1. Financial and Program Reports and Discussion
   a. REPORT: Review and Accept the Annual Audit for 2018

2. Approve Contracts, Grants and Other Major Expenditures
   QUALITY EARLY LEARNING
   a. VOTE: Authorize an agreement with the Local Investment Commission (LINC) to administer the Educare program
   b. VOTE: Authorize an agreement with The Family Conservancy (TFC) to provide professional development trainings and quality improvement technical assistance to Educare program participants
   c. VOTE: Authorize submission of a continuation application to the Office of Head Start for the Head Start and Early Head Start program
   d. VOTE: Approve agreement with the University of Missouri, allowing MARC’s Head Start program to provide consultant services for the University’s “Stronger Together” Missouri project from June through December 2019

   EFFECTIVE LOCAL GOVERNMENT
   e. VOTE: Authorize an application to the U.S. Department of Justice for the Comprehensive Opioid Abuse Site-based Program

   THRIVING OLDER ADULTS AND COMMUNITIES
   f. VOTE: Authorize MARC to submit a final revised SFY 2019 Aging Area Plan Budget to the Missouri Division of Senior and Disability Services

   SAFE AND SECURE COMMUNITIES
   g. VOTE: Authorize a contract with William Moberly for health care planning services for Emergency Services

   HEALTHY ENVIRONMENT
   h. VOTE: Adopt the Green Infrastructure Framework and authorize grant application to EPA for funding to support implementation

3. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
   a. Approve the minutes of the May 28, 2019, meeting.
4. Other Business

5. Adjournment

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

We will make every effort to meet reasonable requests. Free parking is available when visiting MARC. Visitors and guests should park on the upper level of the garage. An entrance directly into the conference area is available from this level. To enter this level from Broadway, turn west into the Rivergate Center parking lot. Please use any of the available spaces on the upper level at the top of the ramp.
ISSUE:
VOTE: Review and accept the annual audit for 2018

BACKGROUND:
Kaleb Lilly, partner with RubinBrown, presented an overview of the comprehensive annual financial report (CAFR) for fiscal year 2018 to the Board on May 28. He also reviewed a separate report that satisfies federal single-audit requirements under the Federal Uniform Grant Guidance.

Board members were provided with links to the documents presented (below) and encouraged to contact MARC staff or RubinBrown auditors with any questions prior to the June meeting.

2018 Comprehensive Annual Financial Report - Draft
2018 Federal Uniform Grant Guidance Single Audit Report - Draft
2018 Auditor Communications and Other Considerations Resulting from Financial Audit

The 2018 CAFR will be submitted to the Government Finance Officers Association for compliance with the Certificate of Achievement for Excellence in Financial Reporting, which MARC has received for the past 30+ years.

BUDGET CONSIDERATIONS:
The board approved an agreement with RubinBrown for audit services in December 2018, 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:
Accept the fiscal year 2018 comprehensive annual financial report (CAFR) and Federal Uniform Grant Guidance Supplemental Financial Report.

STAFF CONTACT:
Becky Hall
Katelyn Click
Carol Gonzales
ISSUE:
VOTE: Authorize an agreement with the Local Investment Commission (LINC) to administer the Educare program

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

LINC wishes to contract with MARC to administer and provide oversight for the Educare Program. Educare is a 20-year-old, state-funded initiative that provides resources, technical assistance and training opportunities at free or reduced costs to child care providers. Educare places an emphasis on license exempt, registered and family home providers in Cass, Clay, Jackson, Platte and Ray counties in Missouri. The purpose of the project is to promote school readiness by establishing linkages in policy, program and practice that will ensure all children receive a solid foundation for success in school and life. Services and support offered to area child care providers include:

- Professional development opportunities
- Individualized home visits for family child care providers
- Customized center-based training
- Supporting coordination of existing community resources to optimize funding
- Linking child care providers and families to schools and community resources
- Increasing consumer awareness of the important role quality child care has in the development of children

This project complements and supports other initiatives within MARC’s Early Learning Department. Most of the funding from this agreement will be passed through to direct service agencies. A portion of the funds will be used to support existing staff time in the management and oversight of the project subcontracts and to support data entry and coordination of program supports.

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

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Missouri Department of Social Services</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>$70,000</td>
</tr>
<tr>
<td>Contractual</td>
<td>$300,000</td>
</tr>
<tr>
<td>Pass-through</td>
<td>$0</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>$33,800</td>
</tr>
</tbody>
</table>
RECOMMENDATION
Authorize MARC to enter into 12-month contract agreement with the Local Investment Commission (LINC) to administer the Educare program, in an amount not to exceed $403,800 and authorize the executive director to accept funds and execute agreements with contractors.

STAFF CONTACT
Kyle Matchell
Jovanna Rohs
ISSUE:
VOTE: Authorize an agreement with The Family Conservancy (TFC) to provide professional
development trainings and quality improvement technical assistance to Educare program participants

BACKGROUND:
MARC’s Department of Early Learning is partnering with the Local Investment Commission to
administer and provide oversight for the Educare Program. Educare is a 20-year-old, state-funded
initiative that provides resources, technical assistance and training opportunities to child care
providers who serve children receiving state subsidy support with an emphasis on license exempt,
registered and family home providers in Cass, Clay, Jackson, Platte and Ray counties in Missouri. The
purpose of the project is to promote school readiness by establishing linkages in policy, program and
practice, that will ensure all children receive a solid foundation for success in school and life.

MARC intends to contract with TFC to implement key project services and supports offered to area
child care providers including:
- Coordination and delivery of professional development trainings and support groups for child
care providers.
- Individualized technical assistance and resources for family child care programs to address
issues identified through state monitoring visits.
- Home visits for family child care providers focused on improving quality.

This project complements the current work of MARC’s Early Learning Department.

BUDGET CONSIDERATIONS
This agreement was included in the 2019 budget.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
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<tr>
<td>Source</td>
<td>LINC, Missouri Department of Social Services</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
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<tr>
<td>Contractual</td>
<td>$150,000</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>$0</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>$0</td>
</tr>
</tbody>
</table>
RECOMMENDATION
Authorize MARC to enter into a 12-month contract agreement with The Family Conservancy in an amount not to exceed $150,000, to provide professional development trainings and quality improvement technical assistance support to providers participating in the Educare program.

STAFF CONTACT
Kyle Matchell
Jovanna Rohs
AGENDA REPORT
Budget and Personnel Committee

June 2019
Item No. 2-c
Policy Area: Quality Early Learning

ISSUE:
VOTE: Authorize submission of a continuation application to the Office of Head Start for the Head Start and Early Head Start program

BACKGROUND:
On August 1, 2019, MARC’s Head Start program is required to submit a continuation application for its five-year Federal Head Start/Early Head Start grant that was awarded in July 2018. The upcoming budget period of 11/1/2019-10/31/2020 will fund the second year of this five-year grant.

This grant supports the enrollment of 1,867 Head Start and 357 Early Head Start children in programs managed by 18 direct service providers at locations in Clay, Platte and Jackson counties. MARC will pass through most of the funding to these direct service providers as indicated in the chart below. Individual contracts are reimbursed at an annual per-child rate, that is based on their level of service (tier) and program option (center-based or home-based).

The total amount of annual funding available is $25,650,047. Included in this total are funds to support program operations, training and technical assistance. MARC non-personnel costs are budgeted to support contracts for specialized services for staff and families, including professional development, mental health, education, health and family engagement services.

BUDGET CONSIDERATIONS:

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Administration for Children and Families</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>$2,156,511.90</td>
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<tr>
<td>Contractual (Tier 1 and 2)</td>
<td>$6,103,557.92</td>
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<tr>
<td>Pass-Through (Tier 3)</td>
<td>$15,038,599.55</td>
</tr>
<tr>
<td>Other (supplies, independent contractors, etc.)</td>
<td>$2,351,377.63</td>
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</table>
The following table shows the allocation of funding by direct service provider.

<table>
<thead>
<tr>
<th>Head Start &amp; Early Head Start Program Funding Grand Total Funding PY2- FY19/FY20 (November 1, 2019 to October 31)</th>
<th>New Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>Head Start Training</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Total Award</td>
<td>20,235,800.00</td>
</tr>
<tr>
<td>Tier 1 Direct Service Providers</td>
<td></td>
</tr>
<tr>
<td>Blue Springs Cub Care</td>
<td>150,000.00</td>
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<tr>
<td>Easter Seals Midwest</td>
<td>152,418.00</td>
</tr>
<tr>
<td>Emmanuel Family &amp; Child Dev Center and Emergency Shelter for Children</td>
<td>307,748.00</td>
</tr>
<tr>
<td>Excelsior Springs</td>
<td>300,000.00</td>
</tr>
<tr>
<td>Grandview</td>
<td>374,000.00</td>
</tr>
<tr>
<td>Guadalupe Centers Early Childhood Education Center</td>
<td>532,399.00</td>
</tr>
<tr>
<td>Learn A Lot</td>
<td>309,027.00</td>
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<tr>
<td>Raytown School District Partner</td>
<td>382,500.00</td>
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<tr>
<td>Lee’s Summit School District</td>
<td>374,000.00</td>
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<tr>
<td>Tier 1 Direct Service Providers Subtotal</td>
<td>2,882,092.00</td>
</tr>
<tr>
<td>Tier 2 Direct Service Providers</td>
<td></td>
</tr>
<tr>
<td>Ability KC</td>
<td>156,750.00</td>
</tr>
<tr>
<td>Center School District Partner</td>
<td>495,000.00</td>
</tr>
<tr>
<td>Front Porch Alliance</td>
<td>-</td>
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<tr>
<td>The Family Conservatory</td>
<td>223,500.00</td>
</tr>
<tr>
<td>United Inner City Services</td>
<td>478,500.00</td>
</tr>
<tr>
<td>Tier 2 Direct Service Providers Subtotal</td>
<td>1,353,750.00</td>
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<tr>
<td>Tier 3 Direct Service Providers</td>
<td></td>
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<tr>
<td>Operation Breakthrough</td>
<td>1,853,470.00</td>
</tr>
<tr>
<td>Independence School District</td>
<td>2,985,600.00</td>
</tr>
<tr>
<td>KCNO School District</td>
<td>4,692,000.00</td>
</tr>
<tr>
<td>UMCA of Greater Kansas City</td>
<td>3,269,779.00</td>
</tr>
<tr>
<td>Tier 3 Direct Service Providers Subtotal</td>
<td>12,800,849.00</td>
</tr>
<tr>
<td>Grand Total All Partners</td>
<td>17,036,691.00</td>
</tr>
<tr>
<td>MARC Personnel Costs</td>
<td>1,730,610.31</td>
</tr>
<tr>
<td>Total Personnel and Partners</td>
<td>18,767,301.31</td>
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<tr>
<td>MARC – Non-Personnel Costs</td>
<td>1,468,496.69</td>
</tr>
<tr>
<td>Grand Total</td>
<td>20,235,798.00</td>
</tr>
</tbody>
</table>

COMMITTEE ACTION:
The Mid-America Head Start (MAHS) Policy Council and the MAHS Advisory Committee have both reviewed and approved the application for, acceptance of and disbursements of these funds.

RECOMMENDATION:
Authorize Mid-America Head Start to submit a Head Start/Early Head Start application to the Office of Head Start for a continuation grant in the amount of $25,650,047; and to accept and disburse funds if awarded.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize an agreement with the University of Missouri to allow MARC’s Head Start program to provide consultant services for the University’s “Stronger Together Missouri” Project

BACKGROUND:
The University of Missouri has identified MARC’s Head Start program as a collaborative partner and requested to contract with MARC to implement the Parent Café approach within its assigned region. This project is intended to support the expansion and implementation of Parent Café in Missouri. Parent Cafés are an adaptation of the World Café process which encourages deep self-reflection and peer-to-peer learning. Parent Cafés are a way to bring the Strengthening Families™ researched-based protective factors to parents and are one part of a larger strategy to encourage parent engagement and leadership. The terms of the contract include MARC’s commitment to host three (3) Parent Café Training Institutes and nine (9) Parent Café series. Each series includes three (3) separate Parent Café events. MARC Head Start staff will facilitate the Parent Café Training Institutes and will contract with individuals trained in implementing the Parent Café approach to facilitate the nine Parent Café series. The total sum of MARC’s compensation for these services is not to exceed $120,000.00.

BUDGET CONSIDERATIONS:

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$120,000</td>
</tr>
<tr>
<td>Source</td>
<td>University of Missouri</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>$100,000</td>
</tr>
<tr>
<td>Pass-Through</td>
<td></td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
Authorize MARC to enter into an agreement with the University of Missouri for compensation of an amount not to exceed $120,000 to conduct three Parent Café Training Institutes and nine Parent Café series from 6/1/2019 through 12/31/2019.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize an application to the U.S. Department of Justice for the Comprehensive Opioid Abuse Site-based Program

BACKGROUND:
Last fall, 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. Their goal is to expand local government innovation that enhances public service, benefits employees and optimizes customer service. MARC was asked to coordinate this new shared services initiative. The cities quickly identified a shared need for mental health co-responders to work with law enforcement and sought to develop a joint program to address common challenges. This application is a direct result of the shared services initiative among the three cities.

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA), recently issued a competitive grant announcement for comprehensive programs in response to the growing opioid epidemic. MARC prepared an application with regional partners to seek funding for a two-prong approach. ReDiscover will open the Help and Hope Urgent Care Center, which will serve all individuals who need immediate access to services for substance-use-related issues in eastern Jackson County, Missouri. Comprehensive Mental Health Services and ReDiscover will partner with four area police departments to embed mental health clinicians (co-responders) within the departments. The four participating departments are the three shared services partner cities and the City of Raytown, Missouri.

Mental health co-responders work directly with law enforcement to intervene during calls for services involving people in mental health crisis. The program is modeled after a successful program in Johnson County, Kansas, and represents a close collaboration between law enforcement and mental health professionals. Incorporating mental health co-responders into this grant will help the participating agencies most effectively address co-occurrence of mental health and opioid abuse issues.

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 of expanding capacity to other eastern 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 will retain $120,000 for personnel, fringe, indirect costs and rent for grant administration services. Remaining funds will be sub-awarded for project delivery. MARC’s Director of Local Government Services will serve as grant manager to oversee contracts with the two sub-awardees (ReDiscover and Comprehensive Mental Health Services) and cooperation with area police departments.
AGENDA REPORT
Budget and Personnel Committee

REVENUES

<table>
<thead>
<tr>
<th>Amount</th>
<th>$1,172,100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>BJA Opioid Abuse Site-based Program Grant</td>
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</tbody>
</table>

PROJECTED EXPENSES

<table>
<thead>
<tr>
<th>Personnel (salaries, fringe, rent)</th>
<th>$120,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual</td>
<td>$0</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>$1,002,100</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>$50,000</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
Authorize an application to the U.S. Department of Justice for the Comprehensive Opioid Abuse Site-based Program in the amount of $1,172,100.

STAFF CONTACT:
Lauren Palmer
Marlene Nagel
ISSUE:
VOTE: Authorize MARC to submit a final revised SFY 2019 Aging Area Plan Budget to the Missouri Division of Senior and Disability Services.

BACKGROUND:
The SFY 2019 Aging Services program year ends on June 30. Each year, the Missouri Division of Senior and Disability Services makes an initial allotment of funds to MARC’s Area Agency on Aging and MARC develops an Area Plan Budget based on that allotment. As allotment amounts are updated throughout the year, MARC amends the Area Plan accordingly. The final Area Plan Budget for State Fiscal Year 2019 must be submitted by June 30.

BUDGET CONSIDERATIONS:
This final amendment is based on the latest allotment information received from the Division, which includes a net increase of $349,419 in federal nutrition funds allocated under the Older Americans Act Title III, state general revenue funds and other federal funds, such as Social Services Block Grant (SSBG) funds and Nutrition Services Incentive Program (NSIP) funds. Most of this funding increase will be carried forward to the SFY 2020 program year. More details are provided on the following attachment.

COMMITTEE ACTION:
At its June 12 meeting, the MARC Commission on Aging recommended that the Executive Director be authorized to submit this final SFY 2019 Area Plan budget based on the latest available information received from the Missouri Division of Senior and Disability Services.

RECOMMENDATION:
Authorize the Executive Director to submit a final SFY 2019 Area Plan budget to the Missouri Division of Senior and Disability Services.

STAFF CONTACT:
James Stowe
Bob Hogan
State Fiscal Year 2019 Area Plan Budget Amendment — June 2019

MO DHSS Allotment (State and Federal Funds)

<table>
<thead>
<tr>
<th>FUNDING SOURCE</th>
<th>SFY 2018 CARRYOVER</th>
<th>SFY 2019 ALLOTMENT</th>
<th>SFY 2019 AVAILABLE</th>
<th>SFY 2019 ACTUAL</th>
<th>CARRYOVER† TO SFY 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Older Americans Act Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supportive Services (Title III-B)</td>
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<td>$951,941</td>
<td>$973,800</td>
<td>$882,845</td>
<td>$90,955</td>
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<tr>
<td>Congregate Nutrition* (Title III-C1)</td>
<td>18,949</td>
<td>1,236,982</td>
<td>1,255,931</td>
<td>870,140</td>
<td>62,279</td>
</tr>
<tr>
<td>Home-Delivered Meals* (Title III-C2)</td>
<td>61,039</td>
<td>649,995</td>
<td>711,034</td>
<td>861,200</td>
<td>173,346</td>
</tr>
<tr>
<td>Disease Prevention/Health Promotion (Title III-D)</td>
<td>128,698</td>
<td>56,721</td>
<td>185,419</td>
<td>74,722</td>
<td>110,697</td>
</tr>
<tr>
<td>National Family Caregiver Support (Title III-E)</td>
<td>338,864</td>
<td>455,645</td>
<td>794,509</td>
<td>553,816</td>
<td>240,693</td>
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<td>Ombudsman Funds (Title VII)</td>
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<td>20,483</td>
<td>20,483</td>
<td>-</td>
</tr>
<tr>
<td>General Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distribution by per-year meals</td>
<td>-</td>
<td>261,594</td>
<td>261,594</td>
<td>261,594</td>
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</tr>
<tr>
<td>Match</td>
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<td>56,034</td>
<td>56,034</td>
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<tr>
<td>Social Services Block Grant Replacement</td>
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<td>201,522</td>
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<tr>
<td>Ombudsman</td>
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</tr>
<tr>
<td>MCO Home-Delivered Meals</td>
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<td>456,409</td>
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<tr>
<td>Transition</td>
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<td>324,653</td>
<td>324,653</td>
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<tr>
<td>Hold Harmless</td>
<td>-</td>
<td>56,848</td>
<td>56,848</td>
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<td>Nutrition Services Incentive Program</td>
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<td>335,298</td>
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<td>-</td>
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<td>MO Home-Delivered Meals Trust Fund</td>
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<td>8,238</td>
<td>8,238</td>
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<tr>
<td>Social Services Block Grants</td>
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<td>196,437</td>
<td>196,437</td>
<td>-</td>
</tr>
<tr>
<td>TOTALS</td>
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<td>$5,283,800</td>
<td>$5,853,209</td>
<td>$5,175,239</td>
<td>$677,970</td>
</tr>
</tbody>
</table>

* Regulations allow the transfer of funds between nutrition categories to meet demand. In SFY 2019, $323,512 was transferred from congregate to home-delivered meals.
† MO DHSS may increase fund allocations at various times throughout the year, often too late for funds to be expended in the same fiscal year. Uncommitted funds are carried over into the next fiscal year.

MO DHSS Allotment Budget by Program

- **Nutrition Programs — $3,178,650**
  - Congregate and Home-Delivered Meals
- **Supportive Services — $1,033,985**
  - Transportation, Information and Assistance, Legal, Personal Care, Advocacy, Case Management, Homemaker, Ombudsman
- **Family Caregiver Support — $508,253**
  - Respite and Structured Respite, Case Management, Grandparents as Parents Counseling/Legal, Chronic Disease Self-Management, Personal Care, Legal Services
- **Administration — $379,629**
- **Special Projects — $0**
- **Disease Prevention — $74,722**

**TOTAL: $5,175,239**
All Funding Sources — Amended June 2019

**SFY 2019 REVENUES BY SOURCE**

- Missouri Department of Senior and Disability Services Funds — $5,175,239
- In-Kind Match — $1,855,527
- Medicaid Funds — $920,750
- Project Income — $186,033
- Local Dues and Grants — $159,833
- Missouri Elderly and Handicapped Transportation Program (MEHTAP) — $117,701
- Other Income — $90,501

Includes Adopt-a-Senior donations, guest meals at nutrition sites, Silver-Haired Legislature sponsorships

**TOTAL**: $8,505,584

**SFY 2019 BUDGET BY PROGRAM**

- Nutrition Programs — $5,437,484
  *Congregate and Home-Delivered Meals*
- Supportive Services — $1,711,889
  *Transportation, Information and Assistance, Legal, Personal Care, Advocacy, Case Management, Homemaker, Ombudsman*
- Family Caregiver Support — $721,216
  *Respite and Structured Respite, Case Management, Grandparents as Parents Counseling/Legal, Chronic Disease Self-Management, Personal Care, Legal Services*
- Administration — $457,104
- Special Projects — $103,169
- Disease Prevention — $74,722
  *Evidence-Based Programming: Stepping On, Chronic Disease Self-Management, HomeMeds*

**TOTAL**: $8,505,584
ISSUE:
VOTE: Authorize a contract with William Moberly for health care planning services for Emergency Services

BACKGROUND:
William Moberly has been under contract with MARC as a health care planner since August 2009. Mr. Moberly provides planning and coordination services to the Region A area of Missouri, outside the MARC counties. This request would extend the contract for another year and compensate the contractor in an amount up to $77,408 for work performed July 1, 2019, through June 30, 2020. The work involves engagement of local health stakeholders to sustain and strengthen Health Care Coalition readiness, response coordination, service deliveries, and medical surge capabilities to the Northern and Southern District Health Care Coalition (including 10 hospitals, six emergency medical service agencies, eight emergency medical directors, nine public health departments):

- Conduct monthly outreach visits to stakeholders to enhance communications and share information routinely as well as during an emergency.
- Identify and work to engage the providers outlined in the Center for Medicaid and Medicare Services (CMS) final rule.
- Help design, attend and evaluate exercises.
- Promote and support training activities that strengthen competencies (e.g., decontamination, active shooter, donning and doffing of personal protective equipment, ongoing EMResource Training, Electronic Incident Command System Training, Web Emergency Operations Center, and the Homeland Security Information Network).
- Work with stakeholders to evaluate resource availability, needs and gaps.
- Assist hospitals in their hazard vulnerability assessments (HVAs).
- Help collect required information for health and medical considerations to be incorporated into the Threat and Hazard Identification and Risk Assessment (THIRA) for Region-A, Northern and Southern Districts. Conduct annual strategic planning in Region A in correlation with the Regional THIRA, HVAs and the Annual Strategic Planning Regional Work Plan.
- Educate and provide planning assistance to stakeholders regarding mutual aid, personal protective equipment, communication, continuity of operations plan, resources and recovery concepts.
- Support planning initiatives for at-risk individuals, including those with functional needs and special medical needs.
- Evaluate health care recovery capabilities in the Northern and Southern District and share best practices among facilities.
- Assist in support planning.
- Compile data reports and performance measures relative to activities in the Northern and Southern Districts.
BUDGET CONSIDERATIONS:

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<th>REVENUES</th>
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<td>$77,408</td>
<td>Missouri Department of Health and Senior Services</td>
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<td>Hospital Bioterrorism Prevention Grant</td>
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<th>PROJECTED EXPENSES</th>
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<tr>
<td>Contractual</td>
<td>$77,408</td>
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<tr>
<td>Pass-Through</td>
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<tr>
<td>Other (supplies, printing, etc.)</td>
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RECOMMENDATION:
Authorize the executive director to execute an agreement with William Moberly for health care planning work performed July 1, 2019, through June 30, 2020 in an amount not to exceed $77,408.

STAFF CONTACT:
Erin Lynch
John Davis
AGENDA REPORT
Budget and Personnel Committee

June 2019
Item No. 2-h
Policy Area: Healthy Environment

ISSUE:
VOTE: Adopt the Green Infrastructure Framework and authorize a grant application to EPA for funding to support implementation

BACKGROUND:
MARC has long embraced green infrastructure conservation in ways that are integral to MetroGreen, Planning Sustainable Places, the Climate Resilience Strategy, Clean Air Action Plan, Regional Transportation Plan and Hazard Mitigation Plan. However, these efforts are programmatically disconnected, and typically funded at a level that does not align with the potential benefits.

Since 2016, MARC has developed a three-part Green Infrastructure Framework, including an Atlas, Playbook and Policy Recommendations. The framework offers a set of goals, an integrated planning approach, case studies, and priorities to guide future policy development.

The approach informs and integrates with other regional plans in several ways. First, it complements and strengthens inter-related policy goals associated with climate resilience, natural resource protection, public health, environmental justice, centers and corridors, and alternative transportation. Second, it aligns with key regional strategies such as green and complete streets and transit-oriented development. Third, it provides a basis for the development of regional projects and strategies to advance future implementation.

Staff provided an overview of the framework at the May board meeting. This month, staff will provide a brief refresher and request board adoption of the framework. An executive summary can be found at: https://www.marc.org/Environment/pdf/GI_Policy_Framework_ExecSummary_final.aspx

BUDGET CONSIDERATIONS
To secure resources to support the framework, staff requests board authorization to submit a Wetland Program Development Grant application for $125,000 to the Environmental Protection Agency. The grant would support personnel expenses for regional coordination, education, technical assistance to local communities, and policy development activities for initial implementation of the GI framework.

COMMITTEE ACTIONS
The framework has been formally endorsed by the Air Quality Forum, the Sustainable Places Policy Committee, and the Total Transportation Policy Committee.

RECOMMENDATION
Adopt the Green Infrastructure Framework and authorize submission of a grant application to EPA for $125,000 for green infrastructure implementation, and receipt and expenditure of the funds if awarded.

STAFF CONTACT
Tom Jacobs
ISSUE:
VOTE: Approve the minutes of the May 28, 2019, meeting

BACKGROUND:
The minutes of the May 28, 2019, meeting are enclosed.

RECOMMENDATION:
Approve the minutes of the May 28, 2019, meeting.

STAFF CONTACT:
David Warm
Kerry Kudron
BUDGET AND PERSONNEL COMMITTEE
Meeting Summary
May 28, 2019
11:15 a.m.

COMMITTEE MEMBERS PRESENT
Mayor Eileen Weir, Independence, Mo. - MARC Board Treasurer/B&P Chair
Commissioner Jimmy Odom, Cass County, Mo. - MARC Board 1st Vice Chair
Commissioner Harold Johnson, Unified Government of Wyandotte County/ Kansas City, Kan. - MARC Board 2nd Vice Chair
Commissioner Doug Smith, Leavenworth County, Kan.
Commissioner Ed Eilert, Johnson County, Kan.
Commissioner Jerry Nolte, Clay County, Mo.
Mayor Pro Tem Scott Wagner, Kansas City, Mo.
Mayor Pro Tem Beto Lopez, Lee’s Summit, Mo.
Council Member Curt Skoog, Overland Park, Kan.

STAFF PRESENT
David Warm, Executive Director
Ron Achelpohl, Director of Transportation and Environment
Marlene Nagel, Director of Community Development
Carol Gonzales, Director of Finance and Administration
Jovanna Rohs, Director of Early Learning
James Stowe, Director of Aging and Adult Services
Eric Winebrenner, Public Safety Program Director
Becky Hall, Financial Accounting Manager
Barbara Hensley, Public Affairs Program Director
Lauren Palmer, Program Director of Local Government Services
Katelyn Click, Accountant III
Kerry Kudron, Executive Assistant

OTHERS PRESENT
Kaleb Lilly, RubinBrown
Kevin Luttrell, RubinBrown

CALL TO ORDER
Mayor Weir called the meeting to order at 11:16.
FINANCIAL AND PROGRAM REPORTS AND DISCUSSION

Carol Gonzales reported that the audit has been completed and acknowledged her team for their hard work. She said that Kaleb Lilly and Kevin Luttrell with RubinBrown were in attendance to review the details of the audit. Mr. Lilly called board members’ attention to a section titled Auditor Communications and Other Considerations Resulting from Financial Audit in the handout he had provided. He reviewed topics that auditors are required to report. RubinBrown audits MARC’s financial statements using uniform and government auditing standards. In addition, they follow uniform grant guidance that applies to federal dollars. RubinBrown provides an opinion as to whether the financial statements are fairly presented, according to U.S. generally accepted accounting principles (GAAP).

Mr. Lilly said the audit is in a draft stage and is not final, but that the auditors expect no modifications and a clean opinion.

Mr. Lilly discussed some changes taking place under GASB 75, including new standards for calculating liability and a requirement to show an income statement for custodial funds (formerly called agency funds).

He noted that RubinBrown had no difficulties in conducting the audit and did not have to make any adjustments to the financial statements. He noted two adjustments that were discussed with MARC’s management, but not posted. The first involved recording of investment securities and the second was related to MARC’s decision to include the Bistate Commission as a custodial fund. The Bistate Commission technically doesn’t meet the requirements for a custodial fund because MARC doesn’t control or hold custody of the assets, but Mr. Lilly said the amount is so small it should not be an issue. Mr. Lilly referred to the Supplemental Financial Report: Federal Uniform Grant Guidance document, in which two specific grant programs were examined: Head Start and Preparing for Emergency Threats. Both had an unmodified opinion with no deficiencies. He also mentioned upcoming new standards, including GASB 83 regarding asset retirement allocations and GASB 87 related to leases. MARC leases its facility, copiers and other items. The new standard says that leased items must be booked as assets and depreciated. This is not effective immediately so there is time to prepare for these changes.

Mr. Warm stated that the typical process is for the Board to receive the audit report in May and formally accept the audit in June. He said that questions may be directed to RubinBrown staff or to him or Ms. Gonzales. He thanked the program managers and the financial team for their hard work and the clean audit and thanked Mr. Lilly for walking everyone through the changes in reporting.

APPROVE CONTRACTS, GRANTS AND OTHER MAJOR EXPENDITURES

CORE CAPACITIES

VOTE: Authorize and agreement with Wipfli LLP for a business process review, upgrade the financial system software and ongoing technology support
Ms. Gonzales reported that MARC has used a Microsoft product called Dynamics GP since 2010 for all core financial functions. This software was last upgraded in 2013 and this outdated version presents problems that can no longer be fixed. MARC conducted an RFP process and received three excellent proposals from vendors who work in the government arena. There was a broad range in cost estimates because the exact number of hours needed to implement the upgrade is unknown. All RFPs fell within the allocated budget and they were evaluated using the same criteria. Ms. Gonzales recommended that MARC enter into an agreement with Wipfli, LLP for the Dynamics GP upgrade and ongoing technology support. Wipfli is a large organization with strong experience in grant management. They also have a lot of report and process documentation experience.
MOTION: Mayor Pro Tem Wagner moved for approval and Commissioner Odom seconded. The motion passed.

THRIVING OLDER ADULTS
James Stowe asked that the following three items be considered under one vote.

VOTE: Authorize final acceptance of designated Aging and Adult Services proposals and renewals of contracts with multiple vendors
First, Mr. Stowe presented an update on a final list of contracts for aging and adult services in the SFY 2020. He noted that under catered meals, Treat America was recently sold and their catering service for us will end as of July 1. Don Bosco has the capacity and interest to serve additional senior centers and MARC is negotiating to have service switched to Don Bosco so that there is no break in service. He said that the only senior center that is at risk of not having catered meals is Oak Grove, and we are negotiating with Vesper Hall in Blue Springs to provide meals to that location.

Mr. Stowe said that KC Taxi proposed a higher rate for lift ramp transportation, so we are working with the State Unit on Aging to switch to a consumer-directed service model for lift-ramp services. Under this model, clients choose their own provider and submit receipts for reimbursement. Currently, MARC only serves 17 lift ramp clients.

Mr. Stowe also reported that the Senior Growth and Development fund passed in the Missouri state legislature, which means that funds from insurance premium taxes that had been designated for general state revenue will now be directed into funding for aging and adult services. In the first year, 1 percent of the fund will be directed to aging and adult services which equates to about $579,000. Year two will escalate to 2 percent, or an estimated $1.1 million. These funds will be distributed based on normal expenditures with a focus on nutrition. No commitments will be made until the money is secured.

DISCUSSION:
Mayor Pro Tem Wagner inquired about Don Bosco’s price for delivered meals to midtown and asked if that includes preparation and transportation. Mr. Stowe explained that it is more difficult for Don Bosco logistically to deliver meals to this group of about 15 clients, hence the higher cost. He said the price does include meal preparation and delivery and would be a renewal of the current rate for that area. Other catering deliveries would be capped at $5.67 per meal, the same price as Treat America, and we anticipate meals to cost closer to $5.40 per meal. Don Bosco will need at least one additional driver and they will need to procure an additional vehicle.

VOTE: Authorize re-release of the SFY 2020 Legal Services RFP and 60-90 day contract extension with Legal Aid of Western Missouri
Second, Mr. Stowe reported that there have been some difficulties with Legal Aid of Western Missouri (LAWMO), which wants to file an appeal regarding the new model that MARC proposed for legal services. We proposed an integrated care model where MARC directs clients to legal aid with specific needs in mind and the vendor provides information to track the outcomes. LAWMO submitted its proposal late, so MARC was not able to consider it. Mr. Stowe asked the Board to authorize extending their current contract by 60-90 days, during which a new RFP for legal services will be released. If LAWMO submits a proposal on time and then wishes to appeal the service model, we could consider that appeal. The UMKC School of Law is also interested in providing these services and we anticipate them submitting a proposal under the new RFP.

VOTE: Authorize the receipt and expenditure of Jackson County funds earmarked for MARC’s Department of Aging and Adult Services home delivered meals program
Finally, Mr. Stowe said that MARC would like authorization to accept funds from Jackson County that supplement the home delivered meals nutrition program each year. He asked for approval to accept and expend approximately $92,000 from the county.

MOTION: Mayor Pro Tem Lopez moved to approve all three items and Mayor Pro Tem Wagner seconded. The motion passed.

QUALITY EARLY LEARNING

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

Jovanna Rohs reported that there are three different grants that fund the Head Start program: the Head Start Core grant, the Missouri State Early Head Start grant and the Early Head Start Expansion grant which funds about 84 slots for children birth to age 3. MARC will seek approval to submit a continuation application for the Early Head Start Expansion grant in June and disburse funds if awarded. A total of $1.6 million is available. $1.5 million would be used for programming and administration. $27,000 for cost of living adjustments and $37,000 for training. Ms. Rohs said that about 95% of the funding is passed on to our partners.

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

VOTE: Authorize submission of a Lifelong Learning grant application to the Francis Family Foundation to support early learning initiatives

Ms. Rohs reported that the MARC has the opportunity to apply to the Francis Family Foundation for a grant focused on early learning work around systems-building in the region including programs, resources, community support, public engagement, leadership and coordination. She asked for approval to apply for $50,000 and expend funds, if awarded, to support personnel at MARC and provide supplies.

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


Ms. Rohs presented a 15-month contract with Learn-A-Lot Academy for 12 Head Start expansion slots. She said that the Independence School District is passing back its expansion slots, which can now be used at Learn-A-Lot’s Sterling location in the Raytown area. To create a smooth transition, we need to create two different budget periods. One period would run from June to August 2019 and the second from September 2019 to August 2020. The updated contract amount with Learn-A-Lot Academy would not exceed $255,500.

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

EFFICIENT TRANSPORTATION AND QUALITY PLACES

VOTE: Authorize a current contract extension with Darryl P. Kelly, LLC, to provide on-call network support services for the Regional Operation Green Light Traffic Signal Control Program
Ron Achelpohl requested authorization to execute an extension to a contract with Darryl P. Kelly, LLC. The vendor provides network support services to the Operation Green Light program. We procured these services in 2017 with an option for a one-year extension in the contract. The extension would not exceed $12,500.

MOTION: Mayor Pro Tem Wagner moved for approval and Commissioner Johnson seconded. The motion passed.

THRIVING COMMUNITIES

VOTE: Authorize an application to the Health Forward Foundation for Eastern Jackson County Mental Health Co-Responders Program
Lauren Palmer presented information about a shared services program in eastern Jackson County. This initiative came about from conversations with police chiefs who would like to replicate a successful Johnson County mental health co-responder program. Typically, police officers are given specialty training to recognize mental health issues in the field. Their reports are funneled to mental health liaisons for follow up and case management. The demand for these services far exceeds the resources that are currently available. The eastern Jackson County communities are seeking grant funds to support hiring of three new co-responders who would be embedded within the police departments. They would respond with officers on scene to provide support services and, in turn, reduce ambulance transports. MARC’s Community Services Corporation would be the grant administrator for the $476,000 grant and manage passthrough funds totaling $456,000. MARC would retain $20,000 for administration.

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

Marlene Nagel asked that the following three items be voted on together.

VOTE: Authorize the submission of grant applications to the USDA Nutrition Incentive Program to continue the Double Up Food Bucks Heartland Program (2020 - 2022)
First, Ms. Nagel reported that the Double Up Food Bucks nutrition incentive program is scheduled to end at the end of 2019. The application for the new USDA grant is due June 10. We have assembled a group of current partners, as well as some new partners to submit an application. The Kansas Health Foundation has committed $1,745,000 to support the program and other local funders are taking proposals to their boards. The budget for the program is approximately $6 million dollars, with half of the funds from the USDA and half from nonfederal matching dollars. MARC has reached out to farmer’s markets and grocers in Kansas and Missouri to identify new locations that would like to participate.

VOTE: Authorize modifications to existing contracts with Four B Corporation and Cultivate KC for the current Double Up Food Bucks Heartland Nutrition Incentive Program
Second, Ms. Nagel said that the Double Up Food Bucks program currently has funding budgeted for farmer’s market incentives and Price Chopper stores operated by the Four B Corporation. Due to weather impacts on the growing season, participating farmer’s markets have not been able to spend all of their budgeted incentive funds while the grocers are doing a better job of serving SNAP customers. Ms. Nagel asked for authorization to reduce the budget for Cultivate KC, which manages the program in metro area farmers markets, by $350,000 and increase the Four B Corporation budget by a corresponding amount to better serve SNAP customers through the end of October.
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

Finally, Ms. Nagel reported that a mailing about the Double Up Food Bucks program is sent to SNAP users in zip codes with participating locations each year in cooperation with Kansas and Missouri state SNAP offices. MARC would like authorization to expend $60,000 for printing and postage costs for direct mail to approximately 73,500 SNAP families.

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

SAFE AND SECURE COMMUNITIES

VOTE: Authorize a contract with Hagerty Consulting to support regional emergency response exercises

Ms. Nagel reported that MARC administers a Department of Homeland Security grant to increase the region’s ability to prepare for and respond to Complex Coordinated Terrorist Attacks. The grant funds will support 10 exercises for first responders and other emergency services personnel through August 2020. MARC issued an RFP for consultant assistance to design and facilitate the exercises. We received six proposals, and recommend contracting with Hagerty Consulting to assist with the exercises in an amount not to exceed $500,000.

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

VOTE: Authorize and agreement with Atchison County to join the regional 911 system

Eric Winebrenner reported that in December 2018, Atchison County, Kansas, submitted a request to the Public Safety Communications Board to become part of MARC’s regional 911 system. Per Public Safety Board procedures, staff confirmed that the agency is contiguous with existing counties in the system and that local officials in Atchison County have formally approved the request. The cost to provide service to Atchison County will not be a burden to the system, as it is less than a one-half percent increase. Providing services to Atchison County will not detract from the level of service the region receives. Atchison County averages about 417 calls to 911 each month.

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

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

Mr. Winebrenner reported that 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, a substantial savings over the annual rate of $98,139 without a contract. Mr. Winebrenner asked for approval to renew the contracts for 12 months.

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

VOTE: Approve an agreement with AT&T for ethernet service for the 911 network
Mr. Winebrenner asked for approval to replace a T-1 line that runs between Pleasant Valley and Kansas City, Missouri, with an ethernet connection that carries 911 data. The cost for the ethernet line is $1,046 per month with a 60-month contract, totaling $62,760.

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

CONSENT AGENDA (ADMINISTRATIVE MATTERS AND MINOR EXPENDITURES)
Mayor Weir asked for a motion to approve the consent agenda, which included only one item:
   a) Approve the minutes of the April 23, 2019 meeting

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

OTHER BUSINESS

ADJOURNMENT
The meeting was adjourned at 12:08 a.m.

MINUTES APPROVED:

__________________________________________
Eileen Weir, Chair

__________________________________________
Date