MARC advertised the project from Oct. 1-Nov. 2, 2018, on MARC’s website, DemandStar, and the National American Planning Association’s RFP page. Seven proposals were received. A selection committee consisting of staff from Jackson County and the Planning, Parks and Recreation, and Public Works departments of Kansas City, Missouri, reviewed and interviewed four teams. MARC staff attended the interviews to ensure federal guidelines were followed.

Using a qualifications-based competitive selection process the team of WSP and Vireo was recommended for this project. The team’s proposal will result in a plan that includes a review of existing plans, existing traffic data and current right of way conditions; public engagement; conceptual options for major separated bikeway/complete streets/multimodal improvements; and a final set of prioritized improvements and concept-level cost estimates.

3. Roeland Park. The study will develop improved transportation enhancements and connections for two study areas containing redevelopment opportunities. Key components of the plan include:

- Identify opportunities for vehicular, transit, pedestrian and bike enhancement opportunities and develop coordinated plans for those enhancements.
- Identify opportunities for sustainable redevelopment adjacent to the study areas.
- The plan will contemplate and complement other plans recently completed by the City that influence the sites included in this scope. This includes, but is not limited to the City’s Comprehensive Plan, the City’s Strategic Plan, the Roe 2020 Visioning Document, the Rocks Land Use Assessment, the Northeast RJ Land Use Assessment, and the Johnson Drive Development Guidelines.

MARC advertised the project from Nov. 5–30, 2018, on MARC’s website, DemandStar, and the National American Planning Association’s RFP page. Six proposals were received. A selection committee consisting of the mayor, a City Council member, a Planning Commission member and the city administrator reviewed and interviewed three teams. MARC staff attended the interviews to ensure federal guidelines were followed.

Using a qualifications-based competitive selection process the team of Confluence, Collins Noteis Associates, and WSP was recommended for this project. The team’s proposal will result in a plan that creates a vision for the two study areas to improve transportation connections. The scenarios and concepts will include illustrations, and a final set of recommendations will include an implementation plan.

4. Shawnee. The study will develop a common vision and establish design guidelines for infrastructure along the 75th Street corridor. The City of Shawnee is committed to incorporating Complete Streets elements into public and private development projects. Key components of the plan include:
• This study is intended to lay the foundation so that 75th Street and the surrounding corridor maintains a transportation network that promotes safe and convenient access and travel for all users including pedestrians, bicyclists, motorists and transit riders. This will encourage convenient mobility options that foster economic development, are sustainable, and are environmentally sensitive.
• Specifically, this study and its recommendations for landscaping, pedestrian amenities and other complete street elements will be incorporated into corridor design plans scheduled for construction in 2020.
• The document will also establish the vision for future redevelopment that is going to occur within the 75th Street Corridor in the years to come.

MARC advertised the project from Nov. 5-30, 2018, on MARC’s website, DemandStar, and the National American Planning Association’s RFP page. Six proposals were received. A selection committee consisting of staff from the City’s Community Development, Parks and Recreation and Public Works Departments reviewed and interviewed three teams. MARC staff attended the interviews to ensure federal guidelines were followed.

Using a qualifications-based competitive selection process the team of TranSystems, Stantec, and Shockey Consulting was recommended for this project. The team’s proposal will result in a plan that includes an existing conditions inventory, and conceptual design of transit stops, pedestrian linkages, pedestrian amenities, streetscape and bike facilities.

BUDGET CONSIDERATIONS:
The projects will use Planning Sustainable Places (Federal STP) funding with a required local match as follows:

1. Gladstone: Planning Sustainable Places (Federal STP) funding ($102,200) with the required local match of $57,500 provided by the City of Gladstone and the City of Kansas City, Missouri, PIAC funds.
2. Kansas City, Missouri - Linwood: Planning Sustainable Places (Federal STP) funding ($90,000) with the required local match of $32,500 provided by the City of Kansas City, Missouri.
3. Roeland Park: Planning Sustainable Places (Federal STP) funding ($80,000) with the required local match of $20,000 provided by the City of Roeland Park, Kansas.
4. Shawnee: Planning Sustainable Places (Federal STP) funding ($48,000) with the required local match of $12,000 provided by the City of Shawnee, Kansas.

COMMITTEE ACTION:
The MARC Board authorized the award of the PSP funds to the five projects and the receipt of their local match on September 25, 2018.

RECOMMENDATION:
Authorize the Executive Director to enter into agreement for the following:
1. Gladstone: Agreement with Confluence for the North Oak Complete Streets project for an amount not to exceed $159,700.
2. Kansas City, Missouri - Linwood: Agreement with WSP USA for Linwood Corridor Complete Street and Bikeway Connections project for an amount not to exceed $122,500.
3. **Roeland Park:** Agreement with Confluence for Roe Boulevard and Johnson Drive Corridor Plan project for an amount not to exceed $100,000.

4. **Shawnee:** Agreement with TranSystems for RE-Imagine 75th: A Pedestrian, Streetscape and Amenity Corridor Design Guide project for an amount not to exceed $60,000.

**STAFF CONTACT:**
Beth Dawson  
Martin Rivarola  
Ron Achelpohl
**ISSUE:**
VOTE: Authorize submission of a grant application to the U.S. Environmental Protection Agency (EPA) for a Regional Brownfield Coalition Assessment

**BACKGROUND:**
MARC has participated in and supported various brownfield initiatives over many years, including the current OneKC Brownfields Coalition overseen by the city of Kansas City, Missouri. Brownfields are former industrial or commercial sites where future use is affected by real or perceived environmental contamination. At this time, MARC proposes to submit a brownfield coalition assessment grant in partnership with the City of Kansas City, Missouri, Jackson County, and the Unified Government. An MOA among the project partners will guide the distribution of funds and the mechanisms for implementing the assessment work.

At least $400,000 of the grant funds will be used to conduct environmental assessments on approximately 20 properties during the three-year grant. Competitive procurement processes will be used to obtain appropriate technical consulting services. Assessments will be targeted along the Prospect Avenue and Independence Avenue corridors in Kansas City, Missouri, and along Park Drive in Kansas City, Kansas. Funds are anticipated to support sustainable redevelopment activities in transit corridors and HUD-supported CHOICE Opportunity Zones. MARC will seek to leverage brownfield funds with other related regional initiatives and plans such as Planning Sustainable Places, Smart Moves, the regional Green Infrastructure Framework, and the Comprehensive Economic Development Strategy Plan.

**BUDGET CONSIDERATIONS:**

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**RECOMMENDATION:**
Approve submission of a Regional Brownfield Coalition Assessment grant application to EPA for $600,000. If approved, authorize the executive director to execute agreement with EPA as well as a Memorandum of Agreement with project partners.

**STAFF CONTACT:**
Tom Jacobs
Marlene Nagel
ISSUE:
REPORT AND VOTE: Authorize application to the REACH Healthcare Foundation and Health Forward Foundation for funding to support a Regional Complete Count Initiative for the 2020 Census, and authorize formation of a Regional Complete Count Committee

BACKGROUND:
In October, the Board heard a presentation from representatives of the REACH Healthcare Foundation and Health Forward Foundation on the need to promote a complete count for the 2020 Census. Every 10 years, the US Census Bureau conducts a census of all persons and households. The purpose of the decennial census defined in the US Constitution is to apportion representation in Congress and allocate taxes among states. The 2020 Census presents new challenges, including changes in the way in which the Census will be conducted (persons will be asked for fill out the survey online); more people with limited English proficiency; greater distrust of government; and limited digital skills among certain populations.

The Census Bureau is encouraging local communities to form Complete Count Committees, asking community leaders to help organize communications efforts and promote a complete count. MARC has been asked by area foundations to assist in coordinating efforts for a complete count in the Kansas City region, and both providing assistance to local communities in forming their own complete count committees and the formation of a Regional Complete Count Committee have been recommended.

The REACH Healthcare Foundation and the Health Forward Foundation have agreed to provide initial funding to MARC to support work around complete count committees, including data and analysis to identify hard-to-count areas, and convening of partner organizations to develop a communications plan for promotion beginning later this year and into the first and second quarters of 2020. The budget covers initial work for the first six months of 2019.

The Regional Complete Count Committee will include local government leaders, nonprofit organization and business representatives, faith-based leaders and others. Members of the MARC Board are asked to consider serving on the committee and recommending individuals from their communities who could help with a regional effort. The committee is expected to begin meeting in late February/early March and meet monthly through March 2020.

BUDGET CONSIDERATIONS:

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<th>REVENUES</th>
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RECOMMENDATION:
Authorize the executive director to submit an application for $86,356 to the two health foundations as described above, and accept funds if awarded. Authorize the formation of a Regional Complete Count Committee and consider board and community member representation.

STAFF CONTACT:
Marlene Nagel
Frank Lenk
Catherine Couch
**ISSUE:**
VOTE: Authorize application to the Council for Adult and Experiential Learning for funding and technical assistance to incorporate inclusive prosperity into regional workforce development/human capital work

**BACKGROUND:**
Effective inclusive workforce development efforts play a critical role in reducing inequity and spurring economic opportunity. The Brookings report, Prosperity at a Crossroads, identified diversity and inclusion as enablers of a strong regional economy. The Council for Adult and Experiential Learning (CAEL) assists communities in strengthening their workforce and economic development systems.

CAEL has partnered with the ECMC Foundation and JP Morgan Chase & Company to help five regional organizations work together as a learning community to drive impactful talent strategies around inclusive development. The opportunity includes a stipend of $60,000 to cover participation by MARC and partners and technical assistance from national experts on workforce and economic development. The technical assistance providers include the International Economic Development Council, Avalanche Consulting (national strategy planning firm), Quest Site Solutions, and Burning Glass Technologies.

The project involves three phases, including planning and landscape analysis using the Brookings Institution’s framework for inclusive growth; setting priorities and developing strategies to incorporate inclusive growth in the region’s workforce development efforts; and an implementation phase to begin carrying out strategies and establishing tracking mechanisms.

**COMMITTEE ACTION:**
This work will be led by the GradForce KC Steering Committee and the KC Rising Human Capital Steering Committee.

**RECOMMENDATION:**
Authorize the executive director to submit an application to CAEL, and if the Kansas City area is selected, to accept funds of up to $60,000 and technical assistance support over 18 months.

**STAFF CONTACT:**
Marlene Nagel
Erika Garcia-Reyes
ISSUE:
VOTE: Authorize application to HUD for funding to support capacity building for the Homelessness Management Information System (HMIS)

BACKGROUND:
The Homeless Management Information System (HMIS) is an internet-based data collection software application designed to capture information about the numbers, characteristics, and needs of homeless persons and those at risk of homelessness over time. Agencies receiving HUD and other federal grant funds are required to use the system to track and report on services.

The HMIS project currently serves 33 agencies, and an additional 10-12 agencies have expressed interest in use of the system. When MARC undertook the initial transition of data and set-up of agencies in the new system, each agency was able to determine the program and service set-up for its own organization. MARC has determined that several challenges exist with this process, both in serving the existing users well and in enabling additional agencies to become system users. These challenges include the need for consistency in program and service set-up; training for agency users to ensure complete and accurate data entry; and greater consistency regarding set-up regarding data sharing.

The grant application seeks funds for a two-year time period to support capacity building to improve program and service set-up for existing agencies; work with 10-12 new agencies to bring them on board for use of the system; train existing and new users; and clarify data sharing policies and procedures among existing and new users, particularly for agencies with clients with data that needs greater levels of protection (e.g., domestic violence, HIV, mental health, substance abuse).

BUDGET CONSIDERATIONS:
HUD is accepting applications in two phases. The first phase is to identify applicants with the greatest needs and opportunities to improve capacity; and the second phase to detail the work to be completed and budget detail. MARC is working to submit the phase 1 application. If accepted in phase 1, a budget will be developed for phase 2.

COMMITTEE ACTION:
MARC has a HMIS Oversight Committee and works closely with the two Continua of Care organizations. These groups will be asked to review and offer comments on the application.

RECOMMENDATION:
Authorize the executive director to submit an application to HUD for a capacity building grant for the HMIS project in an amount not to exceed $150,000.

STAFF CONTACT:
Marlene Nagel
Sherry Ellis
ISSUE:
VOTE: Authorize a contract with AT&T to provide Ethernet Service for Regional 911 Public Safety Answering Points

BACKGROUND:
MARC’s regional 911 system uses AT&T T-1 circuits in some parts of the region to transmit 911 calls and data to Public Safety Answering Points (PSAPs). T-1 circuits are antiquated technology and AT&T is phasing these data circuits out of commission, replacing them with Ethernet Circuits. AT&T has provided pricing for 60 months of Ethernet service to eight locations in the region, eliminating the existing T-1 circuits. AT&T is waiving the termination fee in the cases where the T-1 circuits are still under contract.

BUDGET CONSIDERATIONS:
The cost of the Ethernet Circuits is part of the monthly allocation bill sent to the counties and was included in the 2019 budget approved by the Public Safety Communications Board. The Ethernet Circuits will cost $5,230 monthly. Cost for the entire 60-month contract is $313,800.

COMMITTEE ACTION:
This action was approved by the Public Safety Communications Board in December 2019.

RECOMMENDATION:
Authorize the executive director to enter into an agreement with AT&T to replace antiquated T-1 circuits with Ethernet Circuits to eight locations in the region at a monthly cost of $5,230 for 60 months, for a total contract cost $313,800.

STAFF CONTACT:
Eric Winebrenner
ISSUE:

VOTE: Authorize grant applications to Kansas and Missouri agencies to support the Mid-America Local Emergency Planning Committee and the regional Health Care Coalition

BACKGROUND:

MARC’s Emergency Services programs help ensure the region’s ability to prepare, respond and recover with coordinated plans and high-quality training, technology and equipment. This request covers three grant applications:

1. Authorization is sought to apply for and accept grant funding from the Kansas Division of Emergency Management on behalf of the Mid-America Local Emergency Planning Committee. The annual Hazardous Materials Emergency Planning (HMEP) grant from the Kansas Department of Emergency Management is one of the two primary funding sources that support the work of the LEPC. The Kansas application includes planning funds in the amount of $30,000, and $25,000 for training activities. The grant will support HazMat training, enhancing emergency response plans, hazard analysis, and other appropriate activities. The performance period for the FY20 grant is Sept. 1, 2019–Aug. 31, 2020. A 20 percent in-kind or cash local match is required, and will be met through documented time of local emergency services personnel supporting the work. Total grant is $55,000.

2. Authorization is requested to make application and accept funding for 2019-2020 Mid-America LEPC funding from Missouri through the state’s Chemical Emergency Planning Fund (CEPF). The LEPC collects and maintains information on the types and quantities of hazardous materials at facilities throughout the metropolitan area, develops and updates a regional hazardous materials plan, conducts hazardous materials training courses and exercises, provides technical assistance to counties in developing their local operational plans, monitors legislation and works on state and federal public policy issues related to hazardous materials and emergency response.

The Missouri CEPF dollars are awarded to each of the Missouri counties (Cass, Clay, Jackson, Platte and Ray) in the Mid-America LEPC. This funding is used to support the operations of the LEPC including training, outreach and staff support. For the 2019-2020 funding cycle, approximately $62,300 is available to the Mid-America LEPC from this fund.

3. Authorization is sought to make application for and accept $377,500 for the ASPR FY18 Hospital Preparedness Program grant from the Missouri Department of Health and Senior Services. MARC administers the ASPR program on behalf of the health care coalition (including hospitals, public health departments, emergency management agencies and EMS) in Missouri’s Highway Patrol Region A. This grant will be used to strengthen and enhance the readiness of the public health and the health care delivery systems to save lives during emergencies that exceed day-to-day capacities and capabilities. The grant performance period is July 1, 2019–June 30, 2020.

MARC staff are working with the LEPC and Hospital Committees to finalize work plans and budgets for these three grants.
RECOMMENDATION:
1) Authorize the application for and acceptance of $55,000 in FY19 hazmat planning and training funds through the Kansas Division of Emergency Management;
2) Accept $62,300 from the Missouri Chemical Emergency Preparedness fund for hazardous materials planning, training and exercises;
3) Accept $377,500 for health care coalition preparedness through the Missouri Department of Health & Human Services.
4) Authorize the Executive Director to enter into agreements with Cass, Clay, Jackson, Platte and Ray counties in Missouri for administration of the Mid-America LEPC.

STAFF CONTACT:
Erin Lynch
Cynthia Chancellor
ISSUE:

VOTE: Authorize equipment purchases to support law enforcement specialty response teams and mass fatality management

BACKGROUND:

MARC’s Emergency Services programs help ensure the region’s ability to prepare, respond and recover with coordinated plans and high-quality training, technology and equipment. The following expenditures will support critical equipment needs.

1. The Kansas City region has a variety of critical infrastructure and large public venues that could be potential terrorist targets. Threat Hazard Identification and Risk Assessments (THIRA) for both the metropolitan area and the state of Missouri identified a need to maintain a specialized SWAT/Tactical team & Explosive Ordnance Disposal (EOD) capability within the region to interdict and disrupt imminent or follow-on terrorist attacks in a range of environments.

The Regional Homeland Security Coordinating Committee recommends approval of the purchase of law enforcement specialty team equipment for the region’s enhanced tactical teams and bomb squads. The purchase will help preserve these regional capabilities by addressing their most critical equipment replacement needs to sustain minimal capability. Funding is from the Kansas & Missouri Homeland Security fiscal year 2018 grants. Requested equipment purchases include:

- Three Ezcore II 55G Tactical Disruptors with Ezlift trailers (large vehicle bomb disruptor, e.g. bomb disabling system), one each for the Lee’s Summit, Overland Park & Olathe Police Departments. Cost $55,500.
- Tactical - Endeavor Robotics 510 Packbot Robotic System. This replacement robot will provide safer tactical responder entry and will enhance the ability for local personnel to perform multi-missions: bomb disposal, surveillance and reconnaissance, CBRNE detection and HazMat handling operations. The robot will also have the ability to climb stairs and navigate narrow passages, relay real-time video, audio and sensor data while the operator stays at a safer, standoff distance. The robot would be provided to the Kansas City Police Department. Total Cost $142,132.24. Funding is through the Missouri FY18 Homeland Security Grant and is a sole-source purchase. Approval is also requested to execute a memorandum of understanding with the Kansas City Board of Police Commissioners to cost-share the Robotic System. The MOU provides for the Board of Police Commissioners to reimburse MARC $9,567.24 of the total robotic system cost.

2. The goal of the regional mass fatality capability is to initiate mass fatality management operations for up to 500 fatalities, including safe body recovery, receipt and victim identification; decontamination; transportation and storage, working with state and local authorities to provide temporary mortuary solutions; sharing information for the purpose of reunifying family members and caregivers with missing persons/remains; and providing counseling to the bereaved.
AGENDA REPORT
Budget and Personnel Committee

The RHSCC requests approval to upgrade hardware and software on current MinXray Unit Model CMDR-2S from wired to wireless for the Jackson County Medical Examiner. This equipment would be used on every victim in a Mass Fatality Incident. X-raying assists in making positive IDs. This upgrade will decrease the time it takes to process mass fatality victims. The cost is $29,500 to upgrade hardware/software for one existing unit. Funding is through the Missouri FY18 Homeland Security grant and is a sole-source purchase.

RECOMMENDATION:
Authorize the expenditure of homeland security funds and cost-sharing MOU as described above.

STAFF CONTACT:
Erin Lynch
Cynthia Chancellor
ISSUE:
VOTE: Approve the minutes of the December 18, 2018 meeting

BACKGROUND:
The minutes of the December 18, 2018 meeting are enclosed.

RECOMMENDATION:
Approve the minutes of the December 18, 2018 meeting.

STAFF CONTACT:
David Warm
Mary Laird
CALL TO ORDER
Commissioner Harold Johnson called the meeting to order at 11:15. Self-introductions were made.

FINANCIAL AND PROGRAM REPORTS AND DISCUSSION

REPORT AND VOTE: APPROVE THE REVISED 2018 AND PROPOSED 2019 BUDGET
Carol Gonzales provided an overview of the financial portions of the draft 2019 Budget, noting that the work plan section would be reviewed at the full Board meeting to follow. She directed the Board’s attention to pages that outlined MARC’s fund structure, and highlighted a few key points about each fund. She said that the general fund supports administrative and operational functions; most of the revenues in the General Fund are restricted, with a smaller amount of unrestricted funds (including local government dues) that allow MARC has some discretion in spending. She noted that
the capital outlay category showed a negative balance because the funds are spent and then repaid over time. She also highlighted that MARC carries a reserve for total earned vacation and sick leave dollars, unlike many cities and counties. Ms. Gonzales said that the Special Revenue Fund is the largest fund, where revenues and expenses for more than 100 grants are documented. Revenues are recognized as expenses are incurred, resulting in this fund always having a zero balance. Indirect and fringe benefit costs are shown as expenses charged to each grant using the rates negotiated with the federal government. The Enterprise Fund includes programs that operate more like businesses, charging fees for services. She noted that all of the programs that fit this model were consolidated into this fund for 2019, which explains the significant difference between 2018 and 2019 totals. She also discussed the Indirect and Clearing Fund and the 911 Capital Fund, which are accounted for in a new way in this budget compared to past years. She then called the Board’s attention to schedules that show the total agency revenues and expenses by cost category, providing a big picture view of the proposed 2018 revisions and 2019 budget.

DISCUSSION: Commissioner Johnson complimented the new format, saying it is progressive and forward looking. He liked how it highlighted changes, explained indirect costs and included a glossary of terms. Commissioner Rob Roberts also offered his compliments to the staff.

MOTION: Commissioner Roberts moved for approval and Councilmember Carol Suter seconded. The motion passed.

REPORT AND VOTE: APPROVE LOCAL GOVERNMENT DUES FOR 2020
Ms. Gonzales reported that city and county dues support MARC programs in a number of ways. Although they make up a very small part of MARC’s overall budget, they are unrestricted funds that can be used to support new programs and as match for grants. Since 2013, local dues have increased by 2 percent each year. Invoices for 2019 dues will be sent soon, and MARC typically includes an estimate of the dues increase planned for the following year to allow local governments time to update their budgets. This year, MARC is recommending asking for a 3 percent increase in local government member and voluntary dues, GTI and GIF membership dues and Aging Match fees for 2020. The move from 2 percent to 3 percent will generate an additional $7,846 in revenue for the year. She called the board’s attention to an attachment that provided details by jurisdiction for 2019 dues and proposed 2020 dues.

DISCUSSION: Commissioner Johnson asked how dues collection had gone for 2018 and Becky Hall said that 100 percent of member and voluntary dues had been paid.

MOTION: Commissioner Jimmy Odom moved for approval and Commissioner Ron Shaffer seconded. The motion passed.

REPORT AND VOTE: AUTHORIZE AN AGREEMENT WITH RUBINBROWN FOR THE 2018 AUDIT
Ms. Gonzales reported that MARC has contracted with RubinBrown to complete annual audits for the fiscal years 2016 through 2020. The 2018 audit will begin soon. She provided an estimate of the fees for the 2018 audit, which include a base fee of $70,760 and $5,000 for one additional major program, for a total of $75,700.

DISCUSSION: Commissioner Johnson asked about the fee for the additional major program, and Ms. Gonzales said the base fee includes audits of three programs; if a fourth is required, the additional $5,000 fee would be added. We anticipate the fourth program audit will be required in 2018, similar to 2016.

MOTION: Commissioner Roberts moved for approval and Commissioner Bob Holland seconded. The motion passed.
APPROVE CONTRACTS, GRANTS AND OTHER MAJOR EXPENDITURES

VOTE: AUTHORIZE CONSULTANT CONTRACTS FOR THREE PLANNING SUSTAINABLE PLACES PROJECTS IN INDEPENDENCE, KANSAS CITY, AND NORTH KANSAS CITY, MO.
Ron Achelpohl presented three contracts for Planning Sustainable Places (PSP) grants for approval and noted that the Board could address all three with a single vote if so desired. When MARC awards grants to local government for PSP projects, MARC holds the contracts; project leads and local match are provided by the local sponsors. Mr. Achelpohl referred to details in the packet on the three project, which include (1) City of Independence - planning for a preferred transit route to connect the Harry S Truman Presidential Library and Museum to the Englewood Business District through the city's historic square; (2) City of Kansas City, Missouri - a study of three nodes along 63rd Street between Troost and Wornall, with design concepts to improve pedestrian safety, accessibility and mobility; and (3) City of North Kansas City - Development of a master bike plan for the city. Mr. Achelpohl reviewed the RFP process, advisory committee review process and local matching funds for each project and recommended approval of contracts with WSP not to exceed $121,000 (Independence); SWT Design not to exceed $130,575 (Kansas City); and BikeWalk KC not to exceed $83,000 (North Kansas City).

MOTION: Councilmember Curt Skoog moved for approval. Commissioner Odom seconded. The motion passed.

VOTE: APPROVE CONTRACT EXTENSIONS WITH COMMENCEO AND RAMBIS FOR 911 SYSTEM MAINTENANCE SERVICES
Eric Winebrenner reported that MARC's current 911 maintenance agreement with Commenco expires January 31, 2019; a new amended agreement will cover the one-year period between February 1, 2019, and January 31, 2020. Commenco will provide maintenance services covering all of the 911 equipment owned by MARC, including the two wireless selective routers, the back room equipment located at each public safety answering point (PSAP) and the MARC training center, the computer equipment located with the routers and at the PSAPs, and the interconnecting network equipment. The cost is $886,319.87.

The current RAMBIS maintenance agreement expires February 28, 2019. The amended agreement will cover the one-year period between March 1, 2019, and February 28, 2020. Commenco agrees to provide maintenance and repair services for the 11-site RAMBIS radio system. This includes alarm monitoring, performing preventive maintenance, running system health reports, troubleshooting of alarm conditions, configuration of equipment and restoration of systems back to normal operating condition. The cost is $82,523.52.

Mr. Winebrenner noted that the Public Safety Communications Board had approved both extensions earlier in the month and recommended Board approval.
DISCUSSION: Commissioner Johnson asked where the funds will come from and Mr. Winebrenner said they would be covered by county appropriations.

MOTION: Commissioner Odom moved for approval and Commissioner Holland seconded. The motion passed.

VOTE: APPROVE SOFTWARE SUPPORT AGREEMENT WITH DATAMASTER FOR LOCATION INFORMATION ON ALL 911 CALLS
Mr. Winebrenner reported that the software that provides automatic location information for 911 calls used to fall under Commenco’s maintenance agreements, but is now broken out under a separate direct agreement between MARC 911 Datamaster, the software manufacturer. The total annual cost of $48,989 is included in the 911 budget and was approved by the Public Safety Communications Board.
MOTION: Councilmember Suter moved for approval and Commissioner Shaffer seconded. The motion passed.

VOTE: APPROVE THE PURCHASE OF EVENTTRACKER LOG MANAGER SOFTWARE FOR 911 SECURITY MONITORING EFFORTS
Mr. Winebrenner requested approval to purchase EventTracker Log Manager Software to enhance 911 security monitoring efforts. The Event Tracker software captures logs from servers, workstations and switches and presents them in an easily consumable format for review. These logs are especially helpful when trying to troubleshoot system failures, and in the instance of a security breach, will be capable of providing important forensic data for investigation efforts. The total cost is $38,109. The expenditure is included in the 911 budget and was approved by the Public Safety Communications Board.

MOTION: Commissioner Odom moved for approval and Councilmember Marge Vogt seconded. The motion passed.

CONSENT AGENDA (ADMINISTRATIVE MATTERS AND MINOR EXPENDITURES)
Commissioner Johnson asked for a motion to approve the consent agenda, which included TWO items:
   a) Approve the minutes of the November 27, 2018 meeting
   b) Amend contract with UrbanSim, Inc. for land use modelling services

MOTION: Commissioner Shaffer moved for approval and Councilmember Suter seconded. The motion passed.

OTHER BUSINESS
Commissioner Johnson asked if there was any other business and none was presented.

ADJOURNMENT
The meeting was adjourned at 11:54 a.m.

MINUTES APPROVED:

Harold Johnson Jr., Chair

Date