March 26, 2019
** NOTE TIME CHANGE 11:30 a.m. **
MARC Conference Center - 2nd Floor - Heartland Room

AGENDA

1. Approve Contracts, Grants and Other Major Expenditures

   EARLY LEARNING/HEAD START
   a. VOTE: Approve part-time Head Start enrollment reductions for fall 2019 to accommodate expanded full-day programming
   b. VOTE: Approve an amendment to MARC’s contract with The Family Conservancy for Head Start Professional Development Services

   AGING AND ADULT SERVICES
   c. Authorize SFY 2019 Aging contracts with community centers for disease prevention and health promotion

   TRANSPORTATION AND ENVIRONMENT
   d. VOTE: Authorize contracts with FHWA and other project partners to receive funds for the Central Plains Heartland Technology Plan
   e. VOTE: Authorize contract extension with Olsson Associates for Traffic Signal Timing and Engineering Support services for the Operation Green Light program
   f. VOTE: Authorize contract extension with TransCore ITS Inc. for software support for the Regional Traffic Signal System for the Operation Green Light program

   COMMUNITY DEVELOPMENT
   g. VOTE: Authorize an agreement with Jackson County, Missouri, for facilitation services for the Jackson County Charter Review Commission
   h. VOTE: Authorize an agreement with Madison West/Shockey Consulting to support preparation of a communications/outreach plan for the KC Regional 2020 Census Complete Count Committee

2. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
   a. Approve the minutes of the February 26, 2019 meeting

3. Other Business

4. Adjournment

www.marc.org
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.
AGENDA REPORT
Budget and Personnel Committee

March 2019
Item No. 1-a
Early Learning Department
Head Start Program

ISSUE:
VOTE: Approve part-time Head Start enrollment reductions for fall 2019 to accommodate expanded full-day programming

BACKGROUND:
As part of the annual enrollment planning process, each of MARC’s Direct Service Providers were asked to submit requests for changes in enrollment and program options by January 2019. Programs were asked to consider needed changes to program hours, length of day, number of days per year, and number of Head Start or Early Head Start slots to be served. Provider agencies were asked to include data such as the previous year’s enrollment, waitlist information, and community data to support the need for proposed changes. MARC is recommending approval of changes in enrollment for the following agencies:

- Independence School District - Reduce Head Start slots from 368 to 311 (-57 slots) to accommodate increased full day programming for Head Start slots and reduce Early Head Start enrollment from 34 to 16 (-18 slots).
- Raytown School District - Reduce Head Start enrollment from 68 to 51 slots (-17 slots) to accommodate increased full day programming.
- Learn a Lot Academy - Increase Head Start enrollment from 20 to 40 (+20 slots) and Early Head Start enrollment from 8 to 26 (+18 slots) at a second location in Raytown to better meet community needs.
- Excelsior Springs School District - Increase Head Start enrollment from 20 to 40 (+20 slots) to better meet community needs.

<table>
<thead>
<tr>
<th>Enrollment changes</th>
<th>Slots Reduced</th>
<th>Slots Added</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>-74</td>
<td>+40</td>
<td>-34</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>-18</td>
<td>+18</td>
<td>0</td>
</tr>
</tbody>
</table>

These changes will result in an overall reduction in Head Start enrollment by 34 slots. Early Head Start enrollment will remain stable.

BUDGET CONSIDERATIONS:

<table>
<thead>
<tr>
<th>REVENUES (TOTAL HEAD START GRANT)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Administration for Children and Families</td>
</tr>
</tbody>
</table>

PROJECTED EXPENSES (THIS PROPOSED CHANGE)

<table>
<thead>
<tr>
<th>Personnel (salaries, fringe, rent)</th>
<th>12-month contract totals effective August 2019:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>Early Head Start</td>
</tr>
<tr>
<td>Independence School District</td>
<td>Head Start: 2,985,600.00</td>
</tr>
<tr>
<td>Raytown School District</td>
<td>Head Start: 382,500.00</td>
</tr>
<tr>
<td>Learn a Lot Academy</td>
<td>Head Start: 300,000.00</td>
</tr>
<tr>
<td>Excelsior Springs School District</td>
<td>Head Start: 300,000.00</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td></td>
</tr>
</tbody>
</table>
RECOMMENDATION:
Approve Mid-America Head Start’s proposed changes in enrollment and reduction of 34 part-time Head Start slots to accommodate expansion of full day programming in the 2019 school year.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Approve an amendment to MARC’s contract with The Family Conservancy for Head Start Professional Development Services.

BACKGROUND:
The term of MARC’s original contract with The Family Conservancy for professional development services extended from August 1, 2018, through December 31, 2018, with a total maximum compensation of $125,000.

This contract provides professional development services for staff at 14 of MARC’s Head Start Direct Service Provider agencies. Services include large group and individual professional development support and training. Examples of the services provided under the contract include: CPR Trainings, Child Abuse and Neglect Trainings, planning and implementing a wellness conference, planning and implementing a preservice conference, Head Start 101 Trainings, Child Development Associate (CDA) supports, and professional development training and planning specific to Tier 1 and Tier 2 programs. Tier 1 and Tier 2 programs have approximately 215 staff members who are supported by this contract. MARC Head Start staff are also supported by some of the trainings/conferences.

The amendment would continue these professional development services through July 31, 2019 and increase the maximum amount of compensation by $116,667. The new contract maximum amount will be $241,667 for the 12-month period from August 1, 2018, through July 31, 2019.

BUDGET CONSIDERATIONS:
Funding for the extension of this contract was included in the MAHS budget for FY19.

<table>
<thead>
<tr>
<th>REVENUES (TOTAL HEAD START GRANT)</th>
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<tbody>
<tr>
<td>Amount</td>
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<tr>
<td>Source</td>
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<table>
<thead>
<tr>
<th>PROJECTED EXPENSES (THIS CONTRACT EXTENSION)</th>
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<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
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<tr>
<td>Contractual</td>
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<tr>
<td>Other (supplies, printing, etc.)</td>
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RECOMMENDATION:
Approve a contract amendment with The Family Conservancy for professional development services to extend through July 31, 2019, and increase the maximum amount of this contract to $241,667.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize SFY 2019 Aging contracts with community centers for disease prevention and health promotion

BACKGROUND:
During most of SFY 2019, MARC has built capacity in the development and offering of disease prevention and health promotion programming. Packaged courses under this classification, usually delivered in a classroom environment, help clients self-manage chronic conditions, reduce the risk of fall injuries, or change behavior in other ways that promote health.

To enhance systematic provision of these programs, current community centers have trained staff and developed internal processes to ensure that the programs are high quality and meet national fidelity standards. A market rate for program reimbursement was determined and is designed to ensure sustainability of program provision throughout the region.

This rate, based on the number of individuals who count as completing the evidence-based course by attending a designated number of sessions, is ready for incorporation into existing community center contracts.

MARC will administer four courses for the remainder of SFY 2019:

- Stepping On (Wisconsin Institute for Healthy Aging)
- A Matter of Balance (MaineHealth)
- Chronic Disease Self-Management Program (Self-Management Resource Center)
- Aging Mastery Program (National Council on Aging)

BUDGET CONSIDERATIONS:
The State Unit on Aging pre-approved MARC’s four SFY 2019 programs for expenditures under Title III-D of the Older Americans Act. Contract community centers are reimbursed for each completer plus the cost of course materials for that completer (varying from a few dollars to $75, depending upon the course in question). The funding for up to 71 completers in the KC region originates from the Missouri Association of Area Agencies on Aging’s (MAA4’s) Administration for Community Living grant.

<table>
<thead>
<tr>
<th>RESPONDENT</th>
<th>REIMBURSEMENT SCHEDULE</th>
<th>DOLLAR AMOUNT (Pool)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Palestine Senior Activity Center</td>
<td>$100/completer* plus cost of materials for each completer</td>
<td></td>
</tr>
<tr>
<td>Vesper Hall (City of Blue Springs)</td>
<td></td>
<td></td>
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<tr>
<td>Guadalupe Centers</td>
<td></td>
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<tr>
<td>City of Liberty</td>
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<tr>
<td>Shepherd’s Center Central of KC</td>
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<tr>
<td>Palmer Center (City of Independence)</td>
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<tr>
<td>Don Bosco Center</td>
<td></td>
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<tr>
<td>Cass County Council on Aging</td>
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<td></td>
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<tr>
<td>City of Belton</td>
<td></td>
<td></td>
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<tr>
<td>City of Excelsior Springs</td>
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</tr>
</tbody>
</table>
RECOMMENDATION:
Authorize SFY 2019 Aging contracts with community centers for disease prevention and health promotion

STAFF CONTACT:
James Stowe
Tane Lewis
ISSUE:
VOTE: Authorize contracts with FHWA and other project partners to receive funds for the Central Plains Heartland Technology Plan

BACKGROUND:
As part of MARC’s work to consider emerging transportation trends that may impact the region, staff worked with the Federal Highway Administration and the Civic Council of Greater Kansas City to hold a workshop on the implications of megaregions for the central plains/heartland states in May 2018. The workshop convened public and private-sector transportation stakeholders from the major metropolitan areas in Illinois, Iowa, Kansas, Missouri and Nebraska and identified a range of transportation issues that might best be considered from a multi-state or multi-jurisdictional perspective.

Shortly after the workshop, FHWA announced a funding opportunity for a new planning program called “National Economic Partnerships for Innovative Approaches to Multi-Jurisdictional Coordination”. MARC staff worked with the Civic Council and partners from Des Moines, Omaha, St. Louis, Wichita, and our respective states to apply for funds to address emerging freight technologies, which one of the high priorities identified at the 2018 workshop.

In March 2019, we were informed that our proposal for the Central Plains Heartland Freight Technology Plan was selected for funding. This project will develop a multi-jurisdictional, implementable plan to address freight, safety and economic development for the states and major metropolitan areas of the Central Plains/Heartland region. This plan will be developed through a unique public-private partnership of metropolitan planning organizations and state departments of transportation along with academic, business and industry leaders in the five Central Plains/Heartland states of Illinois, Iowa, Kansas, Missouri and Nebraska. Staff will provide more information about the project at the meeting.

BUDGET CONSIDERATIONS:
The FHWA funds will require a minimum 20 percent non-federal match, to be provided by project partners.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$250,000</td>
<td>FHWA</td>
</tr>
<tr>
<td>Source</td>
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<td></td>
</tr>
<tr>
<td>Amount</td>
<td>$62,531</td>
<td>Project partners (includes $5,685 from MARC)</td>
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<tr>
<td>Source</td>
<td></td>
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<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>Amount (estimated)</th>
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</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>$12,531</td>
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<tr>
<td>Contractual</td>
<td>$294,000</td>
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<td>Pass-Through</td>
<td>$0</td>
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<td>Other (supplies, printing, etc.)</td>
<td>$6,000</td>
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RECOMMENDATION:
Authorize the executive director to enter into contracts with FHWA and other project partners to receive funds for the Central Plains Heartland Technology Plan.

STAFF CONTACT: Ron Achelpohl
ISSUE:

BACKGROUND:
Operation Green Light (OGL) is a regional traffic signal coordination and operations program involving local governments and the state departments of transportation in Kansas and Missouri. This initiative improves regional traffic flow, air quality and fuel consumption. As a key part of this work, OGL develops and implements traffic signal timing plans in cooperation with participating state and local governments and monitors real-time operations on roadway intersections in the system. Continued traffic signal timing and engineering support services are integral to the successful operation of the OGL program.

These services are needed to continue efforts to keep signal timing at its peak level of performance at the more than 730 traffic signals that OGL currently supports for 26 agencies and over 1,500 traffic signals supported by the regional software.

MARC’s Board of Directors approved the original contract with Olsson Associates in January 2016 with a notice to proceed of March 18, 2016. The contract is set to expire in March 2019. This request is to extend the contract and amount for an additional year. This extension is needed to complete current project initiatives and allow time for a new RFP process and support contract to be put in place.

The additional year will allow OGL to continue work that is now underway and requires additional time to complete. The work includes strategic planning, traffic incident diversion development, technology assessment, and performance management as well as ongoing signal timing and engineering support.

BUDGET CONSIDERATIONS:
Funds for this contract are included in the Operation Green Light operations budget. This work is funded through participating local government contributions for this program.

RECOMMENDATION:

STAFF CONTACT:
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Authorize a contract extension with TransCore ITS Inc. for software support for the Regional Traffic Signal System for the Operation Green Light program

BACKGROUND:
MARC’s Operation Green Light (OGL) program operates a regional traffic signal coordination program 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 26 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. As part of this work, OGL develops and implements traffic signal timing plans on all signalized intersections in the system and maintains and operates a wireless and fiber-optic communications network.

The traffic signal system software is “the sole and exclusive property of TransCore.” Neither MARC nor its partners own this software but have purchased a regional license for the usage and operation of the software system by the OGL project partners. TransCore provides continued technical support including new functionality as well as fixes on ongoing technical support to the OGL partners through this contracted service.

In October 2018, a no-cost supplemental agreement was approved to extend the contract for an additional year. Since that time, financial projections and regional needs require additional funds to allow for work to continue through October 2019. The current contract allows for one additional year beyond this before seeking new bids.

BUDGET CONSIDERATIONS:
This contract will be funded through Federal STP program administered by the Kansas and Missouri Departments of Transportation. Partner agencies will provide the matching funds.

RECOMMENDATION:
Authorize the executive director to enter into a contract extension with TransCore ITS Inc. for Traffic Signal System Software Support Services for the Operation Green Light Program through October 31, 2019, in an amount not to exceed $80,000.

STAFF CONTACT:
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Authorize an agreement with Jackson County, Missouri, for facilitation services for the Jackson County Charter Review Commission

BACKGROUND:
The Jackson County Charter obligates the county executive to periodically, no less than every 10 years, convene a commission to review the charter. Jackson County Executive Frank White is in the process of appointing the next charter commission and invited MARC to submit a proposal to support the work of the commission. MARC was invited to submit because of its unique role as the nonprofit association of city and county governments and its policy goal of supporting effective local government.

MARC’s Government Training Institute (GTI) prepared a proposal to act as the neutral facilitator to guide and support the charter commission review process. The proposed process involves a combination of interviews with county officials, open public engagement, stakeholder focus groups, best practices research and legal review. Six meetings of the commission are anticipated to prepare, adjust and finalize recommendations for compilation in a final report for the Jackson County Legislature. The process is estimated to take approximately one year and conclude in early spring of 2020 to allow time for the legislature to consider adding charter revisions to the August ballot. The Jackson County Legislature is scheduled to act on the agreement on Monday, March 25, 2019.

If the agreement is approved by the MARC Board and Jackson County, MARC will engage subcontractors to complete aspects of the work that exceed the expertise or capacity of in-house staff. MARC sought qualifications and tentatively identified partners to assist with these services. MARC plans to engage Vireo (Triveece Penelton and Lindsay French) to lead public engagement, public relations and communications. Harrison-Lee Development Consulting (Cheryl Harrison-Lee) was identified to conduct and present best practices research. Assistance will also be needed from an attorney or firm with experience in municipal law and charter ordinance research. MARC staff is evaluating legal options in coordination with Jackson County. All subcontracts are subject to review and final approval by Jackson County.

BUDGET CONSIDERATIONS:
Staff negotiated a cost of services in an amount not to exceed $150,000. Of this amount, $27,925 is estimated for MARC’s personnel expenses to coordinate the work. Of the remaining amount, $119,275 is estimated for contracted services. Finally, approximately $2,800 is reserved for direct expenses such as supplies and mileage.

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<tr>
<th>REVENUES</th>
<th>Amount</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Up to $150,000</td>
<td>Jackson County - GTI Contract for Services</td>
</tr>
</tbody>
</table>

<p>| PROJECTED EXPENSES | | |
|-------------------|-----------------|
| Personnel         | $27,925         |
| Contractual       |                 |
| Public Engagement | $38,225         |
| Research and Best Practices | $20,000         |
| Public Relations and Communications | $30,135         |</p>
<table>
<thead>
<tr>
<th>Legal</th>
<th>$30,915</th>
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</thead>
<tbody>
<tr>
<td>Other (supplies, mileage, meals, etc.)</td>
<td>$2,800</td>
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**RECOMMENDATION:**
Authorize a contract with Jackson County, Missouri, for facilitation services for the Jackson County Charter Review Commission in an amount not to exceed $150,000; and authorize the executive director to execute related subcontracts.

**STAFF CONTACT:**
Lauren Palmer
ISSUE:
VOTE: Authorize an agreement with Madison West/Shockey Consulting to support preparation of a communications/outreach plan for the KC Regional 2020 Census Complete Count Committee

BACKGROUND:
In January, the board heard a presentation about the need to form a regional Complete Count Committee to promote a complete count for the 2020 Census. 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 REACH Healthcare Foundation and the Health Forward Foundation have agreed to provide initial funding to MARC to support the work of the regional complete count committee, including preparation of a communications and outreach plan for promotion beginning later this year and into the first and second quarters of 2020.

A Request for Proposals was issued in February, and five proposals were received. A selection committee reviewed the proposals and interviewed two firms. Madison West/Shockey Consulting has been selected to assist the complete count committee with the communications plan.

BUDGET CONSIDERATIONS:

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<tr>
<th>REVENUES</th>
<th>$30,000</th>
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<tbody>
<tr>
<td>Amount</td>
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<tr>
<td>Source</td>
<td>REACH Healthcare Foundation and Health Forward Foundation</td>
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<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>$30,000</th>
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<tbody>
<tr>
<td>Contractual</td>
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RECOMMENDATION:
Authorize the executive director to negotiate an agreement with Madison West/Shockey Consulting for consulting services as described above in an amount not to exceed $30,000.

STAFF CONTACT:
Marlene Nagel
Catherine Couch
ISSUE:  
VOTE: Approve the minutes of the February 26, 2019 meeting

BACKGROUND:  
The minutes of the February 26, 2019 meeting are enclosed.

RECOMMENDATION:  
Approve the minutes of the February 26, 2019 meeting.

STAFF CONTACT:  
David Warm
Mary Laird
BUDGET AND PERSONNEL COMMITTEE
Meeting Summary
February 26, 2019
11:15 a.m.

COMMITTEE MEMBERS PRESENT
Mayor Eileen Weir, Independence, Missouri - MARC Board Treasurer
Commissioner Rob Roberts, Miami County, Kansas - MARC Board Chair
Commissioner Jimmy Odom, Cass County, Missouri - MARC Board 1st Vice Chair
Commissioner Harold Johnson Jr., Unified Government of Wyandotte County/Kansas City, Kansas - MARC Board 2nd Vice Chair
Mayor Carson Ross, Blue Springs, Missouri - MARC Board Secretary
Mayor Pro Tem Carol Suter, Gladstone, Missouri
Councilmember Curt Skoog, Overland Park, Kansas
Commissioner Doug Smith, Leavenworth County, Kansas
Councilmember Fred Spears, Overland Park, Kansas
Commissioner Brian McKiernan, Unified Government of Wyandotte County/Kansas City, Kansas
Commissioner Ed Eilert, Johnson County, Kansas

STAFF PRESENT
David Warm, Executive Director
Ron Achelpohl, Director of Transportation and Environment
Marlene Nagel, Director of Community Development
Carol Gonzales, Director of Finance and Administration
Frank Lenk, Director of Research Services
Jovanna Rohs, Director of Early Learning
James Stowe, Director of Aging and Adult Services
Eric Winebrenner, Public Safety Program Director
Becky Hall, Financial Accounting Manager
Barbara Hensley, Public Affairs Program Director
Mary Laird, Executive Assistant

CALL TO ORDER
Mayor Weir called the meeting to order at 11:15.

FINANCIAL AND PROGRAM REPORTS AND DISCUSSION

VOTE: AUTHORIZE BOARD OFFICERS TO EXECUTE NEW SIGNATURE CARDS FOR BANK ACCOUNTS
Carol Gonzales reported that MARC has three primary accounts at two banks. Due to the recent change in Board treasurer, new signature cards are needed to replace Commissioner Johnson with Mayor Weir.

MOTION: Mayor Ross moved for approval and Commissioner Odom seconded. The motion passed.
APPROVE CONTRACTS, GRANTS AND OTHER MAJOR EXPENDITURES

EARLY LEARNING HEAD START
Jovanna Rohs presented three items and asked the committee for separate votes on each.

VOTE: AUTHORIZE AN APPLICATION TO THE ADMINISTRATION FOR CHILDREN AND FAMILIES FOR A WAIVER OF REMAINING FY18 MATCHING FUNDS FOR EARLY HEAD START EXPANSION.
Ms. Rohs reported that 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. Because MARC’s Mid-America Head Start program does not provide direct services, it is often 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 FY18, the required federal match for the MAHS Early Head Start expansion grant was $599,711.00. MAHS identified contributions totaling $286,847.87, leaving a balance due of $312,863.13. Ms. Rohs said that MAHS has successfully sought similar waivers in the past. She also noted that MAHS has instituted new processes to improve its ability to capture in-kind match moving forward. She asked for board approval to submit a waiver of the remaining balance of the required nonfederal match for FY18 Early Head Start Expansion in the amount of $312,863.13.

MOTION: Councilmember Skoog moved for approval and Commissioner Johnson seconded. The motion passed.

VOTE: APPROVE CONTRACT WITH APPLIED SURVEY RESEARCH TO PROVIDE SUPPORT AND TECHNICAL ASSISTANCE TO IMPLEMENT A PRE-KINDERGARTEN READINESS SCREENER AND PARENT INFORMATION SURVEY
Ms. Rohs reported that MARC is collaborating with early learning programs to pilot a population sampling method to gather school readiness information. She asked the Board for authorization to enter into an agreement with Applied Survey Research (ASR) for an amount not to exceed $35,000 to provide support and technical assistance to implement a pre-kindergarten readiness screener and parent information survey in 30 classrooms in up to 30 early learning programs. MARC previously contracted with ASR to pilot a kindergarten readiness assessment in 60 classrooms in two area school districts in the fall of 2018. ASR has conducted high quality assessments of children’s readiness for kindergarten since 2001. Ms. Rohs said the contract would be supported by grant funding from an Ewing Marion Kauffman Foundation grant and is included in the 2019 budget.

DISCUSSION: Councilmember Spears asked if there would be any conflict between this program and the upcoming ballot issue to fund pre-K services in Kansas City, Missouri, if the voters approve it. Ms. Rohs said this program would serve all nine counties in the region and would align with the city’s potential pre-K effort but be operated separately.

MOTION: Mayor Ross moved for approval and Councilmember Spears seconded. The motion passed.

VOTE: APPROVE MID AMERICA HEAD START 2019 COST OF LIVING ADJUSTMENT (COLA) GRANT APPLICATION TO THE ADMINISTRATION FOR CHILDREN AND FAMILIES
Ms. Rohs reported that MARC received a funding opportunity announcement from the Administration for Children and Families for a 2019 COLA increase of $351,944 for Head Start and $87,986 for Early Head Start. After meeting with partners to set priorities, MARC proposes to use these funds to ensure that participating programs increase staff pay by 1.77 percent, if they did not receive a raise already in 2018, and raise the base rates of pay for teacher assistants to $11.25 per hour and teachers to $14.75 per hour. Funds will also be used for professional development and facilities maintenance. Ms. Rohs called attention to a correction in the agenda packet, noting that the total expenses would include $277,048 for personnel, $97,882 (corrected) for professional development, and $65,000 for
facilities maintenance. The Head Start Policy Council and Advisory Committee both previously approved MARC’s application to ACF for the COLA adjustment grant.

DISCUSSION: Councilmember Spears asked if the salary increases would be sustainable in future years and Ms. Rohs said yes, that COLA amounts are added year after year.

MOTION: Mayor Ross moved for approval and Councilmember Skoog seconded. The motion passed.

AGING AND ADULT SERVICES

James Stowe said that he would present three items and asked the board for permission to address them with a single vote.

VOTE: AUTHORIZE SUBMISSION OF THE SFY 2020 MISSOURI ELDERLY & HANDICAPPED TRANSPORTATION ASSISTANCE PROGRAM (MEHTAP) APPLICATION

First, Mr. Stowe reported that the Missouri Department of Transportation funds the Missouri Elderly and Handicapped Transportation Assistance Program (MEHTAP) to assist in the provision of transportation services for older people, as well as individuals who are 18 to 59 years old and living with a disability. MARC has been a long-term recipient of these funds, which are primarily designated for medical trips. The application deadline for funds to be received and expended during SFY 2020 is Feb. 28, 2019. MARC seeks approval to apply for MEHTAP funds in the amount of $125,000 for SFY 2020.

VOTE: AUTHORIZE ACCEPTANCE OF SUBRECIPIENT GRANT FUNDS FROM THE ADMINISTRATION FOR COMMUNITY LIVING FOR COLLABORATION WITH THE MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES IN THE DELIVERY OF CHRONIC DISEASE SELF-MANAGEMENT EDUCATION

Second, Mr. Stowe reported that building on its success as a 2018 subrecipient under an Administration for Community Living (ACL) funding mechanism, the Missouri Department of Health and Senior Services requested collaboration from the Missouri Association of Area Agencies on Aging (MA4) in developing a new funding proposal. The state intends to use MA4’s network of Chronic Disease Self-Management Education (CDSME) providers, including those managed by MARC in the Kansas City region, to train state Medicaid in-home service providers and the Medicaid recipients that they serve. MARC will continue its role as the network’s administrative hub, and handle processing of provider payments for program provision, supported by a three-year award of $401,131. If the program proves successful in 2019, the state intends to apply for Medicaid certification of reimbursement for these activities in the coming years. Anticipated annual Medicaid revenue could exceed $8 million if ultimately approved by federal oversight authorities. Mr. Stowe asked for board approval to accept and expend subrecipient grant funds as described.

DISCUSSION: Commissioner McKiernan asked if one year would be sufficient to prove success. Mr. Stowe said that MARC had suggested a longer time frame, but state officials decided on one year.

VOTE: AUTHORIZE A PROFESSIONAL SERVICES AGREEMENT WITH PERSHING YOAKLEY & ASSOCIATES TO PROVIDE TECHNICAL ASSISTANCE IN THE IMPLEMENTATION OF THE MANAGED SERVICES NETWORK INTEGRATED COMMUNITY SERVICES INITIATIVE

Finally, Mr. Stowe reported that MARC seeks authorization for a contractual agreement with Pershing Yoakley and Associates, under which PYA Principal Martie Ross would provide technical assistance in the implementation of the Managed Services Network, an integrated community services initiative.
MARC has been developing for some time. He said that Ms. Ross has specialized expertise in Medicare reimbursements that would be very valuable to MSN. MARC serves as the administrative hub for the network, which is expected to begin delivery of supportive community services in 2019. Technical assistance is needed in designing health care agreements, workflows and network responsiveness to regulatory requirements.

David Warm noted that MSN is designed to make it easier for health care providers and hospitals to support non-medical services that promote better health outcomes and help keep patients in their homes. He said this bistate project will evolve over time, and is a big new idea that has great potential for the community.

MOTION: Commissioner Odom moved for approval of all three items and Councilmember Spears seconded. The motion passed.

TRANSPORTATION AND ENVIRONMENT

Ron Achelpohl asked the Board’s permission to address four items with a single vote.

VOTE: AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO CONSULTANT CONTRACTS FOR FIVE PLANNING SUSTAINABLE PLACES PROJECTS

First, Mr. Achelpohl reported that MARC seeks permission to enter into consultant contracts for five Planning Sustainable Places projects. All were competitively bid. The projects include:

1. City of Gardner, Kansas: Agreement with Confluence for the Gardner Destination Downtown - A Placemaking and Mobility Enhancement Project for an amount not to exceed $90,000.
2. City of Kansas City, Missouri and Hispanic Economic Development Corporation of Greater Kansas City: Agreement with Garcia Architecture for West 31st Street Corridor - SW Blvd to SW Trafficway project for an amount not to exceed $137,500.
3. City of Olathe, Kansas: Agreement with RDG Planning Design for Downtown Olathe Active Transportation Connectivity Plan project for an amount not to exceed $75,000.
4. Kansas City Area Transportation Authority - Wayfinding: Agreement with Toole Design for Wayfinding System Plan project for an amount not to exceed $160,000.
5. Kansas City Area Transportation Authority - Woodland Plaza: Agreement with BikeWalkKC for Woodland Plaza: Planning Equitable Transportation project for an amount not to exceed $30,200.

VOTE: AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH CAMBRIDGE SYSTEMATICS TO PROVIDE ON-CALL TRAFFIC MODELING SUPPORT SERVICES

Second, Mr. Achelpohl reported that MARC maintains a regional travel-demand model used for transportation planning in the bistate metropolitan area. MARC is working to grow its in-house modeling capabilities, but in the interim seeks supplemental consultant support to aid in model updates and conduct complex modeling associated with the RTP 2050 long-range plan update. After a competitive bid process, MARC is requesting permission to enter into a contract with Cambridge Systematics to provide on-call modeling services in an amount not to exceed $49,871.32 for 2019.

VOTE: APPROVE 2019 AIR QUALITY OZONE SEASON PUBLIC OUTREACH CAMPAIGN MEDIA PURCHASES

Third, Mr. Achelpohl provided details on the 2019 air quality public outreach campaign. Each year, MARC conducts an advertising campaign to educate the public about actions they can take to protect health and reduce emissions during ozone season (March through October). This year, the campaign will include television, radio, online, sponsorship, transit, outdoor, social media and print elements totaling $225,000. He noted that the individual amounts for each medium may shift slightly through the course of negotiations with media outlets. The program is funded by Congestion Mitigation Air
Quality (CMAQ) funds from Missouri and Kansas. Mr. Achelpohl said that the region stands right on
the brink of violating the EPA ozone standard. EPA uses a three-year average to determine
compliance, making efforts to reduce emissions this summer particularly important.

DISCUSSION: Commissioner McKiernan asked if shifts in media expenses would likely cost more or less
than the $225,000 budgeted. Mr. Achelpohl said that any shifts would be from one medium to
another and would not affect the total budget.

VOTE: AUTHORIZATION TO ENTER INTO A ONE-YEAR CONTRACT EXTENSION WITH ELECTRONIC
TECHNOLOGY, INC. FOR OPERATION GREEN LIGHT FIELD NETWORK SUPPORT SERVICES

Finally, Mr. Achelpohl reported that Operation Green Light is seeking a one-year extension to an
existing contract with Electronic Technology, Inc. Operation Green Light works with local
governments to coordinate traffic signals in order to improve traffic flow and reduce fuel
consumption and emissions. MARC owns and maintains an extensive field network to support the
regional traffic control system. MARC contracts with ETI to provide preventive maintenance,
upgrades and troubleshooting work. The current contract will expire March 1. ETI has provided
excellent service, and staff recommends a one-year extension in an amount not to exceed $50,000.
Mr. Achelpohl noted that the contract will be rebid prior to the end of the ETI contract extension in
March 2020.

MOTION: Commissioner Johnson moved to approve all four items and Mayor Pro Tem Suter seconded.
The motion passed.

COMMUNITY DEVELOPMENT

Marlene Nagel asked the Board’s permission to consider the first four items under Community
Development with a single vote.

VOTE: APPROVE CONTRACT WITH HAGERTY CONSULTING TO DEVELOP A TABLETOP EXERCISE FOR THE
COMPLEX COORDINATED TERRORIST ATTACK INITIATIVE

First, Ms. Nagel reported that MARC seeks to execute a contract with Hagerty Consulting to design,
conduct and document a tabletop exercise for area command staff and responders as part of the
Complex Coordinated Terrorist Attack planning work. The exercise will focus on regional capabilities
related to communications, resource allocation, mass casualties and mass fatalities in a CCTA
incident. MARC used a cooperative purchasing agreement HGAC Buy has negotiated with Hagerty
Consulting for this contract, which would not exceed $40,000.

DISCUSSION: Commissioner McKiernan asked about the funding source and Ms. Nagel said fund would
come from the three-year CCTA grant the region received from the Department of Homeland
Security.

VOTE: HIRE CONTRACTOR TO WORK WITH MARC HEALTH CARE COALITION (HCC) TO REVIEW CURRENT
PUBLIC HEALTH AND MEDICAL SERVICES PREPAREDNESS PLAN

Second, Ms. Nagel reported that the MARC Health Care Coalition, which convenes hospitals, health
care providers, EMS services and emergency managers, created an HCC Preparedness Plan in
accordance with federal requirements in 2018. This year, the region’s Assistant Secretary for
Preparedness and Response (ASPR) grant requires preparation of an HCC Response Plan. MARC sought
competitive bids for consultant assistance to develop the HCC Response Plan and update the Public
Health and Medical Services Annex to the Regional Coordination Guide. A workgroup reviewed
proposals and recommended contracting with Integrated Solutions Consulting for a total amount not
to exceed $38,000. A portion of that, $13,000, will be paid by the Kansas Metro Health Care
Coalition, and $25,000 will come from the FY 2018 ASPR grant awarded to MARC through the state of Missouri. The project will be completed by early summer.

VOTE: APPROVE CONTRACT WITH JASON WHITE FOR SUPPORT FOR EMS-RELATED REGULATORY AND LEGISLATIVE NEEDS AND OTHER EMS OUTREACH PROJECTS

Third, Ms. Nagel reported that MARCER, the regional committee through which EMS agencies and hospitals work to ensure high quality pre-hospital care, seeks to focus greater attention on state and federal regulatory and legislative issues. Since 2010, MARC has engaged a contractor, Jason White, to assist MARCER with EMS related legislative and regulatory needs in Kansas, Missouri and at the federal level. MARCER wishes to continue to rely on Mr. White for assistance in monitoring policy in both states and advancing MARCER positions as needed. The proposed contract for 2019 would retain Mr. White’s services for an amount not to exceed $120,000, to be funded by MARCER member dues.

VOTE: AUTHORIZE EXPENDITURES FOR THE HOMELAND SECURITY/EMERGENCY SERVICES PROGRAM TO SEND 23 OFFICERS TO COUNTER-TERRORISM TRAINING

Finally, Ms. Nagel reported that as part of the three-year CCTA grant, work is underway to develop training to address gaps identified in self-assessments completed by counties and the largest cities in the region. One specific gap is the lack of training for law-enforcement officers in specialized tactics to engage and counter-maneuver against trained, motivated attackers. Training provided by the Direct Action Resource Center (DARC) in Arkansas has been identified to fill this gap. MARC’s emergency services program sent 33 officers to DARC to complete the Law Enforcement Counter Terrorism Course Level 1 (LECTC-1) in November. Funds are available to send a second cadre of officers to the week-long LECTC-1 course. Local departments will assist with tuition costs, and supplies (including simulated munitions), lodging and travel will be covered by the CCTA grant in an amount not to exceed $85,740. Ms. Nagel noted that this was a revised amount, as more funds had been identified since the agenda packet (showing $61,475.04) was prepared.

DISCUSSION: Councilmember Spears asked if there was coordination between the counter-terrorism training and tabletop exercise discussed earlier. Ms. Nagel said that the DARC training would address a specific gap related to countering trained, motivated attackers, while the tabletop exercise would focus on a broader range of capabilities.

MOTION: Councilmember Skoog moved for approval of all four items and Councilmember Spears seconded. The motion passed.

Eric Winebrenner asked the Board’s permission to consider three 911 items (two included in the board agenda packet and one late addition provided at the table) with a single vote.

VOTE: AUTHORIZE YEAR TWO COSTS OF FIVE-YEAR AGREEMENT WITH GEOCOMM, INC., FOR 911 MAPPING SERVICES

First, Mr. Winebrenner reported that GeoComm provides the region’s 911 mapping software, GeoLynx, which is used at every 911 position at each Public Safety Answering Point. GeoComm maintains detailed map data, including layers that show pipelines, mile markers and other information useful to dispatchers, and pushes updates to each position on a weekly basis. In 2017, the Public Safety Communications Board approved a new five-year agreement with GeoComm, with specific costs to be approved each year. For 2019, year two of the five-year agreement, costs for software support and maintenance will total $113,360. Expenses will be charged to each of the 10 counties in the regional 911 system on a monthly basis through the 911 County Allocation Bill.

VOTE: APPROVE AGREEMENT WITH COMMENCO FOR A 911 MICROWAVE LINK TO SUPPORT DOUGLAS COUNTY SERVICE
Second, Mr. Winebrenner reported that connecting Douglas County to the regional system requires both traditional fiber and microwave connections. He asked for board approval of an agreement with Commencio in the amount of $45,764 to install a microwave connection between the University of Kansas campus in Lawrence and the Shawnee communications tower in Johnson County. The cost will be reimbursed by Douglas County.

DISCUSSION: Commissioner Odom asked if the previous item on the GeoComm agreement also included Douglas County and Mr. Winebrenner confirmed that it did.

VOTE: APPROVAL TO ENTER INTO AN AGREEMENT WITH AT&T AND UNITE PRIVATE NETWORKS FOR INTERNET CONNECTIVITY AT THE JOHNSON COUNTY ECC, KCPD COMMUNICATIONS CENTER, KCPD SOUTH PATROL AND MODOT

Finally, Mr. Winebrenner called the Board’s attention to a late addition to the packet, which covers an agreement for internet connectivity at four core sites in order to provide the bandwidth needed to receive texts, pictures, videos and other Next Generation 911 data elements. Connectivity at the Johnson County Emergency Communications Center and the Kansas City, Missouri, Police Department Communications Center would be provided by Unite Private Networks, while connectivity at the KCPD South Patrol office and Missouri Department of Transportation office would be provided by AT&T. Using two providers will diversify connectivity options and avoid having an outage at a single carrier inhibit operations. The five-year contract at all four locations will total $191,965.20. Costs will be incorporated into the monthly allocation bill sent to the counties.

MOTION: Councilmember Spears moved for approval of all three items and Commissioner Johnson seconded. The motion passed.

VOTE: AUTHORIZE AMENDMENT TO AGREEMENT WITH UNIVERSITY OF KANSAS MEDICAL CENTER RESEARCH INSTITUTE (KUMCRI) TO EVALUATE THE U.S. DEPARTMENT OF AGRICULTURE FOOD INSECURITY NUTRITION INITIATIVE (FINI) GRANT

Ms. Nagel reported that MARC is in the fourth year of a four-year grant awarded by the U.S. Department of Agriculture to help area residents who rely on the federal Supplemental Nutrition Assistance Program (SNAP) to supplement their family’s food budget. The Double Up Food Bucks program helps families extend their SNAP purchases and encourages healthier eating by providing a dollar-for-dollar match for SNAP funds they spend on fresh fruits and vegetables. The program is available at participating grocery stores and farmers markets in the Kansas City metro area, the St. Louis metro area and small communities across Missouri and in eastern Kansas. The USDA requires a robust evaluation protocol as part of the grant, and MARC contracts with the Research Institute at the University of Kansas Medical Center to oversee the extensive evaluation required. As more rural markets joined the program, KUMCRI’s evaluation expenses have gone up. MARC is seeking authorization to amend the agreement with KUMCRI, adding $39,000 for a total contract amount of $359,000. The funds would be reallocated from the Double Up Food Bucks communications budget.

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

RESEARCH SERVICES

VOTE: 2019 QUALITY OF LIFE REPORT

Frank Lenk reported that in both 2017 and 2018, the Ewing Marion Kauffman Foundation conducted a survey of approximately 1,000 residents in the Kansas City region concerning their quality of life. The Kauffman Foundation contracted with MARC to analyze and present the survey data, first through a printed report in 2017 and then through an interactive website, kcqualityoflife.org, in 2018. The
foundation intends to conduct the survey annually for the next several years, and has again turned to MARC to help make the 2019 survey findings — and an analysis of how they may have changed since the original survey in 2017 — more generally available to the community. Mr. Lenk asked for authorization to accept funds from the Kauffman Foundation in an amount not to exceed $42,000 to prepare the 2019 Quality of Life analysis and update the website.

MOTION: Councilmember Skoog moved for approval and Councilmember Spears seconded. The motion passed.

CONSENT AGENDA (ADMINISTRATIVE MATTERS AND MINOR EXPENDITURES)
Mayor Weir asked for a motion to approve the consent agenda, which included only one item:

a) Approve the minutes of the January 22, 2018 meeting

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

OTHER BUSINESS
Mayor Weir asked if there was any other business. Mr. Warm shared the news that MARC had just this week received notification of an award for excellence in financial reporting from GFOA and congratulated Becky Hall, Carol Gonzales and others on the finance team for their hard work.

ADJOURNMENT
There being no other business, the meeting was adjourned at 11:50 a.m.

MINUTES APPROVED:

____________________________________
Eileen Weir, Chair

____________________________________
Date