May 28, 2019
11:15 a.m.
MARC Conference Center - 2nd Floor - Heartland Room

AGENDA

1. Financial and Program Reports and Discussion

2. Approve Contracts, Grants and Other Major Expenditures
   VOTE: CORE CAPACITIES
   a. VOTE: Authorize an agreement with Wipfli LLP for a business process review, upgrade the financial system software and ongoing technology support

   VOTE: THRIVING OLDER ADULTS
   b. VOTE: Authorize final acceptance of designated Aging and Adult Services proposals and renewals of contracts with multiple vendors
   c. VOTE: Authorize re-release of the SFY 2020 Legal Services RFP and 60 -90 day contract extension with Legal Aid of Western Missouri
   d. VOTE: Authorize the receipt and expenditure of Jackson County funds earmarked for MARC’s Department of Aging and Adult Services home delivered meals program

   VOTE: QUALITY EARLY LEARNING
   e. VOTE: Authorize Mid-America Head Start to submit a continuation application to the Administration for Children and Families to support continued services for the Early Head Start Expansion program
   f. VOTE: Authorize submission of a Lifelong Learning grant application to the Francis Family Foundation to support early leaning initiatives
   g. VOTE: Approve Mid-America Head Start’s 15-month contract with Learn-A-Lot Academy for 12 Early Head Start Expansion slots

   VOTE: EFFICIENT TRANSPORTATION AND QUALITY PLACES
   h. VOTE: Authorize a current contract extension with Daryl P. Kelly, LLC, to provide on-call network support services for the Regional Operation Green Light Traffic Signal Control Program

   VOTE: THRIVING COMMUNITIES
   i. VOTE: Authorize an application to the Health Forward Foundation for the Eastern Jackson County Mental Health Co-Responders Program
   j. VOTE: Authorize the submission of grant applications to the USDA Nutrition Incentive Program to continue the Double Up Food Bucks Heartland Program (2020 - 2022)
   k. VOTE: Authorize modifications to existing contracts with Four B Corporation and Cultivate KC for the current Double Up Food Bucks Heartland Nutrition Incentive Program

www.marc.org
l. VOTE: Authorize expenditures for printing and postage for an annual mass mailing to inform SNAP clients about the Double Up Food Bucks Heartland Nutrition Incentive Program

VOTE: SAFE AND SECURE COMMUNITIES
   m. VOTE: Authorize a contract with Hagerty Consulting to support regional emergency response exercises
   n. VOTE: Authorize an agreement with Atchison County to join the regional 911 system
   o. VOTE: Authorize a 12-month contract with AT&T for T-1 lines to support the 911 system
   p. VOTE: Approve an agreement with AT&T for ethernet service for the 911 network

3. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
   a. Approve the minutes of the April 23, 2019, meeting.

4. Other Business

5. Adjournment
ISSUE:

BACKGROUND:
The comprehensive annual financial report (CAFR) for fiscal year 2018 is nearly complete and a final draft document is included as a separate attachment with the meeting packet. Paper copies will be available at the Budget and Personnel Committee meeting.

Kaleb Lilly, Partner at RubinBrown, will review the document with the committee and will cover the following highlights:

- New reporting for fiduciary activities (p. 37-38)
- New consolidating statements for custodial funds (p. 69-70)
- Disclosure 1(B) Significant Accounting Policies - New Accounting Standards (p. 45-46)
- Disclosure 3(B) Grants Receivable and Unearned Revenue (p. 49)
- Disclosure 3(G) 911 Equipment Fund (p. 53)
- Disclosure 4(A) Risk Management (p. 54)
- Disclosure 4(C) Postemployment Healthcare Plan (p. 57)

As part of the 2018 audit process, multiple audit reports are prepared that will also be discussed, including:

- Federal Single-audit Supplemental Financial Report - long version, which includes individual schedules on 155 grants
- Supplemental Financial Report for Aging Grants
- Mid-America Regional Council Solid Waste Management District

At the June meeting, board members will be asked to accept the fiscal year 2018 audit reports.

BUDGET CONSIDERATIONS:
The board approved the agreement with Rubin Brown for audit services at the December 2018 meeting for a cost not to exceed $75,760. Total fees are expected to be $75,760. This amount was budgeted in the indirect costs fund in the 2019 budget.

RECOMMENDATION:
No action required at this time.

STAFF CONTACT:
Becky Hall
Katelyn Click
Carol Gonzales
ISSUE:
VOTE: Authorize an agreement with Wipfli LLP for a business process review, upgrade the financial system software and ongoing technology support

BACKGROUND:
The MARC Finance and Administration Department has used Dynamics GP software, a Microsoft product, for core financial functions since 2010. It was last upgraded in 2013. The 2013 system is no longer eligible for support. An upgrade to the system would create workflow efficiencies, enhance financial reporting and preserve financial integrity and viability.

Staff has been researching financial business processes and the upgrade over the past year. Their recommendation is to remain with the Dynamics GP product for the near future based on workload and cost standpoints. On March 25th, a request for proposals (RFP) was sent to six firms that are designated value-added resellers (VAR) through Microsoft, specifically for Dynamics GP. The RFP requested pricing for the upgrade as well as a description of business process assessment services and ongoing support. RSM US LLP has provided VAR and technology support services to MARC for Dynamics GP for over 10 years.

We received proposals from RSM US LLP, Wipfli LLP and Crestwood Associates. A committee of finance and information technology staff reviewed the proposals and interviewed all three companies. Evaluation criteria included thoroughness and clarity of the proposal, depth and breadth of the project lead and designated associates’ experience with financial processes in a non-profit, grant based environment, and experience with Dynamics GP, Prophix and Excel. An emphasis was placed on responsiveness and successful, demonstrated experience in leading a financial team in similar types of organizations through an evaluation and revision of financial processes and technology solutions involving a GP upgrade.

Wipfli LLP emerged as our first choice. Wipfli provides all services requested in the RFP; business process review, planning, upgrade, process documentation and ongoing technology support. They have significant depth both in staff that specialize in GP and with financial process work in non-profit and grant management areas. Wipfli provides extensive training for all aspects of Head Start management, including fiscal. Because Head Start is a big part of our financial operations, that experience is valuable. The committee felt that their approach to the project was well organized and thorough. Project leads have excellent credentials. They offer a well thought out approach to a help desk for any questions related to Dynamics GP. The references we contacted described good experiences with a variety of work as well as excellent responsiveness during the actual project and with ongoing support. The other two firms were very viable and had excellent experience but for the reasons listed above, Wipfli emerged as the best selection for this work.
BUDGET CONSIDERATIONS
Funding for this project was included in the 2019 Budget & Work Plan, in the indirect fund.

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<tr>
<td>Business Process Assessment</td>
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<td>Upgrade</td>
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<td>Ongoing Support</td>
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<td>Total</td>
<td>$ 70,000</td>
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All three proposals were generally within the established budget, so while price was a consideration, it was not as critical as the other criteria. Each proposal offered estimated ranges of time, and consequently cost, since this will be an evolving process. If additional funds are needed over the $70,000 that is budgeted, staff may postpone some training until next year in order to assure this project is fully executed.

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<th>Vendor</th>
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<tr>
<td>WipFli</td>
<td>$62,000 - 75,000</td>
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<td>Crestwood</td>
<td>$50,000 - 71,000</td>
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RECOMMENDATION
Authorize the executive director to execute an agreement with Wipfli LLP for technology and financial process review, Dynamics GP upgrade at a cost not to exceed $75,000.

STAFF CONTACT
Carol Gonzales
Sasan Baharaeen
ISSUE:
VOTE: Authorize final acceptance of designated Aging and Adult Services proposals and renewals of contracts with multiple vendors

BACKGROUND:
Requests for proposals (RFPs) were released for selected services. Services that were high-performing or where there were no immediate perceived opportunities to improve effectiveness, were renewed as contract provisions allowed. (These include catered meals, community center services including supplemental services, a structured respite provider, care management, in-home services, non-urban coordinated transportation in Ray County, pre-plated home-delivered meals, contracted registered dietician services, and Grandparents-as-Parents education and support program).

The following services were received and scored by MARC:
- Transportation proposals (demand and demand lift ramp)
- Information and Referral (sole respondent)
- Integrated Care Network Partner Services (1st quarter, 2019 provider pool)

At the April board meeting, board members approved recommended vendors and unit rates for SFY 2020 services. Details of total contract amounts for each vendor are summarized in the attached handout.

BUDGET CONSIDERATIONS
Costs associated with the recommended service providers will be incorporated into the SFY 2020 Area Plan Budget.

COMMITTEE ACTION
The Commission on Aging recommended final acceptance of designated SFY 2020 Aging and Adult Services proposals and contract renewals in their May 15th meeting.

RECOMMENDATION
Authorize final acceptance of designated SFY 2020 Aging and Adult Services proposals and renewals of contracts as outlined in the attached handout.

STAFF CONTACT
James Stowe
COMMUNITY CENTER SERVICES:
In April, the MARC Board approved recommended vendors and unit rates for a second year of potential three-year contracts with the following organizations. Each center will provide an array of services within each contract but may vary from contract to contract.

Palestine Senior Activity Center — 3325 Prospect Avenue, Kansas City, MO
- Administration of the center ................................................. $30,000
- Transportation services to and from the center, unit rate $5.00/one-way trip .......... $17,500
- Delivery of home delivered meals, unit rate $3.14 ........................................ $8,475
- Preparation of congregate and home delivered meals, unit rate $4.46 .............. $63,935
- Home delivered meals reassessments .................................................. $2,500
- Total Value of Contract ............................................................................ $122,410

City of Blue Springs, Vesper Hall — 400 NW Vesper, Blue Springs, MO
- Administration of the center .............................................................. $30,000
- Transportation services to and from the center, unit rate $5.00/one-way trip ........ $12,750
- Delivery of home delivered meals, unit rate $3.24 ........................................ $56,363
- Preparation of congregate meals, $4.08/meal, and home delivered meals, $4.36/meal .......................................................... $130,776
- Total Value of Contract ........................................................................ $229,889

Guadalupe Center — 1015 Avenida Cesar Chavez, Kansas City, MO
- Administration of the center .............................................................. $30,000
- Transportation services to and from the center, unit rate $5.00/one-way trip ........ $22,500
- Delivery of home delivered meals, unit rate $3.40 ........................................ $42,714
- Preparation of congregate meals, $4.00/meal and home delivered meals, $4.20/meal .......................................................... $101,265
- Home delivered meals reassessments .................................................. $2,500
- Total Value of Contract ........................................................................ $198,979

City of Liberty, Liberty Silver Center — 1600 Withers Rd, Liberty, MO
- Administration of the center .............................................................. $30,000
- Transportation services to and from the center, unit rate $5.00/one-way trip ........ $15,500
- Delivery of home delivered meals, unit rate $1.08 ........................................ $3,998
- Home delivered meals administration of a volunteer system, $3.75/meal ............ $13,883
- Home delivered meals reassessments .................................................. $2,500
- Total Value of Contract ........................................................................ $65,881

Shepherd’s Center of KC-Central — 1111 West 39th Street, Kansas City, MO
- Administration of the center .............................................................. $20,000
- Delivery of home delivered meals, unit rate $2.00 ........................................ $25,530
- Home delivered meals reassessments .................................................. $7,500
- Total Value of Contract ........................................................................ $53,030
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<thead>
<tr>
<th>Location and Senior Center</th>
<th>Address</th>
<th>Administration of the Center</th>
<th>Transportation Services to and from the Center, Unit Rate $5.00/One-Way Trip</th>
<th>Home Delivered Meals Reassessments</th>
<th>Total Value of Contract</th>
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<td>City of Independence, Palmer Center</td>
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<td>Don Bosco Community Center</td>
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<td>Cass County Council on Aging, Harrisonville Senior Center</td>
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<td>Ray County Fellowship Center</td>
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<td>Platte Senior Services, Inc., Platte County Senior Center</td>
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<td>$28,000</td>
<td>$32,820</td>
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<td>$60,820</td>
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City of Oak Grove, Davis Oak Grove Senior Center — 1901 Broadway, Oak Grove, MO

Administration of the center ................................................................. $16,500
Delivery of home delivered meals, unit rate $2.00 ............................... $4,356
Total Value of Contract ...................................................................... $20,856

In addition to the services listed under each center, Evidence-based Disease Prevention/Health Promotion programs will also be provided by many of these centers for a total aggregate amount of $40,000. Center participation and ability to provide courses will be developed over the program year.

CATERED MEALS:
At the April meeting, the MARC Board approved the selection of Treat America as the SFY 2019 vendor to serve catered food to the Belton Senior Center, the Platte County Senior Center, the Liberty Silver Center, the Excelsior Springs Senior Center, the Ray County Fellowship Center, the Davis Oak Grove Senior Center and Shepherd’s Center of KC-Central, for a unit rate of $5.67 for a total value of $309,510.

On May 1, Treat America notified MARC that they did not wish to renew this agreement. As Don Bosco Community Center had also submitted a proposal under the related RFP, MARC staff contacted Don Bosco to discern their interest in providing catered meals to these centers. They have expressed a general interest to provide meals, but nothing has been finalized yet. If Don Bosco agrees to provide meals to each of these centers, the total value of these additional centers would be approximately $294,759.

In April, Don Bosco was approved as the selected vendor for a catered meals contract to provide meals at the Palmer Senior Center in Independence and to provide meals and delivery to eligible residents in the midtown area.

Don Bosco Community Center
Catered meals at Palmer Center, unit rate $4.39, and
delivered meals in midtown, unit rate $8.03 ............................................ $103,361
Potential catered meals at seven additional centers, unit rate $5.40 .............. $294,759
Potential Total Value of Contract .......................................................... $398,120

CARE MANAGEMENT (NATIONAL FAMILY CAREGIVER AND SUPPORTIVE SERVICES):
At the April meeting, the MARC Board approved the recommended vendors and hourly rates for the following SFY 2019 contracts:

Jewish Family Services
Services to be provided at $34.30 per hour
TOTAL CONTRACT VALUE .......................................................... $30,870

KC Care Health Center
Services to be provided at $54.00 per hour
TOTAL CONTRACT VALUE .......................................................... $102,600
IN-HOME SERVICES (HOMEMAKER/PERSONAL CARE AND NATIONAL FAMILY CAREGIVER):
At the April meeting, the MARC Board approved the recommended vendors and hourly rates for the following SFY 2019 contracts:

HomeCare of Mid-Missouri
Services to be provided at $18.40 per hour
TOTAL CONTRACT VALUE ......................................................... $57,960

Help at Home
Services to be provided at $16.59 per hour
TOTAL CONTRACT VALUE ......................................................... $19,742

Integrity
Services to be provided at $18.40 per hour
TOTAL CONTRACT VALUE ......................................................... $110,400

West Central Community Action Agency
Services to be provided at $18.18 (SS)/$17.50 (FC) per hour
TOTAL CONTRACT VALUE ......................................................... $138,159

ResCare
Services to be provided at $18.12 per hour
TOTAL CONTRACT VALUE ......................................................... $82,446

NON-URBAN COORDINATED TRANSPORTATION:
At the April meeting, the MARC Board approved the recommended vendor for this SFY 2019 contract:

Ray County Transportation
TOTAL CONTRACT VALUE ......................................................... $110,000

DEMAND TRANSPORTATION:
At the April meeting, the MARC Board approved a recommendation to select Jewish Family Services as the vendor to provide Demand Transportation. The contract will include JET Express rides as well as rides arranged through Lyft by JFS care navigators. Negotiations are taking place to determine the final contract value.

Jewish Family Services
TOTAL CONTRACT VALUE ......................................................... not to exceed $40,000.

DEMAND/LIFT TRANSPORTATION:
At the April meeting, the MARC Board approved a recommendation to select KC Taxi as the vendor to provide Demand/Lift Transportation. KC Taxi’s proposal for this service was offered in conjunction with its proposal to provide Demand Transportation, with stipulated
rates dependent upon characteristics of other awarded vendors. Since MARC did not select KC Taxi’s Demand proposal, KC Taxi offered an untenable rate of $99/trip for lift-ramp rides. Consequently, MARC is requesting a waiver from the State Unit on Aging to allow lift-ramp transportation clients to secure services through a consumer-directed model, in which they pay a provider of their choice directly. Approximately $10,000 would be reserved for the consumer-directed model.

PRE-PLATED HOME DELIVERED MEALS:
At the April meeting, the MARC Board approved the recommendation of Valley Foods to provide services for SFY 2019. Valley Foods’ previous unit rate was $4.55/meal, and they have requested a 3% increase to $4.69/meal. The SFY 2019 RFP stated that rate increases would be considered under CPI guidelines. MARC is negotiating a rate increase that will align with the May 2019 CPI-U Midwest index (1.5% as of April 2019), which represents an overall increase in the cost of doing business. However, staff recommends board authorization to not exceed the 3% requested, so that service may be continued if negotiations stall. The approximate annual contract for Valley will equal $1,908,821 ($1,088,071, Title III, and $820,750, Medicaid).

Valley Foods
  TOTAL CONTRACT VALUE (APPROXIMATE) ............................................ $1,908,821

INFORMATION & REFERRAL:
At the April meeting, the MARC Board approved a recommendation for United Way 2-1-1 of Greater KC to serve as the vendor for information and referral. Negotiations are taking place to determine the final contract value, dependent upon staff hours needed to provide service.

United Way 211
  TOTAL CONTRACT VALUE..................................................  not to exceed $89,207

INTEGRATED CARE NETWORK PARTNER SERVICES:
At the April meeting, the MARC Board approved recommendations for vendors to provide evidence-based programs:

Clay County Senior Services
  TOTAL CONTRACT VALUE..................................................  not to exceed $10,000

Kansas City Quality Improvement Consortium
  TOTAL CONTRACT VALUE..................................................  not to exceed $10,000
**OTHER CONTRACTS:**

At the April meeting, the MARC Board approved recommendations for services from the following vendors:

**Dr. Lydia Kaume**
- Compliance review of menus and nutritional program sites and procedures, as well as some technical assistance for contractors

**TOTAL CONTRACT VALUE** .......................................................... not to exceed $20,100

**Palestine Senior Activity Center**
- Services regarding Grandparent-as-Parent Family Caregiver programs

**TOTAL CONTRACT VALUE** .......................................................... not to exceed $17,986

**Legal Services**
- A brief contract extension with the current vendor (not to exceed $22,498), and the re-release of the RFP is covered in a separate May 2019 board action.

**Assessors**
- MARC currently contracts, through professional services agreements, with a group of individuals who help MARC conduct Medicaid reassessments that identify eligibility and need for services under certain Medicaid waiver programs, for which MARC receives $75/assessment from the Missouri Department of Social Services. MARC must also conduct assessments on new home delivered meals clients who may qualify for Title IIIC meals under the Older Americans Act (OAA). And, finally, MARC is conducting medication therapy management assessments for high-risk clients through its HomeMeds program, funded through Title IIID of the OAA.

- MARC utilizes a “rolling” RFQ process that allows the department to interview and maintain a viable numbers of assessors under contract to provide these services at all times.

- Reimbursement for each assessor is based on the type of assessment/reassessment provided. Total annual cost for each assessor is **$25,000**. It is anticipated that MARC will consistently employ up to 10 assessors at an annual cost of **$250,000**.

**Structured Respite**
- Shepherd’s Center of America operates multiple sites to offer caregiver respite, in collaboration with staff employed by Northland Shepherd’s Center.

**Shepherd’s Center of America**
- Caregiver respite services to be provided at a rate not to exceed $8.49/hour

**TOTAL VALUE OF CONTRACT** .......................................................... $84,900
ISSUE:
VOTE: Authorize re-release of the SFY 2020 Legal Services RFP and 60-90 day contract extension with Legal Aid of Western Missouri

BACKGROUND:
This spring, MARC released a Legal Services Request for Proposals (RFP) for SFY 2020. No proposals were received by the deadline. MARC’s current Legal Services provider, Legal Aid of Western Missouri (LAWMO), met with MARC staff and expressed discontent with the submission process and MARC’s desire to shift the service model we have historically used. LAWMO attempted to submit an appeal, but no contracting decisions had been made to be appealed.

MARC staff suggests that reissuing the RFP will provide LAWMO and any other provider an opportunity to submit a timely proposal. LAWMO can exercise the regular appeal process, if desired, after a contracting decision has been made. To facilitate the RFP re-release, MARC staff recommends a maximum 90-day extension of LAWMO’s general legal services (Supportive Services) and guardianship services (National Family Caregiver Support) contracts. Despite the 90-day maximum extension period, MARC staff will work to resolve these issues within 60 days.

During this period, MARC staff will work to clarify two sets of issues.
1. Service model: For many years, MARC has contracted LAWMO to provide legal services to older adults. Eligible individuals seek legal assistance on their own volition. These often involve matters of tenancy, guardianship or Medicare/Medicaid access. As part of its shift to an integrated service model in which all of the health, nutritional and legal issues of eligible adults are coordinated, MARC modified its request for legal services to reflect the new model beginning a year ago. LAWMO has had difficulty developing a new system and the 60-90 day contract extension will allow for the service model to be more fully defined and developed.
2. Service reporting: LAWMO currently provides very limited information on the nature and resolution of the legal matters they handle, compromising MARC’s oversight and accountability. Over the next 60-90 days, MARC will work with LAWMO to develop a more robust reporting system to be included in a new RFP.

BUDGET CONSIDERATIONS

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<tr>
<th>REVENUES</th>
<th>$22,498*</th>
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<tbody>
<tr>
<td>Amount*</td>
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<thead>
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<th>Source</th>
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<tr>
<td>Older Americans Act</td>
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<td>Supportive Services (IIIB)</td>
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<td>National Family Caregiver Support Program (IIIIE)</td>
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<th>PROJECTED EXPENSES</th>
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<td>Other (supplies, printing, etc.)</td>
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*With the following monthly allocation: July $8332, August $8332, September $5834
COMMITTEE ACTION
During its May 15th meeting, the Commission on Aging recommended authorization of the re-release of SFY2020 Legal Services and an extension of LAWMO’s contract, including additional reporting requirements.

RECOMMENDATION
Authorize the re-release of SFY2020 Legal Services RFP and a 60-90-day extension of Legal Aid of Western Missouri’s contract (not to exceed $22,498), including additional reporting requirements for transparency.

STAFF CONTACT
James Stowe
ISSUE:
VOTE: Authorize the receipt and expenditure of Jackson County funds earmarked for MARC’s Department of Aging and Adult Services home delivered meals program

BACKGROUND:
Each year, MARC’s Department of Aging and Adult Services receives an appropriation from Jackson County to provide eligible Jackson County residents with home delivered meals. This year, the County has appropriated $91,858. This money will be distributed among MARC’s seven entities that provide hot or frozen home delivered meals to these Jackson County residents and will allow for the delivery of approximately 15,000 meals.

BUDGET CONSIDERATIONS
MARC will incorporate this funding into the SFY 2019 area plan budget, expending it before June 30, 2019.

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<td>Other (supplies, printing, etc.)</td>
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COMMITTEE ACTION
The Commission on Aging recommended authorization for MARC to receive and expend Jackson County funds for home delivered meals to eligible Jackson County residents in their May 15th meeting.

RECOMMENDATION
Authorize the Executive Director to receive and expend $91,858 from Jackson County earmarked for MARC’s Department of Aging and Adult Service home delivered meals program.

STAFF CONTACT
James Stowe
ISSUE: Authorize Mid-America Head Start to submit a continuation application to the Administration for Children and Families to support continued services for the Early Head Start Expansion program.

BACKGROUND:
On March 20, 2019, the Administration for Children and Families issued a notice requesting the completion of a continuation application for the upcoming budget period of 9/1/2019 - 8/31/2020 for MARC’s Early Head Start Expansion Grant. MARC proposes to continue funding for the 84 enrollment slots in the Early Head Start Expansion Program and pass through most of the funding (95%) to the following direct service providers: Easter Seals Midwest, Operation Breakthrough, Kansas City Public Schools, Blue Springs School District, and Learn a Lot Academy. The total amount of annual funding available is $1,616,575. Included in this total is $27,458 in funds to support program operations, training and technical assistance, and cost of living adjustment (COLA). Due to all programs listed below having provided proof that cost of living adjustments were made in 2018 for all staff, COLA funds will be used to support higher operating costs for the Kansas City Public Schools EHS program. The chart below describes the allocation of funding.

BUDGET CONSIDERATIONS

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<th>Early Head Start Expansion Budget 2019 - 2020</th>
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<tr>
<td><strong>Partner Agencies</strong></td>
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<tr>
<td>EHS FY19/20 Program Budget</td>
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<tr>
<td>FY2019 COLA Funding</td>
</tr>
<tr>
<td>EHS FY19/20 Training Budget</td>
</tr>
<tr>
<td>Total EHS Expansion FY19/20 Amount</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>FY2019 COLA</th>
<th>EHS FY19/20 Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Easter Seals Midwest</td>
<td>137,816</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Operation Breakthrough</td>
<td>551,264</td>
<td>-</td>
<td>13,777</td>
</tr>
<tr>
<td>Blue Spring School District</td>
<td>275,632</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Learn-A-Lot Academy</td>
<td>206,724</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Partner Sub-Total</td>
<td>1,467,609</td>
<td>27,458</td>
<td>20,574</td>
</tr>
<tr>
<td>Mental Health Contract</td>
<td>3,168</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>MARC</td>
<td>80,540</td>
<td>-</td>
<td>17,226</td>
</tr>
<tr>
<td>Grand Total</td>
<td>1,551,317</td>
<td>27,458</td>
<td>37,800</td>
</tr>
<tr>
<td>Total</td>
<td>1,515,641</td>
<td>27,458</td>
<td>37,800</td>
</tr>
<tr>
<td>Total EHS Expansion</td>
<td>1,616,575</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
RECOMMENDATION
Authorize Mid-America Head Start to submit an Early Head Start Expansion Grant Continuation and Cost of Living Adjustment application in the amount of $1,616,575; and if awarded, authorize the acceptance and disbursement of the funds as described.

STAFF CONTACT
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize submission of a Lifelong Learning grant application to the Francis Family Foundation to support early learning initiatives

BACKGROUND:
MARC’s Department of Early Learning provides leadership to the development and implementation of a community-driven, outcomes-based plan for a comprehensive early learning system.

This Lifelong Learning Grant application to the Francis Family Foundation provides general operating funds to support the Department of Early Learning’s work to engage early education leaders in the design, deployment and delivery of five key pillars of the early learning system: 1) child and family relationships; 2) programs and resources; 3) community; 4) funding, policy and public engagement; and 5) leadership and coordination.

BUDGET CONSIDERATIONS
Funding from this grant was included in the 2019 budget.

<table>
<thead>
<tr>
<th>REVENUES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>Source</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
</tr>
<tr>
<td>Contractual</td>
</tr>
<tr>
<td>Pass-Through</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
</tr>
</tbody>
</table>

RECOMMENDATION
Authorize MARC to submit a $50,000 grant application to the Francis Family Foundation for one year of early learning program support and authorize the executive director to accept funds and execute agreements with contractors if awarded.

STAFF CONTACT
Jovanna Rohs
Kyle Matchell
ISSUE:
VOTE: Approve Mid-America Head Start’s 15-month contract with Learn-a-Lot Academy for 12 Early Head Start Expansion slots

BACKGROUND:
The MARC Board approved Mid-America Head Start’s proposal for enrollment changes in March, 2019. This included a transfer of 12 Early Head Start expansion slots from the Independence School District to Learn-a-Lot Academy in Raytown. To ensure a smooth transition with no disruption of services, the vacant Early Head Start slots at the Independence School District will be transferred to Learn-a-Lot Academy on June 1, 2019, to allow time to fill these slots by the start of the new school year in the fall. Because the Early Head Start Expansion fiscal year begins September 1, 2019, MARC’s contract with Learn-a-Lot will include two budget periods; one three-month period from June 1 - August 31, 2019, for a total of $48,809.80 and a second budget period from September 1, 2019 - August 31, 2020 for a total of $206,723.88. The total contract for the 15 months is not to exceed $255,533.68.

BUDGET CONSIDERATIONS

| REVENUES | | | |
| Amount | $3,205,692.00 |
| Source | Administration for Children and Families |

| PROJECTED EXPENSES | 3-month budget 6/1/19-8/31/19 | 12-month budget 9/1/19-8/31/20 | Total 15-month contract 6/1/19-8/31/20 |
| Personnel | $48,809.80 | $206,723.88 | $255,533.68 |
| Contractual | | | |
| Pass-Through | | | |
| Other (supplies, printing, etc.) | | | |

RECOMMENDATION
Approve Mid-America Head Start’s 15-month contract with Learn-a-Lot Academy for 12 Early Head Start Expansion slots for the period of June 1, 2019 to August 31, 2020 for a total amount not to exceed $255,533.68.

STAFF CONTACT
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize a current contract extension with Daryl P. Kelly, LLC, to provide on-call network support services for the Regional Operation Green Light Traffic Signal Control Program

BACKGROUND:
Operation Green Light (OGL) is a MARC program that operates a regional traffic signal coordination system in partnership with local governments and the state departments of transportation in Kansas and Missouri. MARC staff currently assists in the management and operation of traffic signal timing for over 700 intersections in 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 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.

A network service contractor is needed to help with the integration of a wireless traffic signal network into the Operation Green Light central computer system. The network service contractor also supports the Operation Green Light staff in maintaining various information technology components including cyber security of the program.

BUDGET CONSIDERATIONS
The Network Service Contractor was selected by a formal procurement process and approved in May 2017 for $24,950 for a two-year contract that includes the ability for two one-year extensions. The work will be funded through OGL local funds and enough funds are available to supplement this contract. This is the first contract extension.

RECOMMENDATION
Authorize the Executive Director to enter into a one-year contract extension with Daryl P. Kelly, LLC through May 2020 for network support services for the Operation Green Light Program at an additional cost of $12,500, not to exceed a total cost of $57,450.

STAFF CONTACT
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Authorize an application to the Health Forward Foundation for the Eastern Jackson County Mental Health Co-Responders Program

BACKGROUND:
In the fall of 2018, the city councils of the cities of Blue Springs, Independence and Lee’s Summit adopted resolutions of support for a Statement of Common Purpose to explore and advance intergovernmental collaboration. The goal is to expand local government innovation that enhances public service, benefits employees and optimizes customer service. Mid-America Regional Council (MARC) was asked to coordinate this new shared services initiative. The cities quickly identified a shared need for mental health co-responders and sought to develop a joint program to address common challenges. This proposal is a direct result of the shared services initiative among the three cities.

The application is for funding to support the employment of mental health co-responders to work directly with law enforcement to intervene during calls for services involving those in mental health crisis. It is modeled after a successful program in Johnson County, Kansas and represents a close collaboration between law enforcement and mental health professionals. Mental health clinicians will be employed by mental health service providers (Comprehensive Mental Health Services and ReDiscover) but embedded within three police departments: Blue Springs, Independence and Lee’s Summit. Clinicians can provide intervention on-site (after the scene is made safe) to prevent unnecessary arrests, emergency room visits and police calls for service. They follow up with post-incident outreach visits to assure services are utilized.

The co-responder program interacts with existing Crisis Intervention Team (CIT) models and mental health liaisons. Liaisons currently provide after-action case management for police CIT reports but do not respond to calls for service. The co-responder program would relieve pressure on mental health liaisons which has the added benefit to expand capacity to other Jackson County communities that do not have the volume to support a co-responder program, such as Grain Valley, Sugar Creek, Lone Jack and Oak Grove.

BUDGET CONSIDERATIONS:
MARC CSC was asked to be the grant administrator to facilitate the pass-through of funds to the two mental health service providers. The proposal requests $476,000 to be used as follows:

- Personnel (salary and benefits) - $450,000 - Three co-responders will be hired for 24 months. One co-responder will be employed by ReDiscover to serve Lee’s Summit. Comprehensive Mental Health Services will hire two co-responders to serve Independence and Blue Springs.
- Equipment - $6,000 - Funds are requested for three laptop computers to support each co-responder.
- Grant Administration - $20,000 - MARC CSC will reserve a portion of the award to cover grant administration costs including finances, reporting and coordination among the three cities and two mental health partners.
RECOMMENDATION:
Authorize an application to the Health Forward Foundation for the Eastern Jackson County Mental Health Co-Responders Program in the amount of $476,000 to be submitted through MARC’s 501(c)3 entity, MARC Community Services Corporation

STAFF CONTACT:
Lauren Palmer
ISSUE:
VOTE: Authorize the submission of grant applications to the USDA Nutrition Incentive Program to continue the Double Up Food Bucks Heartland Program (2020 - 2022)

BACKGROUND:
In June 2016, the U.S. Department of Agriculture awarded a $2.9 million Food Insecurity Nutrition Incentive (FINI) grant to MARC to fund a three-year expansion of the Double Up Food Bucks program, which provides SNAP customers who purchase produce at participating locations with a dollar-for-dollar matching incentive for additional produce purchases. After launching a successful pilot program in five grocery stores in 2015, MARC and its grant partners used the FINI grant to expand the program, reaching 96 grocery stores and 43 farmers markets in 2018. The program is offered in the Kansas City metro, eastern Kansas, the St. Louis metro and central and southern Missouri. MARC received an extension from USDA to continue to operate the program through the end of 2019.

The USDA has issued a call for applications for the new Nutrition Incentive Program (Gus Schumacher NIP) for the next three years (2020-2022). MARC has been in discussions with current and potential program partners and funders for a new application and expansion of the program to serve the entire state of Kansas.

- University of Kansas Medical Center, along with University of Kansas and St. Louis University (evaluation services)
- Cultivate KC (farmers markets in KC metro area)
- University of Kansas Extension Service
- Kansas State University Rural Grocer Initiative
- Retail Grocers Association
- University of Missouri Extension Service
- Missouri Coalition for the Environment (St. Louis Food Policy Coalition)

In anticipation of the call for applications, MARC and its program partners have sent out a communication to farmers markets and grocery stores throughout the two-state area that are in a position to participate in the program. Important factors for both grocery stores and farmers markets are locations that serve SNAP customers, the ability to operate the program (farmers markets must accept SNAP; grocers must have a loyalty program to record incentive earnings and allow for redemptions); and a willingness to provide data and track expenditures and incentives awarded.

The USDA grant requires a 1:1 match of federal-to-local funding. MARC is currently in discussions with potential matching funds partners. The Kansas Health Foundation board has authorized a $1,745,000 grant to MARC for a new three-year program supporting Kansas. MARC anticipates applying to the USDA for approximately $3 million and securing commitments from non-federal funders for the matching $3 million. Requests have been made to the Health Forward Foundation for $600,000 and to the Marion and Henry Bloch Foundation for $150,000. Additional requests will be made over the next four weeks. Matching resources do not need to be fully committed by the application deadline but will need to be in place prior to the grant award, which is expected by September 30, 2019.
BUDGET CONSIDERATIONS:
The following is an early budget based on estimates that will be refined over the next few weeks, prior to the grant deadline of June 10. The budget is divided by geography. A small portion of the Kansas Health Foundation grant ($100,000 to cover program support costs) is not included in the budget below due to falling outside the timeframe of the grant or not an allowable expense for the USDA grant.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>EASTERN KS</th>
<th>KCMETRO</th>
<th>E &amp; S MO</th>
</tr>
</thead>
<tbody>
<tr>
<td>USDA Nutrition Incentive</td>
<td>$ 925,000</td>
<td>$ 960,000</td>
<td>$ 850,000</td>
</tr>
<tr>
<td>Kansas Health Foundation</td>
<td>$ 980,000</td>
<td>$ 665,000</td>
<td></td>
</tr>
<tr>
<td>Other Foundations</td>
<td>$ 170,000</td>
<td>$ 700,000</td>
<td>$ 800,000</td>
</tr>
<tr>
<td>Local Governments</td>
<td>$ 60,000</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td>in kind contributions</td>
<td>$ 60,000</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 2,075,000</td>
<td>$ 2,385,000</td>
<td>$ 1,710,000</td>
</tr>
</tbody>
</table>

| STAFF EXPENSES                                 | $          |         | $       |

| MARC SALARY, FRINGE, INDIRECT, RENT            | $ 100,000  | $ 235,000 | $ 85,000 | $ 420,000 |
| MARC Research - Data Portal                   | $ 75,000   | $ 40,000  | $ 35,000 | $ 150,000 |

| INCENTIVES                                    | $          |         | $       |
| FARMERS MARKETS                               | $ 190,000  | $ 215,000 | $ 200,000 | $ 605,000 |
| GROCERY STORES                                | $ 850,000  | $ 1,080,000 | $ 625,000 | $ 2,505,000 |
| CONTRACTUAL                                   | $ 395,000  | $ 315,000 | $ 235,000 | $ 895,000 |
| partner in-kind                               | $ 60,000   | $       |         | $ 60,000 |
| POSTAGE                                       | $ 210,000  | $ 235,000 | $ 215,000 | $ 660,000 |
| PRINTING                                      | $ 50,000   | $ 50,000  | $ 50,000 | $ 150,000 |
| TRAVEL                                        | $ 20,000   | $ 20,000  | $ 10,000 | $ 50,000 |
| EVALUATION - KUMCRI                           | $ 185,000  | $ 195,000 | $ 195,000 | $ 575,000 |
| TOTAL                                         | $ 2,075,000 | $ 2,385,000 | $ 1,710,000 | $ 6,070,000 |

RECOMMENDATION:
Authorize the executive director to submit applications, and accept funds if awarded, to the US Department of Agriculture for the Gus Schumacher Nutrition Incentive Program, the Kansas Health Foundation, the Health Forward Foundation, the Marion and Henry Bloch Foundation, and other foundations and local governments as described above to continue and expand the Double Up Food Bucks Heartland Program (2020 - 2022).

STAFF CONTACT:
Donna Martin
Marlene Nagel
ISSUE:
VOTE: Authorize modifications to existing contracts with Four B Corporation and Cultivate KC for the current Double Up Food Bucks Heartland Nutrition Incentive Program

BACKGROUND:
In July 2016, MARC launched the Double Up Heartland initiative to help SNAP (Supplemental Nutrition Assistance Program) recipients eat healthier diets by offering dollar-for-dollar incentives for the purchase of locally grown fresh produce at participating grocery stores and farmers markets in the Kansas City region, in St. Louis and in eastern Kansas.

MARC and a coalition of partners received a three-year USDA grant for $2,888,979 to demonstrate the effectiveness of an incentive program to increase the purchase of fruits and vegetables among SNAP consumers. Private foundations and local governments provided $2.9 million in matching funds. Over 220,000 area residents rely on federal SNAP dollars.

The USDA requires that at least 51 percent of the budget is focused on incentives for SNAP recipients at participating farmers markets and grocery stores. In the greater Kansas City area, the Four B Corporation (Balls Foods - Price Chopper stores) offers the Double Up program in 14 stores. Cultivate KC operates the Double Up Program at area farmers markets. Due to weather conditions and changes in participating farmers markets, MARC is reducing the total budget for Cultivate KC incentives by $350,000 and increasing the total budget for Four B Corporation incentives by $350,000. The demand for the program by SNAP customers in the grocery stores has increased substantially. The total contract for Cultivate KC is reduced to $840,302 and the total contract for Four B Corporation is increased to $1,250,000.

RECOMMENDATION:
Authorize the changes to the Cultivate KC contract for a new total of $840,302 and the Four B Corporation contract for a new total of $1,250,000 for the Double Up Food Bucks Program.

STAFF CONTACT:
Marlene Nagel
Donna Martin
ISSUE:
VOTE: Authorize expenditures for printing and postage for annual mass mailing to inform SNAP clients about the Double Up Food Bucks Heartland Nutrition Incentive Program

BACKGROUND:
In July 2016, MARC launched the Double Up Heartland initiative to help SNAP recipients eat healthier foods by offering incentives at grocery stores and farmers markets in the Kansas City and St. Louis metros as well as selected cities across Missouri and Kansas. MARC and project partners received a $2.9 million grant from the US Department of Agriculture and matching grants from local governments and philanthropies to fund the three-year project, which allows SNAP customers to double their purchasing power for fresh fruits and vegetables.

Partners include Cultivate Kansas City, Fair Food Network, and University of Kansas Medical Center, Douglas County, Kansas, and East-West Coordinating Council (the St. Louis MPO). Cultivate Kansas City is a local nonprofit supporting farmers markets, which offer double value to SNAP recipients at metro area farmers markets. Fair Food Network is a national nonprofit leading food incentive programs in a number of communities throughout the country.

In each of the first three years, MARC has worked with the Kansas and Missouri state agencies managing the SNAP program to send letters and fliers about the program to SNAP recipients in zip codes where participating grocery stores and farmers markets were located. James Printing was the low bidder for the printing of fliers and letters, envelopes and postage. The assembled materials were delivered to the state offices, where mailing labels to SNAP recipients were added and the envelopes mailed. The postage cost is about 70 percent of the total cost for the mailing.

MARC is preparing a similar mailing for 2019. The budget for the grant included funds for the mailings each of the grant’s three years. The SNAP households in zip codes with participating locations are summarized below by geographic area:

<table>
<thead>
<tr>
<th>Geographic Area</th>
<th>Number of Households</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas City Metro</td>
<td>21,818</td>
</tr>
<tr>
<td>St. Louis Metro</td>
<td>19,112</td>
</tr>
<tr>
<td>Other Missouri</td>
<td>23,523</td>
</tr>
<tr>
<td>Other Kansas</td>
<td>9,040</td>
</tr>
<tr>
<td>Total</td>
<td>73,493</td>
</tr>
</tbody>
</table>

The total cost for printing letters and fliers, folding, stuffing and sealing envelopes, labeling and postage is about 78 cents per piece, for a total of approximately $57,500. James Printing (now called Modern Litho) is once again the low bidder for the 2019 printing.

BUDGET CONSIDERATIONS
The printing and postage costs were included in the budget for the three-year initiative.
RECOMMENDATION
Authorize MARC to use Double Up Heartland grant funds to pay for printing and postage costs not to exceed $60,000 to mail information to SNAP households in participating locations as described above.

STAFF CONTACT
Marlene Nagel
Donna Martin
ISSUE:
VOTE: Authorize a contract with Hagerty Consulting to support regional emergency response exercises

BACKGROUND:
In 2017, MARC was awarded the Complex Coordinated Terrorist Attack (CCTA) grant from the US Department of Homeland Security. The three-year grant is intended to increase regional and local capabilities to deter, respond and recover from multiple coordinated terrorist threats. Assessments have been completed for each of the counties and largest jurisdictions, and work is underway with planning several exercise activities to address gaps for local agency personnel.

Ten activities ranging from workshops, tabletop exercises to full scale exercises have been identified and scheduled through September of 2020. The participants expected to attend the exercises will be first responders, senior command staff and community partners from different disciplines within the region. These exercises will build proficiencies and prepare agencies across the region to better mobilize resources, interdict threats, conduct operations to minimize loss of life, and meet the needs of survivors in order to recover more quickly from a CCTA.

The dates listed for each activity are the expected completion dates, including preparation of the After-Action/Improvement Plan reports.

<table>
<thead>
<tr>
<th>Activity No.</th>
<th>Title</th>
<th>Target Audience</th>
<th>Estimated Number Participants</th>
<th>Estimated Length</th>
<th>Estimated Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CCTA Regional PIO Workshop</td>
<td>Region PIOs</td>
<td>40 - 60</td>
<td>4 hours</td>
<td>6/30/2019</td>
</tr>
<tr>
<td>2</td>
<td>Initial Regional CCTA Workshop</td>
<td>Supervisory responders, senior command and community partners</td>
<td>75 - 100</td>
<td>4 Hours</td>
<td>6/30/2019</td>
</tr>
<tr>
<td>3</td>
<td>Series 1 Regional CCTA TTX</td>
<td>Supervisory responders, senior command and community partners</td>
<td>100 – 150</td>
<td>4 Hours</td>
<td>6/30/2019</td>
</tr>
<tr>
<td>4</td>
<td>Human Services Workshop</td>
<td>Law enforcement, emergency management, fatality management personnel, community partners</td>
<td>40 -60</td>
<td>4 Hours</td>
<td>7/31/2019</td>
</tr>
<tr>
<td>5</td>
<td>Series 1 Regional CCTA Functional Exercises</td>
<td>Field-level operators, community partners and operational leaders</td>
<td>150 – 250</td>
<td>8 Hours</td>
<td>8/30/2019</td>
</tr>
<tr>
<td>6</td>
<td>Series 1 Regional CCTA Full-Scale Exercise</td>
<td>Supervisory responders, senior command, community partners, operational leaders, and relevant field-level operators</td>
<td>250 - 300</td>
<td>8 Hours</td>
<td>11/31/2019</td>
</tr>
</tbody>
</table>
MARC issued a request for proposal from firms to assist the Emergency Services staff with developing strategies for the exercise development, planning and facilitating the planning conference, developing exercise documentation, controlling the exercise, facilitating the improvement planning process and finalizing after-actions reports. Six proposals were received, and a selection committee interviewed three firms. The selection committee has recommended Hagerty Consulting to support the CCTA exercise program as described above.

BUDGET CONSIDERATIONS
The approved CCTA budget for the 2019-2020 Exercise series is $500,000.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
<th>$ 500,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>Source</td>
<td>US Dept. of Homeland Security CCTA Grant</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th></th>
<th>$ 500,000.00</th>
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</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>Contractual</td>
<td>$ 500,000.00</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>Other (supplies, printing, etc.)</td>
<td>$ 500,000.00</td>
</tr>
</tbody>
</table>

COMMITTEE ACTION
The Regional Homeland Security Coordinating Committee has included these expenses in the CCTA budget.

RECOMMENDATION
Authorize the executive director to negotiate and execute an agreement with Hagerty Consulting in an amount not to exceed $500,000 for CCTA exercise support for the Homeland Security/Emergency Services Program.

STAFF CONTACT
Erin Lynch
Diana Mendoza-Cauley
ISSUE:
VOTE: Authorize an agreement with Atchison County to join the regional 911 system

BACKGROUND:
The Regional 911 System currently serves the nine counties that are members of the Mid-America Regional Council plus Douglas County, Kansas. The Atchison County Joint Communications Board has requested that Atchison County become a part of the regional 911 system.

This request would add a combined Atchison County and City of Atchison public safety answering point (PSAP) to the system. The Public Safety Communications Board’s (PSCB) policy for new agencies desiring to join the regional 911 system sets out the following criteria to guide decisions by the PSCB.

- Location of the agency or community is contiguous to the counties participating in the Regional 911 System, or there is a relationship between the agency or community’s service area and the Regional 911 System’s existing service area.
- The local officials in the community making the request to join the Regional 911 System have the support of the governing body of their county and participating cities.
- The cost to provide the Regional 911 System services to the requesting agency or community will be covered by that agency or community and not pose a financial burden on Kansas City metro area counties to allow for services to be delivered.
- The delivery of the Regional 911 System services to the requesting agency or community will not detract from the level of service needed by Kansas City metro area PSAPs.

The request is consistent with the Public Safety Communications Board policy criteria. Atchison County is contiguous to the region; the Atchison County Commission, the City of Atchison and the Joint Communications Board approved this action in May 2019; Atchison County will cover all costs associated with their joining and participation in the regional system; and the service to Atchison County will not detract from the level of service to other PSAPs in the region. Atchison County is currently using the same equipment and software as PSAPs in the MARC region. The agreement between the county and MARC is for one year and may be renewed annually.
AGENDA REPORT
Budget and Personnel Committee

BUDGET CONSIDERATIONS:
Initial costs to connect to the system will be paid by Atchison County. Once added to the system, the county’s population will equal 0.083% of the overall regional total. Costs for the regional 911 system are shared by participating counties on a per capita basis.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>$61,582.68 year</td>
</tr>
<tr>
<td>Atchison County 911 Allocation funds</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Network/Other Circuits</td>
<td>$16,656.84</td>
</tr>
<tr>
<td>Language Line</td>
<td>$448.44</td>
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<tr>
<td>SS7</td>
<td>$315.60</td>
</tr>
<tr>
<td>GIS Coordination</td>
<td>$2,381.88</td>
</tr>
<tr>
<td>GTI Coordination</td>
<td>$1,426.68</td>
</tr>
<tr>
<td>MARC Coordination</td>
<td>$13,344.48</td>
</tr>
<tr>
<td>Capital Projects Fund</td>
<td>$13,082.28</td>
</tr>
<tr>
<td>RAMBIS Maintenance</td>
<td>$3,176.40</td>
</tr>
<tr>
<td>Equipment Maintenance</td>
<td>$5,714.28</td>
</tr>
<tr>
<td>Cost Shares</td>
<td>$5,035.56</td>
</tr>
</tbody>
</table>

COMMITTEE ACTION:
The Public Safety Communications Board approved the addition of Atchison County to the regional 911 system at its March 27th meeting.

RECOMMENDATION:
Authorize the executive director to enter into an agreement with Atchison County to join the regional 911 system.

STAFF CONTACT:
Eric Winebrenner
ISSUE:
VOTE: Authorize a 12-month contract with AT&T for T-1 lines to support the 911 system

BACKGROUND:
MARC has had contracts with AT&T for T-1 lines to support the 911 system. These T-1 lines provide greater speed and capacity to deliver calls and data to the public safety answering points (PSAPs). As these contracts are expiring, the cost for new contracts is increasing by as much as 400 percent.

Previously, MARC evaluated the need to add redundancy for connections to each PSAP to avoid a single point of failure. At the same time, MARC looked at using newer technology for the connections to improve service and reduce costs. To be fiscally responsible MARC has been updating T-1 copper lines with microwave or municipal fiber when possible and ethernet service when the other options are not available. There are three T-1 circuits that have expired, and work is underway to transition to microwave, municipal fiber or ethernet service. However, while the transition is being completed there is a need to extend the contract for the three circuits with AT&T for 12 months.

AT&T has quoted a cost of $27,072 to renew the T-1 contract on these three circuits for 12 months. The cost for each of the circuits without the new contract would be $2,768.09 per month (total for all 3 for one year = $98,139.24).

BUDGET CONSIDERATIONS:
The 12-month contract is for 3 existing circuits:

<table>
<thead>
<tr>
<th>Circuit</th>
<th>Monthly Cost</th>
<th>Total Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>81.DHXS.051094</td>
<td>$771.50</td>
<td>$9,258.00</td>
</tr>
<tr>
<td>81.DHXS.500424</td>
<td>$693.50</td>
<td>$8,322.00</td>
</tr>
<tr>
<td>81.DHXS.051330</td>
<td>$791.00</td>
<td>$9,492.00</td>
</tr>
</tbody>
</table>

REVENUES
Source
PROJECTED EXPENSES
Personnel (salaries, fringe, rent)
Contractual $27,072
Pass-Through
Other (supplies, printing, etc.)

COMMITTEE ACTION:
The Public Safety Communications Board has approved this activity.

RECOMMENDATION:
Approve a new contract with AT&T for three T-1 circuits for a term of twelve months at a cost of $27,072.

STAFF CONTACT:
Eric Winebrenner
AGENDA REPORT
Budget and Personnel Committee

May 2019
Item No. 2-p
Policy Area: Safe and Secure Communities

ISSUE:
VOTE: Approve an agreement with AT&T for ethernet service for the 911 network

BACKGROUND:
MARC has had contracts with AT&T for T-1 lines to support the 911 system. These T-1 lines have provided for greater speed and capacity to deliver calls and data to the public safety answering points (PSAPs). As these contracts are expiring, the cost for new contracts is increasing by as much as 400 percent. In addition, ethernet now offers increased capacity and speed for the 911 system.

A number of years ago, MARC evaluated the need to add redundancy for connections to each PSAP to avoid a single point of failure. At the same time, MARC looked at using newer technology for the connections to increase system capacity, improve service and reduce costs. To be fiscally responsible, MARC has been updating T-1 copper lines with microwave or municipal fiber when possible and Ethernet service when the other options are not available.

There is a need to replace the T-1 copper connection (81.DHXS.051330, Pleasant Valley to KCMO) with ethernet service.

BUDGET CONSIDERATIONS:
The 12-month contract for the T-1 line for this connection is $791/month. The cost for the ethernet service will be $1046 per month.

<table>
<thead>
<tr>
<th>REVENUES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>Source</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
</tr>
<tr>
<td>Contractual</td>
</tr>
<tr>
<td>Pass-Through</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
</tr>
</tbody>
</table>

COMMITTEE ACTION:
The Public Safety Communications Board has approved this five-year agreement with AT&T.

RECOMMENDATION:
Approve the agreement with AT&T for ethernet service for the 911 network for a 60-month term at $1046.00 per month.

STAFF CONTACT:
Erick Winebrenner, Public Safety Program Director
ISSUE:
VOTE: Approve the minutes of the April 23, 2019, meeting

BACKGROUND:
The minutes of the April 23, 2019, meeting are enclosed.

RECOMMENDATION:
Approve the minutes of the April 23, 2019, meeting.

STAFF CONTACT:
David Warm
Kerry Kudron
CALL TO ORDER
Mayor Weir called the Budget and Personnel Committee meeting to order at 11:17 a.m.
FINANCIAL AND PROGRAM REPORTS AND DISCUSSION

REVIEW OF YEAR-END AND QUARTERLY FINANCIAL STATEMENTS
Carol Gonzales reviewed the year-end and quarterly financial statements. She noted that the audit process had begun; however, the 2018 funds in this report were not audited figures.

2018 YEAR-END HIGHLIGHTS

- General Fund - Revenues and Expenditures by Program. We received 102 percent of budgeted Local Dues and 97 percent of the budgeted amount for Emergency Services Local Contributions. The Indirect Costs and Fringe Benefits Allocation had a deficit of $244,313.62 for the year, which is higher than was budgeted. As the Indirect Cost Allocation Plan is prepared, further analysis will be conducted and adjustments will be made to ensure adequate funding. Based on policy, one-half of the ending unrestricted balance in the General Fund is transferred to the Long-Term Contingency Fund. A transfer of $70,287.50 was made at the end of 2018.

- Special Revenue Fund - Revenues and Expenditures by Program. Because the Special Revenue Fund serves primarily as the “pass through” account for grants, revenues are recorded as expenses are paid, always showing a zero fund balance. As of the end of the year, we had recorded $63.7M (97 percent) of the $65.7M budgeted for grant revenue.

- Enterprise Fund - Revenues and Expenditures by Program. GTI and Small Cities ended the year with revenues exceeding expenses. Negative fund balances still exist due to the carryover from prior years, but progress was made toward addressing those. New Aging and Adult Services programs for the Veteran’s Services and the Managed Services Network were included in the Enterprise Fund for the first time in 2018.

- Indirect Costs and Fringe Benefits - There was a planned deficiency in Indirect for 2018 to offset the surplus from 2016. Indirect expenses and fringe benefits ended the year with greater deficiencies than budgeted. This will be further analyzed as we prepare the Indirect Cost Allocation Plan for 2020.

- Cash Utilization and Investment Income - In 2018, we held our investment amount stable at $4M, reinvesting $2.5M during the year due to maturing investments. In each case, we were able to obtain higher interest rates. Monthly investment income increased through the year. In 2018, we earned $77,616.15 in total investment income. MARC has a fiduciary responsibility to allocate a portion of the investment earnings to the child care endowment fund and the solid waste district.

- Long-Term Contingency - In 2018, we were able to make a larger transfer than in recent years, primarily due to additional interest earned. We are still below our goal of 12 percent; however, this year’s rollover helped.

Detailed schedules charts were provided in the meeting packet.

2019 FIRST QUARTER HIGHLIGHTS

- General Fund - Revenues and Expenditures by Program. Local dues for programs have been invoiced, and revenue is recorded when invoiced, so currently, revenue reflects the total amount invoiced, regardless of whether payment has been received. A more detailed report on local dues will be included in the second quarter report.

- Special Revenue Fund - Revenues and Expenditures by Program. Because the Special Revenue Fund serves primarily as the “pass through” account for grants, revenues are recorded as expenses are paid, always showing a zero fund balance. At the end of the first quarter we
have received $9.1M in revenues, 14 percent of budget. Typically, there is a lag time for grants after year end.

- Enterprise Fund - Revenues and Expenditures by Program. In the 2019 Budget, the Government Training Institute, CORE 4 and Government Innovations Forum were moved into the Enterprise Fund. A new Early Learning program, Educare, has also been included. GTI and GIF Membership Dues invoices have been sent and revenue was recorded when invoiced. Several projects are underway in the Small Cities program that will be invoiced when completed.

- Indirect Costs and Fringe Benefits - Revenues and costs are generally running as expected for first quarter of the year and will continue to be monitored. Budgeted amounts for the Health Insurance Subsidy and Cafeteria Allowance were shown on this month’s Budget and Personnel Committee agenda.

- Cash Utilization and Investment Income - This schedule shows the cash balances at the end of each month, along with the investments that we hold to earn interest. Schedule 5B provides a new graph developed to help monitor cash balance trends and identify whether additional funds are available for investment. Schedule 5C shows investment earnings by month.

- Revenues and Expenses by Fund - This schedule compares actual revenues and expenses to the budget. At the close of the first quarter, revenues totaled 17 percent of budget with expenses at 15 percent.

Detailed schedules charts were provided in the meeting packet.

DISCUSSION:
David Warm said that the financial details are complex and can be hard to absorb so we are looking at different ways to communicate MARC’s financial health, and that it is important for the committee and the Board. He said that the finance team is working to provide a series of high-level dashboards and other metrics to make the finances easier to access, absorb and understand. Mayor Pro Tem Wagner asked when the new information would be available. Ms. Gonzales said that some new visuals should be available by the next quarter and a good product with measures that the committee agrees are helpful should be in place by the end of the year.

APPROVE CONTRACTS, GRANTS AND OTHER MAJOR EXPENDITURES

AUTHORIZE CHANGES TO MARC’S EMPLOYEE FRINGE BENEFIT PACKAGE EFFECTIVE JULY 1, 2019
Ms. Gonzales reported that MARC’s cafeteria, health, dental and vision insurance plans operate on a July 1–June 30 plan year. MARC currently offers five health insurance plans, one dental plan and one vision plan to employees, all obtained through Midwest Public Risk (MPR). In late February, in anticipation of high increases in premiums, staff enlisted the assistance of our broker, Hallier Reed, to evaluate our plans and provide some comparisons to the market.

Hallier Reed presented several key findings:

- MARC offers more plans than most employers.
- MARC’s plan deductibles are lower than average, premiums for our High Deductible Health Plans (HDHP) are lower than average, and premiums for the OAP and INO plans are higher than average.
- For organizations of similar size, average employer cost-share rates are 62 percent for family plans and 82 percent for individual plans.

Ms. Gonzales reported that after much research, discussion and financial analysis, recommendations for the 2019-2020 Plan Year are as follows:
• New Health Insurance premiums and employer cost share as shown in the chart below.

<table>
<thead>
<tr>
<th>Plan</th>
<th>Total Monthly Premium</th>
<th>Employer Share</th>
<th>Employee Share</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Open Access 1500</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Family</td>
<td>$2014.98</td>
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<td>Tier 2</td>
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<tr>
<td>Single</td>
<td>746.46</td>
<td>474.45</td>
<td>272.01</td>
</tr>
<tr>
<td><strong>High Deductible 1500</strong>*</td>
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<td></td>
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<tr>
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<td>$1592.08</td>
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<td>$444.99</td>
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<td>Tier 2</td>
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<tr>
<td>Single</td>
<td>578.60</td>
<td>474.45</td>
<td>104.15</td>
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<tr>
<td><strong>High Deductible 2500</strong></td>
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<td></td>
<td></td>
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<tr>
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</tr>
<tr>
<td>Single</td>
<td>516.64</td>
<td>474.45</td>
<td>42.19</td>
</tr>
</tbody>
</table>

*N*Core Plan

• No changes to Vision and Dental insurance. Employees who elect Vision and/or Dental plans may use their Cafeteria Plan Allowance for premiums. There is no other cost sharing from MARC.
• Cafeteria Plan Allowance increased to $200/month. The estimated cost for 2019 is $336,000 and the budget includes $340,335.
• Pre-funding option for employees on the high deductible plans increased from $300 to $600 for individual and from $600 to $1,200 for family and tier 2, to be repaid through payroll deductions.

In 2018, actual expenses paid by MARC for health insurance were $770,357.74. Based on the cost-sharing and premiums shown above, the estimated cost of MARC’s portion of health insurance in 2019 is $993,568, which represents a conservative number assuming all positions will be filled for the entire year. The 2019 budget includes $1,047,669 for health insurance costs.

Ms. Gonzales requested approval to authorize changes to the employee fringe benefit package effective July 1, 2019, including offering three plans — the OAP 1500, HDHP 1500 and HDHP 2500 — with the cost sharing shown above; continuing to offer employee-funded vision and dental insurance; increasing the Cafeteria Plan Allowance to $200/month; and prefunding HDHP plan Health Savings Accounts at $600 (individual)/$1,200 (Tier 2/family) to be repaid by employees over the plan year.

**DISCUSSION:** Commissioner Odom asked for confirmation that MARC is staying with MPR for another year despite the increased premiums, and Mr. Warm confirmed that it is, with the shift from five to three plans and adjustments as shared by Ms. Gonzales. We were advised that due to the short timeframe and our small size of slightly over 100 participating employees, it would be difficult to get a competitive proposal and we should wait until early 2020 to review and assess the market. Commissioner Odom agreed with Mr. Warm that it is time to begin looking at other options.

**MOTION:** Mayor Pro Tem Lopez moved for approval. Mayor Pro Tem Suter seconded and the motion passed.
AUTHORIZE A LEASE AGREEMENT WITH KONICA MINOLTA FOR REPLACEMENT OF TWO COPIERS AND ADDITION OF A THIRD COPIER

Ms. Gonzales reported that MARC has two large Konica Minolta copiers - a black and white copier on the second floor and a color copier on the third floor. The lease on both copiers is due to expire at the end of 2019. In addition, the Aging and Adult Services department needs a small copier with scanning functionality for use only by aging staff, since client confidentiality is required when copying or scanning documents.

Konica Minolta offered a program that would include the following for a monthly cost of $2,879.28:

- Replace the two existing copiers with two new copiers now rather than waiting until the end of the year.
- Upgrade the management software to the latest edition.
- Add a new copier for the Aging Services department. This includes a software management license.
- Upgrade the second floor black and white copier to the same type of color copier currently used on the third floor.
- Change billing to a set amount rather than a per-copy rate with overage charges.
- Move management software to a virtual print server.
- Continue full maintenance coverage.

Staff considered conducting a formal bid process; however, our cooperative purchasing manager verified the pricing Konica Minolta offered is based on a contract derived from a competitive process through Sourcewell, a cooperative contract for buyers in the public sector.

Staff recommended accepting this proposal because the equipment upgrades will cost just slightly more than what we pay for two used copiers now; the flat monthly rate eliminates overage costs; and continuing with familiar equipment would eliminate the need for user training.

The copier lease costs are budgeted and charged as an Indirect Fund expense. In 2019, $38,975 was included in the budget for reproduction costs. Current average annual costs are running about $30,382. With the new proposal and additional copier, the new three-year lease agreement would total $34,551/year.

MOTION: Mayor Pro Tem Suter moved for approval and Commissioner Odom seconded. The motion passed.

AUTHORIZE AGREEMENTS WITH CONSCIOUS DISCIPLINE AND THE ADAM’S MARK HOTEL AND CONFERENCE CENTER FOR A FIVE-DAY HEAD START SUMMER INSTITUTE

Jovannah Rohs reported that in February, the MARC Board authorized MARC to apply to the Administration for Children and Families (ACF) for Cost of Living Adjustment Funding (COLA) in the amount of $439,930. The grant was awarded in April. ACF establishes the award amount and allows grantees to apply any funds not used for salary increases to operating costs. Not all service providers need or accept COLA funds — some because their base pay rates and salary increases already exceed the amounts specified in the grant, and others because they do not have other funding sources to provide comparable wage increases to their non-Head Start personnel. MARC’s grant application to ACF outlined other ways in which funds not designated for COLA increases would be used, based on priorities identified by partners and service providers.

A key priority is to bring a five-day Conscious Discipline Summer Institute for education and family service staff to the region. As one of its long-term goals, MARC has committed to prioritizing the
development of social competence and emotional well-being when making decisions about and implementing all program practices. All programs have developed wellness action plans that include a priority for increased professional development opportunities related to social emotional competence.

Conscious Discipline, a leader in classroom management, provides a transformational, whole-school solution for social-emotional learning, discipline and self-regulation that supports these goals. The Conscious Discipline model is used in all programs, and training is highly sought after. Normally, the training is only available out of state, and travel expenses plus training costs average about $4,000 per person, making it cost-prohibitive to send more than a handful of teachers. MARC has the opportunity to bring a customized five-day Conscious Discipline to the region in June 2019, which will provide training to 150 staff for a total training cost of $100,000.

In addition, MARC seeks approval to enter into an agreement with the Adam’s Mark Hotel and Conference Center to serve as a venue for the five-day training. MARC solicited proposals from multiple hotels and conference centers in the KC Metro and selected the Adam’s Mark Hotel and Conference Center, a central location that will provide easy access to staff coming from 18 locations throughout Clay, Platte and Jackson counties. Total cost of this contract is $29,160.

MOTION: Commissioner Odom moved for approval and Mayor Pro Tem Lopez seconded. The motion passed.

James Stowe suggested that the following three requests be combined in one vote and the Board concurred.

AUTHORIZE ACCEPTANCE OF SUBRECIPIENT GRANT FUNDS FROM THE ADMINISTRATION FOR COMMUNITY LIVING FOR DELIVERY OF IN-HOME CARE MANAGEMENT TO PERSONS WITH DEMENTIA

Mr. Stowe reported that the Missouri Association of Area Agencies on Aging (MA4) is seeking to build capacity in expert community services delivered to persons with dementia and their caregivers. MA4 has allocated $271,075 to MARC over three years to provide these services.

MA4 has selected the TCARE® (Tailored Care) system for this project. TCARE® is the only ACL-certified, top-tier, evidence-based care management platform for persons with dementia, and the TCARE® system has proven to be an effective approach in other states, including those with statewide deployment in Medicaid environments. This system provides individuals with dementia and their caregivers a highly detailed assessment and resultant care plan that links to the Trualta e-learning platform, a skills-based platform with online or printed educational modules designed for caregivers of persons with dementia, and other community resources. We have previously partaken in this program and this three-year grant would bring that format into our services for a longer term.

As a subrecipient, MARC will provide in-home care management, using the TCARE® system, to at least 228 individuals in its five-county service area over the three-year performance period. Clients will be referred by community agencies and health care providers, as well as through normal AAA channels. As part of this program, MARC will update assessment forms and protocols to better identify Alzheimer’s disease and related dementia in clients and build capacity in targeted services and supports.

As recommended by the Commission on Aging, Mr. Stowe requested approval to authorize MARC to accept $271,075 in subrecipient grant funds from the Administration for Community Living for a three-year collaboration with the Missouri Association of Area Agencies on Aging to deliver in-home
care management to persons with dementia and authorize expenditures of up to $92,953 budgeted for Year 1.

**AUTHORIZE SUBMISSION OF MARC AREA AGENCY ON AGING’S STATE-MANDATED AREA PLAN AND ACCEPTANCE/EXPENDITURE OF ALLOTTED OLDER AMERICANS ACT FUNDS**

Next, Mr. Stowe reported that MARC is preparing to submit its state-mandated area plan and expend Older Americans Act funds. State Fiscal Year 2020 will represent the third of four annual updates to the four-year plan adopted in SFY2018 plan. He provided an overview of the budget status and shared that as the budget and revenue sources change, he will provide updates to the committee. Mr. Stowe said that nutrition, especially home-delivered meals and congregate meals, is a major portion of what we do in the community with the Older Americans Act funding. Other revenue sources include Medicaid revenues, local matches and other dollars totaling about $5.3M of Older Americans Act funds. When including all other funds and in-kind match, the total is around $8.1M for SFY2020. Charts of the area plan budget amendment, an allotment comparison and summary of the amended Goals and Objectives were provided to the committee in the meeting packet. This information, coupled with estimated carryover dollars from SFY 2019, as well as other funding, including local sources and MoDOT, will be incorporated into the area plan budget. All finalized files will be available upon request by May 1, 2019.

**AUTHORIZE ACCEPTANCE OF DESIGNATED AGING AND ADULT SERVICES PROPOSALS AND RENEWALS OF CONTRACTS**

Finally, Mr. Stowe reported that MARC’s Aging and Adult Services recently issued a Request for Proposals for selected services for SFY 2020. Other services that were high-performing, or in which there was no immediate perceived opportunity to improve effectiveness, were renewed where contract provisions allowed (specifically, catered meals; community center services, including supplemental services; structured respite for one provider; care management; in-home services; non-urban coordinated transportation in Ray County; pre-plated home-delivered meals; contracted registered dietician services, and Grandparents-as-Parents education and support program).

Proposals for the following services were received and scored by MARC:

- Transportation proposals (demand and demand lift ramp)
- Information and Referral (sole respondent)
- Integrated Care Network Partner Services (1st quarter, 2019 provider pool)

A detailed summary of proposals and recommendations was provided in the meeting packet, and Mr. Stowe provided an overview of the recommendations:

- For demand transportation services, Jewish Family Services was selected. JFS has the ability to broker transportation network company rides with Uber and Lyft.
- For demand lift-ramp transportation, KC Taxi was selected to continue.
- For information and referral services, currently handled by our staff, United Way 2-1-1 of Greater Kansas City was selected as the sole respondent to the RFP.
- For Integrated Care Network Partner Services, new applicants are reviewed each quarter. The RFP will remain posted until the network is saturate with providers with the capacity to serve the region. Two new agencies submitted applications and will be added to the network.

No responses were received by the due date for Legal Services, or contract pharmacist services and care management services. The University of Missouri Kansas City (UMKC) School of Law and Legal Aid of Western Missouri both expressed interest in providing legal services for SFY 2020. Providers and contract specifications for each will be submitted for approval prior to service initiation on July 1, 2019. All other services were reviewed and recommended for renewal.
DISCUSSION:
Mayor Pro Tem Wagner asked for an explanation of KC Taxi’s two-rate cost structure. Mr. Stowe said that the company had stated they made a heavy investment in ADA-accessible vehicles and would charge the higher rate if MARC used other contractors whose fleets did not meet ADA-accessibility requirements. We do not anticipate paying this penalty because KC Taxi is the sole provider selected for this service.

Regarding Legal Aid’s expressed reluctance to provide services under the RFP specifications, Mayor Pro Tem Wagner asked if the specs could be changed to facilitate a more traditional contract. Mr. Stowe said that was a possibility. The RFP specifications sought provision of legal services in a more targeted manner to serve the highest-risk clients under care management. During the care management engagement, legal assistance needs are identified and legal services are brought in as needed for each individual case. He said that in a typical example, an individual entering care management in a high-risk setting might apply for Medicaid and be denied, and legal services might help them appeal the denial. Legal Aid felt that model would reduce referral volume to their system and would prefer that they identify clients, authorize services and bill MARC for those services. Staff met with Legal Aid twice and are moving toward a resolution. We currently spend more funds than any other Area on Agency on legal services, 10 times our federal minimum. We believe a more targeted approach would help us understand if the legal service is having an impact on the client’s life by measuring at the client level, not the legal service level. If we can’t come to an amicable conclusion, we could change that specification back to a more traditional model.

Mr. Stowe said that all costs associated with the implementation of service provision for all recommended service providers will be incorporated into the SFY 2020 Area Plan Budget.

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

AUTHORIZE THE PURCHASE OF FIELD COMMUNICATIONS EQUIPMENT FROM ELECTRONIC TECHNOLOGIES, INC., TO SUPPORT OPERATION GREEN LIGHT
Ron Achelpohl reported that Operation Green Light (OGL) is a regional effort to improve the coordination of traffic signals and incident response on major routes throughout the region. MARC owns and operates an extensive field communications network to support the regional traffic signal control system. OGL manages over 1,200 network devices ranging from the licensed 18 GHz microwave backhaul equipment to unlicensed radios at the traffic signals, various network switches and supporting equipment. The components of the network are located throughout the region in 16 locations that include water towers and rooftops and at the traffic signals.

MARC seeks approval to purchase equipment from Electronic Technologies, Inc. (ETI), in an amount of up to $200,000, to replace aging distribution radios that serve approximately 17 percent of the network.

Contracts competitively bid by the Kansas City Regional Purchasing Cooperative (KCRPC) will be used for this purchase. The unlicensed on-street distribution radio equipment from Radwin was tested during the spring of 2014 and has proven to be the radio of choice to replace outdated Alvarion radio products. The new backbone link will represent the final Ceragon upgrade of all the tower-to-tower connections.

Funds for this purchase were included in the Operation Green Light operations budget. This procurement will be funded through Federal STP agreements administered by the Kansas and Missouri Departments of Transportation. Participating local governments provide matching funding for this
Mr. Achelpohl requested authorization for the executive director to issue purchase orders to ETI for the acquisition of Radwin, Ceragon, and other network switch equipment in an amount of up to $200,000.

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

Marlene Nagel asked to combine the next two items in a single vote and the Board concurred.

AUTHORIZE AN AGREEMENT WITH GRANITE CONSULTING TO HELP DEVELOP LOCAL CCTA PLANNING MATERIALS AND UPDATE REGIONAL PLANS

Ms. Nagel reported that in 2017, MARC was awarded a Complex Coordinated Terrorist Attack (CCTA) grant from the U.S. Department of Homeland Security to increase regional and local capabilities to deter, respond to and recover from multiple coordinated terrorist threats. Local assessments have been completed and planning is underway to develop, refine and adopt a common CCTA annex template for Local Emergency Operations Plans (LEOPs), conduct joint planning across select disciplines and to review and update the Regional Coordination Guide and emergency support function annexes as appropriate.

After issuing an RFQ earlier this year, MARC has selected Granite Consulting to assist with the following:

- Finalize the CCTA planning guide and annex for local government Local Emergency Operations Plans (LEOPs).
- Develop a regional agreement for resource sharing.
- Facilitate a planning process to review and update the Regional Coordination Guide and seven emergency support function annexes to address CCTA response and recovery.

The vendor is expected to complete the work by Sept. 30, 2019, at a cost not to exceed $31,000. Granite Consulting has the background and experience to complete this work effectively.

AUTHORIZE AN AGREEMENT WITH HAGERTY CONSULTING TO SUPPORT EMERGENCY SERVICES PLANNING, EXERCISE AND TRAINING COORDINATION ACTIVITIES

Ms. Nagel reported that using a cooperative purchasing contract negotiated through the Houston-Galveston Area Council H-GAC Buy program, MARC desires to contract with Hagerty Consulting, at a cost not to exceed $90,000, to support several planning, exercise, training and coordination activities for the Mid-America Local Emergency Planning Committee (LEPC) and other emergency service programs.

The LEPC brings private industry together with public emergency response agencies to help reduce the community’s risks from accidents involving hazardous chemicals through coordinated planning, training, exercises and public education. On behalf of the LEPC, MARC would retain Hagerty Consulting to:

- Review and update the multi-jurisdictional LEPC plan.
- Plan and conduct a tabletop exercise to test the updated LEPC plan.

In addition, the Regional Homeland Security Coordinating Committee has identified several other projects where short-term consultant assistance would be helpful to advance planning, training and
exercise priorities. Under the proposed agreement, Hagerty Consulting will:

- Review and update two emergency support function annexes — ESF 4 Firefighting and ESF 9 Urban Search and Rescue Plan — to reflect regional firefighting and suppression capability.
- Plan and conduct a tabletop exercise and a functional exercise to build on real-world experiences in the MARC region.
- Provide coordination of training and exercise events, including organizational support and logistics for training and exercises and committee meetings; providing updated content for the website and training calendar; and maintaining records of participation and providing certificates of participation.

MOTION: Councilmember Spears moved for approval and Mayor Pro Tem Suter seconded. The motion passed.

APPROVE CONSENT AGENDA
Mayor Weir asked for a motion to approve the consent agenda, which included one item:
- Approve the minutes of the March 26, 2019, meeting.

Mayor Pro Tem Suter moved for approval and Mayor Pro Tem Wagner seconded. The motion passed.

OTHER BUSINESS
There was no other business.

ADJOURNMENT
The meeting was adjourned at 11:59 a.m.

MINUTES APPROVED:

____________________________
Eileen Weir, Chair