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

AGENDA

1. Approve Contracts, Grants and Other Major Expenditures

   CORE CAPACITIES
   a. REPORT: Review Third Quarter Financial Statements
   b. REPORT: Briefing on the Government Finance Officers Association Distinguished Budget Presentation Award

   QUALITY EARLY LEARNING
   c. VOTE: Approve a renewal agreement with Management Information Technology USA, to support MARC’s Head Start program
   d. VOTE: Approve an agreement with Zipco Contracting to complete the addition of a bathroom for Easter Seals Midwest Early Childhood Center
   e. VOTE: Approve an agreement with Jewish Vocational Services for in-home and on-site language interpretation services for 14 Head Start and Early Head Start programs
   f. VOTE: Approve a contract extension with The Family Conservancy for professional development services for Head Start and Early Head Start staff
   g. VOTE: Approve an amendment to MARC’s contract with Yoodle for website development services to support Head Start and Early Head Start programs

   THRIVING COMMUNITIES AND OLDER ADULTS
   h. VOTE: Authorize a grant application with the Health Forward Foundation to support organizations assisting residents to enroll in the federal health insurance marketplace
   i. VOTE: Authorize an application to the Health Forward Foundation of Greater Kansas City to support the community health worker project and amend the subcontractor’s agreement
   j. VOTE: Authorize an agreement with Nutmeg Consulting LLC for Homelessness Management Information technical services and training
   k. VOTE: Authorize the submission of grant applications and acceptance of funds if awarded, to support the Double Up Heartland Program for 2020
   l. VOTE: Authorize a grant proposal to the Robert Wood Johnson Foundation for research and evaluation of the Managed Services Network
   m. VOTE: Authorization to submit the SFY 2020 Aging Area Plan Budget, Amendment #1

   EFFECTIVE LOCAL GOVERNMENT
   n. VOTE: Authorize an amendment to the Government-to-University (G2U) Letter Agreement with the Volcker Alliance for the Governmental Effectiveness Advanced Research (GEAR) Center Challenge
   o. VOTE: Authorize an agreement with Surdex Corporation to conduct the 2020 aerial imagery project
HEALTHY ENVIRONMENT
   p. VOTE: Overview of regional solid waste management strategies, and approve the FY2020 Memorandum of Understanding with the MARC Solid Waste Management District

EFFICIENT TRANSPORTATION
   q. VOTE: Authorize a one-year contract extension with TransCore ITS Inc. for Operation Green Light regional traffic signal system software support

2. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
   a. Approve the minutes of the September 24, 2019, meeting.

3. Other Business

4. Adjournment
ISSUE:
REPORT: Review Third Quarter Financial Statements

BACKGROUND:
Finance staff provides regular financial reporting to the board to ensure that members can fulfill their fiscal responsibility as appointed board members.

Included with this report is a summary followed by the more detailed schedules. The third quarter shows a stable financial status. Staff will review these reports at the meeting. We welcome input at any time regarding improvements that board members would find helpful.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
Carol Gonzales
Becky Hall
Katelyn Click
FINANCIAL REPORT HIGHLIGHTS — 2019 QUARTER 3
As of September 30, 2019

FUND BALANCES | Actual vs. Budget

Schedule 1:
General Fund

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>101%</td>
<td>47%</td>
</tr>
</tbody>
</table>

General fund revenues are booked as they are billed, with the expectation that all revenues will be received. During the third quarter, we adjusted for any revenues we no longer expected to receive. The general fund includes most of the local dues. (See pages 3&4 for more information on local dues.)

Schedule 2:
Special Revenue Fund

<table>
<thead>
<tr>
<th>Revenues &amp; Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>59%</td>
</tr>
</tbody>
</table>

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 second quarter we have expended $39.02M (59% of budget) and recognized the same amount as revenue.

Schedule 3:
Enterprise Fund

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>83%</td>
<td>60%</td>
</tr>
</tbody>
</table>

The Enterprise Fund includes programs that generate revenue to directly support expenditures. As of September 30, the Small Cities and GTI programs are the only programs running a deficit. Small Cities has several projects underway that are being invoiced as completed, reducing their deficit from ($41.6K to $18.9K over the past quarter). The Managed Services Network (MSN) has not expended any funds yet. We are hopeful that several contracts will be completed soon, and referrals will begin.

Schedule 4A:
Indirect

<table>
<thead>
<tr>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>70%</td>
</tr>
</tbody>
</table>

Allocations and expenditures are running as expected for second quarter of the year, with expenditures at 70% of budgeted amounts.

Schedule 4B:
Fringe Benefits

<table>
<thead>
<tr>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>67%</td>
</tr>
</tbody>
</table>

Allocations and expenditures are running as expected for second quarter of the year, with expenditures at 67% of budgeted amounts.
Schedules 5A and 5B: Cash and Investments

Cash on Hand (Security Bank and Country Club Bank) ............................................. $3,934,493
Net Outstanding Checks and Deposits ................................................................. (1,352,738)
Investments ........................................................................................................... 4,000,000
Investment Income .............................................................................................. 84,260

CASH UTILIZATION

Cash balances are appropriate and adequate.

INVESTMENT INCOME AND TREND

Investment earnings have increased because investments that have come due have been reinvested at higher rates. In the 3rd quarter, we had 2 investments worth $500,000 each mature with rates of 2.655% and 1.194%. These were replaced with two $250,000 investments at rates of 2.15% and 2.2%, and a $500,000 investment with a rate of 2.044%.
### TOTAL REVENUES BY FUND

<table>
<thead>
<tr>
<th>Fund</th>
<th>Budget 2019</th>
<th>Actual 2019</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$1,513,035</td>
<td>$1,533,593</td>
<td>101%</td>
</tr>
<tr>
<td>Special Revenue Fund</td>
<td>65,574,010</td>
<td>39,015,258</td>
<td>59%</td>
</tr>
<tr>
<td>Enterprise Fund</td>
<td>1,803,602</td>
<td>1,494,317</td>
<td>83%</td>
</tr>
<tr>
<td>Indirect and Clearing Fund</td>
<td>11,436,319</td>
<td>8,161,448</td>
<td>71%</td>
</tr>
<tr>
<td>911 Capital Fund</td>
<td>1,577,667</td>
<td>355,040</td>
<td>23%</td>
</tr>
</tbody>
</table>

Total Agency Wide $81,904,633 $50,559,655 62%

### TOTAL EXPENDITURES BY FUND

<table>
<thead>
<tr>
<th>Fund</th>
<th>Budget 2019</th>
<th>Actual 2019</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$1,494,584</td>
<td>$699,831</td>
<td>47%</td>
</tr>
<tr>
<td>Special Revenue Fund</td>
<td>65,574,010</td>
<td>39,015,258</td>
<td>59%</td>
</tr>
<tr>
<td>Enterprise Fund</td>
<td>1,813,293</td>
<td>1,092,322</td>
<td>60%</td>
</tr>
<tr>
<td>Indirect and Clearing Fund</td>
<td>11,667,708</td>
<td>8,237,799</td>
<td>71%</td>
</tr>
<tr>
<td>911 Capital Fund</td>
<td>1,635,900</td>
<td>544,305</td>
<td>33%</td>
</tr>
</tbody>
</table>

Total Agency Wide $82,185,495 $49,589,514 60%

### FEATURED TOPIC: GENERAL FUND

#### CAPITAL OUTLAY

The capital outlay budget within the general fund of $66,000 was for the upgrade to GP, our financial accounting software. This upgrade project is underway along with a review of our business processes and should be completed and expensed in the 4th quarter of 2019.

#### LOCAL DUES SUMMARY

The local dues are collected from members and voluntarily from other cities based per capita. These funds make up a small percent of MARC’s annual revenue (2% in 2019), but they have a significant impact on programs as the primary source of cash match required to leverage certain public and private grants.
LOCAL DUES, (Con’t)

<table>
<thead>
<tr>
<th></th>
<th>Members* Invoiced</th>
<th>Paid</th>
<th>Other Cities Invoiced</th>
<th>Paid</th>
<th>Total % Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Dues</td>
<td>$405,643</td>
<td></td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>Voluntary Dues</td>
<td>—</td>
<td>—</td>
<td>69,435</td>
<td>68,034</td>
<td>98%</td>
</tr>
<tr>
<td>GIF Contribution</td>
<td>82,178</td>
<td>75,388</td>
<td>76,096</td>
<td>64,209</td>
<td>88%</td>
</tr>
<tr>
<td>GTI Membership Fee</td>
<td>57,380</td>
<td>55,582</td>
<td>28,515</td>
<td>23,575</td>
<td>92%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$545,201</strong></td>
<td><strong>$536,613</strong></td>
<td><strong>$174,046</strong></td>
<td><strong>$155,818</strong></td>
<td><strong>96%</strong></td>
</tr>
</tbody>
</table>

*Members named by formal agreement in MARC’s bylaws, including Cass, Clay, Jackson, Platte, Ray, Johnson, Leavenworth, Miami and Wyandotte counties and the cities of Independence, Kansas City, Lee’s Summit, Olathe and Overland Park.

EMERGENCY SERVICES FUNDS

The emergency services fund supports critical regional emergency planning, communications and training systems through the Regional Homeland Security Coordinating Committee (RHSCC); emergency services and public health programs through the Mid-America Regional Council Emergency Rescue Committee (MARCER), the Metropolitan Official Health Agencies of the Kansas City Area (MOHAKCA), and the Metropolitan Emergency Radio System (MERS). As of September 30, we have collected 94% of the membership dues for 2019.

<table>
<thead>
<tr>
<th></th>
<th>Invoiced</th>
<th>Paid</th>
<th>Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHSCC</td>
<td>$279,306</td>
<td>$270,322</td>
<td>97%</td>
</tr>
<tr>
<td>MARCER</td>
<td>128,425</td>
<td>112,511</td>
<td>88%</td>
</tr>
<tr>
<td>MOHAKCA</td>
<td>5,400</td>
<td>5,400</td>
<td>100%</td>
</tr>
<tr>
<td>MERS</td>
<td>2,900</td>
<td>2,900</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$416,031</strong></td>
<td><strong>$391,133</strong></td>
<td><strong>94%</strong></td>
</tr>
</tbody>
</table>

TRANSPORTATION PLANNING RESERVE

The transportation planning reserve fund is used to track funding generated for non-federal cash match. The fund also receives 10% from the annual local government dues which was $47,508 in 2019. As of September 30, we have collected 62% of the membership dues for 2019 and are still awaiting payment from 6 entities.

<table>
<thead>
<tr>
<th></th>
<th>Invoiced</th>
<th>Paid</th>
<th>Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Fee</td>
<td>$419,390</td>
<td>$261,470</td>
<td>62%</td>
</tr>
<tr>
<td>10% from Local Dues</td>
<td>47,508</td>
<td>47,508</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$466,898</strong></td>
<td><strong>$308,978</strong></td>
<td></td>
</tr>
</tbody>
</table>
### Schedule 1
**General Fund**
Revenues and Expenditures by Program
As of September 30, 2019

#### Revenues

<table>
<thead>
<tr>
<th>Indirect Costs &amp; Fringe Benefits</th>
<th>Original Budget</th>
<th>Unrestricted</th>
<th>Indirect Costs &amp; Fringe Benefits Allocation Surplus/(Deficiency)</th>
<th>Property</th>
<th>Long-Term Contingency</th>
<th>Transportation Reserve</th>
<th>Emergency Services Program</th>
<th>Aging Program</th>
<th>Accumulated Vacation and Sick Leave Benefits</th>
<th>Total</th>
<th>Variance Favorable/(Unfavorable)</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Dues</td>
<td>$560,973</td>
<td>$507,088</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$73,637</td>
<td>$0</td>
<td>$580,725</td>
<td>$19,752</td>
<td>104%</td>
<td></td>
</tr>
<tr>
<td>Emergency Services Contributions</td>
<td>416,031</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>423,214</td>
<td>0</td>
<td>423,214</td>
<td>7,183</td>
<td>102%</td>
<td></td>
</tr>
<tr>
<td>Transportation Project Fees</td>
<td>419,390</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>418,070</td>
<td>0</td>
<td>418,070</td>
<td>(1,320)</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Fees for Services</td>
<td>26,641</td>
<td>27,323</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>27,323</td>
<td>682</td>
<td>103%</td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>90,000</td>
<td>84,260</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>84,260</td>
<td>(5,740)</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>1,513,035</td>
<td>618,672</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>418,070</td>
<td>73,637</td>
<td>1,533,593</td>
<td>20,558</td>
<td>101%</td>
<td></td>
</tr>
</tbody>
</table>

#### Expenditures

| Capital Outlay                  | 66,000          | 0            | 0                                                              | 0        | 0                     | 0                      | 0                        | 0            | 0    | 66,000                                    | 0%   | 0%                                  |
| MARC Local Activity             | 451,576         | 315,829      | 0                                                              | 0        | 0                     | 0                      | 6,861                    | 0            | 0    | 322,690                                   | 128,886 | 71%                                 |
| **Total Expenditures**          | 517,576         | 315,829      | 0                                                              | 0        | 0                     | 0                      | 6,861                    | 0            | 0    | 322,690                                   | 194,886 | 62%                                 |

#### Other Financing Sources (Uses)

| Operating Transfers Out         | (782,016)       | (16,138)     | 0                                                              | 0        | 0                     | 0                      | (166,751)                | (195,138)    | 62,924 | 0                                    | (440,951) | 341,065 | 56% |
| Allocation Surplus (Deficiency) | (221,389)       | 0            | (57,759)                                                      | 0        | 0                     | 0                      | 0                        | 0            | 0    | (57,759)                                  | 163,630 | 26% |
| Settlement of Vacation and Sick Leave | (50,000)   | 0            | 0                                                              | 0        | 0                     | 0                      | 0                        | 0            | 0    | 0                                      | 76,596   | 126,596 | -153%|
| Charge for Use of Assets        | 76,397          | 0            | 0                                                              | 0        | 0                     | 0                      | 44,973                   | 0            | 0    | 44,973                                    | (31,424) | 59% |
| **Total Other Financing Sources (Uses)** | (977,008) | (16,138) | (57,759) | 44,973 | 0 | (166,751) | (195,138) | (62,924) | 76,596 | (377,141) | 599,867 | 39% |

#### Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses

| Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses | 18,451 | 286,705 | (57,759) | 44,973 | 0 | 244,458 | 228,076 | 10,713 | 76,596 | 833,762 | 815,311 | 4519% |

#### Fund Balance, Beginning of Year

| Fund Balance, Beginning of Year | 3,305,523 | 196,193 | 264,142 | (197,218) | 1,274,152 | 75,376 | 832,060 | 95,163 | 765,655 | 3,305,523 | 0 | 100% |

#### Subtotal

| Subtotal | 3,323,974 | 482,898 | 206,382 | (152,245) | 1,274,152 | 319,834 | 1,060,136 | 105,876 | 842,252 | 4,139,285 | 815,311 | 125% |

#### Transfer from Unrestricted to Long-Term Contingency and Transportation Reserve

| Transfer from Unrestricted to Long-Term Contingency and Transportation Reserve | 0 | (57,508) | 0 | 0 | 47,508 | 10,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

#### Fund Balance, End of Year

| Fund Balance, End of Year | $3,323,974 | $425,390 | $206,382 | ($152,245) | $1,274,152 | $367,342 | $1,070,136 | $105,876 | $842,252 | $4,139,285 | $815,311 | 125% |

#### Budgeted Fund Balance, End of Year

| Budgeted Fund Balance, End of Year | $70,742 | $43,861 | ($187,929) | $1,397,394 | $314,777 | $985,290 | $60,576 | $715,655 | $3,400,365 | |

####ENDING BALANCE

<table>
<thead>
<tr>
<th>General Fund Balance Recap</th>
<th>Original Budget</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARC Unrestricted</td>
<td>$70,741</td>
<td>$70,741</td>
</tr>
<tr>
<td>Indirect Costs &amp; Fringe Surplus (Deficiency)</td>
<td>$43,860</td>
<td>$206,382</td>
</tr>
<tr>
<td>Long-Term Contingencies</td>
<td>$1,397,394</td>
<td>$1,274,152</td>
</tr>
<tr>
<td>Property &amp; Equipment</td>
<td>($187,929)</td>
<td>($152,245)</td>
</tr>
<tr>
<td>Transportation Planning</td>
<td>$314,777</td>
<td>$367,342</td>
</tr>
<tr>
<td>Emergency Services</td>
<td>$985,290</td>
<td>$1,070,136</td>
</tr>
<tr>
<td>Settlement of Vacation and Sick Leave</td>
<td>$715,655</td>
<td>$842,252</td>
</tr>
<tr>
<td>Older Americans Act Match</td>
<td>$60,576</td>
<td>$105,876</td>
</tr>
<tr>
<td>Total</td>
<td>$3,400,365</td>
<td>$4,139,285</td>
</tr>
</tbody>
</table>
**Schedule 2**  
*Special Revenue Fund*  
Revenues and Expenditures by Program  
As of September 30, 2019

<table>
<thead>
<tr>
<th></th>
<th>Original Budget</th>
<th>Aging Department</th>
<th>Emergency Serv. &amp; Public Safety</th>
<th>Community Development</th>
<th>Transportation Planning</th>
<th>Early Learning &amp; Head Start</th>
<th>Environmental Planning</th>
<th>Total</th>
<th>Variance (Unfavorable)</th>
<th>Favorable</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal and State Funds</td>
<td>$46,764,005</td>
<td>$3,851,830</td>
<td>$1,528,263</td>
<td>$704,462</td>
<td>$4,659,959</td>
<td>$16,667,249</td>
<td>$535,548</td>
<td>$27,947,311</td>
<td>($18,816,694)</td>
<td>60%</td>
<td></td>
</tr>
<tr>
<td>Private Funds</td>
<td>3,798,343</td>
<td>24,300</td>
<td>119,930</td>
<td>1,263,108</td>
<td>0</td>
<td>480,835</td>
<td>51,867</td>
<td>1,940,039</td>
<td>(1,858,304)</td>
<td>51%</td>
<td></td>
</tr>
<tr>
<td>Local Dues and Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td>---</td>
</tr>
<tr>
<td>Other Local Funds</td>
<td>3,703,947</td>
<td>152,352</td>
<td>1,207,347</td>
<td>113,791</td>
<td>0</td>
<td>218,744</td>
<td>2,428,974</td>
<td>(1,274,973)</td>
<td>66%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fees for Services</td>
<td>505,398</td>
<td>142,458</td>
<td>20,872</td>
<td>69,189</td>
<td>0</td>
<td>1,415</td>
<td>0</td>
<td>233,934</td>
<td>(271,464)</td>
<td>46%</td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>83,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>(83,000)</td>
<td>0%</td>
</tr>
<tr>
<td>Contributed Services</td>
<td>9,956,801</td>
<td>1,435,314</td>
<td>21,548</td>
<td>267,776</td>
<td>282,563</td>
<td>3,919,366</td>
<td>93,092</td>
<td>6,019,659</td>
<td>(3,937,142)</td>
<td>60%</td>
<td></td>
</tr>
<tr>
<td>Transfer from Other Funds</td>
<td>762,516</td>
<td>63,057</td>
<td>195,138</td>
<td>82</td>
<td>185,638</td>
<td>1,680</td>
<td>6</td>
<td>445,800</td>
<td>(316,916)</td>
<td>58%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>65,574,010</td>
<td>5,669,310</td>
<td>3,093,099</td>
<td>2,418,408</td>
<td>5,864,899</td>
<td>21,070,545</td>
<td>899,256</td>
<td>39,015,517</td>
<td>(26,558,493)</td>
<td>59%</td>
<td></td>
</tr>
</tbody>
</table>

| **EXPENDITURES**        | 65,574,010      | 5,669,310        | 3,093,099                       | 2,418,408             | 5,864,899               | 21,070,545                  | 899,256                | 39,015,517   | 26,558,493 | 59%       |              |

| Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | --- |
| Fund Balance, Beginning of Year | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | --- |
| Fund Balance, End of Year | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | --- |
## Schedule 3
### Enterprise Fund
#### Revenues and Expenditures by Program
As of September 30, 2019

<table>
<thead>
<tr>
<th>Original Budget</th>
<th>GTI</th>
<th>Small Cities</th>
<th>Cooperative Purchasing</th>
<th>Regional Aerial Photography</th>
<th>Research Services</th>
<th>IBTS</th>
<th>Annual Local Government Services</th>
<th>Shared Special Services</th>
<th>Special Projects</th>
<th>KERIT</th>
<th>VD-HCBS</th>
<th>Managed Services Network</th>
<th>Learning Core</th>
<th>CORE 4</th>
<th>GIF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal and State Funds</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Private Funds</td>
<td>99,402</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Local Dues and Fees</td>
<td>254,456</td>
<td>86,231</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other Local Funds</td>
<td>149,277</td>
<td>1,170</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fees for Services</td>
<td>1,280,965</td>
<td>373,198</td>
<td>51,071</td>
<td>81,553</td>
<td>6,138</td>
<td>66,036</td>
<td>2,621</td>
<td>14,152</td>
<td>0</td>
<td>0</td>
<td>27,173</td>
<td>22,230</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transfer from Other Funds</td>
<td>19,600</td>
<td>14,625</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>1,803,602</td>
<td>475,224</td>
<td>51,071</td>
<td>81,553</td>
<td>6,138</td>
<td>66,036</td>
<td>2,621</td>
<td>14,152</td>
<td>0</td>
<td>0</td>
<td>27,173</td>
<td>22,230</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Excess (Deficiency) of Revenues over Expenditures</td>
<td>(9,691)</td>
<td>(54,878)</td>
<td>(18,933)</td>
<td>27,145</td>
<td>1,215</td>
<td>10,658</td>
<td>2,621</td>
<td>7,385</td>
<td>0</td>
<td>0</td>
<td>968</td>
<td>8,617</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fund Balance, Beginning of Year</td>
<td>527,851</td>
<td>49,301</td>
<td>(46,496)</td>
<td>209,551</td>
<td>174</td>
<td>32,152</td>
<td>16,836</td>
<td>3,193</td>
<td>(1,513)</td>
<td>13,050</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Budgeted Fund Balance, End of Year</td>
<td>$23,761.53</td>
<td>$2,651.88</td>
<td>$171,137.24</td>
<td>$174</td>
<td>$35,968</td>
<td>$23,336</td>
<td>$13,931</td>
<td>$8,361</td>
<td>$288</td>
<td>($2,009)</td>
<td>($1,513)</td>
<td>$13,050</td>
<td>$0</td>
<td>$285,701</td>
<td>$199,934</td>
<td>$774,772</td>
</tr>
</tbody>
</table>
### Schedule 4A

**Indirect Costs**

As of September 30, 2019

<table>
<thead>
<tr>
<th>FUNDING SOURCE</th>
<th>Original Budget</th>
<th>Actual</th>
<th>Variance Favorable</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Allocated to Grants</td>
<td>$3,378,127</td>
<td>$2,362,697</td>
<td>($1,015,430)</td>
<td>70%</td>
</tr>
<tr>
<td>Prior Year's Surplus/(Deficit)</td>
<td>344,931</td>
<td>344,931</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>3,723,058</td>
<td>2,707,628</td>
<td>(1,015,430)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>Original Budget</th>
<th>Actual</th>
<th>Variance Favorable</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting/Audit</td>
<td>142,588</td>
<td>113,463</td>
<td>29,125</td>
<td>80%</td>
</tr>
<tr>
<td>Automobile</td>
<td>31,984</td>
<td>15,105</td>
<td>16,879</td>
<td>47%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>0</td>
<td>2,922</td>
<td>(2,922)</td>
<td>-%</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>101,562</td>
<td>75,284</td>
<td>26,278</td>
<td>74%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>60,377</td>
<td>31,496</td>
<td>28,881</td>
<td>52%</td>
</tr>
<tr>
<td>Equipment Rental</td>
<td>6,572</td>
<td>6,056</td>
<td>516</td>
<td>92%</td>
</tr>
<tr>
<td>Fringe Benefits Allocated</td>
<td>760,339</td>
<td>529,966</td>
<td>230,373</td>
<td>70%</td>
</tr>
<tr>
<td>Insurance</td>
<td>170,584</td>
<td>121,452</td>
<td>49,132</td>
<td>71%</td>
</tr>
<tr>
<td>Meeting/Travel</td>
<td>4,340</td>
<td>5,312</td>
<td>(972)</td>
<td>122%</td>
</tr>
<tr>
<td>Memberships/Periodicals</td>
<td>19,805</td>
<td>13,058</td>
<td>6,747</td>
<td>66%</td>
</tr>
<tr>
<td>Other</td>
<td>30,210</td>
<td>22,400</td>
<td>7,810</td>
<td>74%</td>
</tr>
<tr>
<td>Postage</td>
<td>10,644</td>
<td>10,235</td>
<td>409</td>
<td>96%</td>
</tr>
<tr>
<td>Printing/Reproduction</td>
<td>59,835</td>
<td>46,706</td>
<td>13,129</td>
<td>78%</td>
</tr>
<tr>
<td>Rent/Utilities/Maintenance</td>
<td>493,937</td>
<td>366,455</td>
<td>127,482</td>
<td>74%</td>
</tr>
<tr>
<td>Salaries</td>
<td>1,532,063</td>
<td>1,065,386</td>
<td>466,677</td>
<td>70%</td>
</tr>
<tr>
<td>Supplies</td>
<td>116,365</td>
<td>65,057</td>
<td>53,308</td>
<td>55%</td>
</tr>
<tr>
<td>Training</td>
<td>20,700</td>
<td>8,472</td>
<td>12,228</td>
<td>41%</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>3,563,905</td>
<td>2,498,825</td>
<td>1,065,080</td>
<td>70%</td>
</tr>
<tr>
<td>Less: Fees for Handling Pass-through Grants</td>
<td>(2,600)</td>
<td>(2,000)</td>
<td>(600)</td>
<td>77%</td>
</tr>
<tr>
<td><strong>Net Indirect Costs</strong></td>
<td>3,561,305</td>
<td>2,496,825</td>
<td>1,064,480</td>
<td>70%</td>
</tr>
</tbody>
</table>

Surplus/(Deficit) of Allocation to Grants,
Cumulative to Date

| Agency-Wide | | |
|-------------|----------------|----------------|--------|---|
| Salaries | 5,203,463 | 5,203,463 | 0 | 100% |
| Fringes | 2,568,415 | 2,568,415 | 0 | 100% |
| **Total Indirect Base** | 7,771,877 | 7,771,877 | 0 | 100% |
| **Current Year Indirect Expenses - Actual** | 2,496,825 | 2,496,825 | 0 | 100% |
| **Run Rate - Current Year Indirect %** | 32.1% | 32.1% | 0 | 100% |
| **Negotiated Rate** | 30.4% | 30.4% | 0 | 100% |
| **Difference** | 1.7% | 1.7% | 0 | 100% |
### Schedule 4B

**Fringe Benefits**

**As of September 30, 2019**

<table>
<thead>
<tr>
<th>FUNDING SOURCE</th>
<th>Original Budget</th>
<th>Regular Actual</th>
<th>Intern/ Seasonal Actual</th>
<th>Total Actual</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Allocated to Grants</td>
<td>$4,429,584</td>
<td>$3,094,114</td>
<td>$4,266</td>
<td>$3,098,381</td>
<td>($1,331,203)</td>
<td></td>
</tr>
<tr>
<td>Prior Year's Surplus/(Deficit)</td>
<td>(80,789)</td>
<td>(80,789)</td>
<td>0</td>
<td>(80,789)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td>4,348,795</td>
<td>3,013,325</td>
<td>4,266</td>
<td>3,017,592</td>
<td>(1,331,203)</td>
<td></td>
</tr>
</tbody>
</table>

**EXPENDITURES**

<table>
<thead>
<tr>
<th>Item</th>
<th>Original Budget</th>
<th>Regular Actual</th>
<th>Intern/ Seasonal Actual</th>
<th>Total Actual</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>FICA Taxes</td>
<td>738,903</td>
<td>517,445</td>
<td>4,266</td>
<td>521,711</td>
<td>217,192</td>
<td>71%</td>
</tr>
<tr>
<td>Pension</td>
<td>667,774</td>
<td>436,516</td>
<td>0</td>
<td>436,516</td>
<td>231,258</td>
<td>65%</td>
</tr>
<tr>
<td>401k Employer Match</td>
<td>203,012</td>
<td>144,551</td>
<td>0</td>
<td>144,551</td>
<td>58,461</td>
<td>71%</td>
</tr>
<tr>
<td>Health Insurance Subsidy</td>
<td>1,047,669</td>
<td>675,883</td>
<td>0</td>
<td>675,883</td>
<td>371,786</td>
<td>65%</td>
</tr>
<tr>
<td>Cafeteria Allowance</td>
<td>340,335</td>
<td>245,010</td>
<td>0</td>
<td>245,010</td>
<td>95,325</td>
<td>72%</td>
</tr>
<tr>
<td>Disability Insurance</td>
<td>32,450</td>
<td>23,812</td>
<td>0</td>
<td>23,812</td>
<td>8,638</td>
<td>73%</td>
</tr>
<tr>
<td>Unemployment Compensation</td>
<td>7,500</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>7,500</td>
<td>0%</td>
</tr>
<tr>
<td>Educational Assistance</td>
<td>25,000</td>
<td>3,912</td>
<td>0</td>
<td>3,912</td>
<td>21,088</td>
<td>16%</td>
</tr>
<tr>
<td>Other Fringe Benefits</td>
<td>6,500</td>
<td>2,106</td>
<td>0</td>
<td>2,106</td>
<td>4,395</td>
<td>32%</td>
</tr>
<tr>
<td>Vacation</td>
<td>650,475</td>
<td>485,183</td>
<td>0</td>
<td>485,183</td>
<td>165,292</td>
<td>75%</td>
</tr>
<tr>
<td>Sick Leave</td>
<td>370,269</td>
<td>239,141</td>
<td>0</td>
<td>239,141</td>
<td>131,128</td>
<td>65%</td>
</tr>
<tr>
<td>Holidays</td>
<td>373,908</td>
<td>223,048</td>
<td>0</td>
<td>223,048</td>
<td>150,860</td>
<td>60%</td>
</tr>
<tr>
<td>Other Leave</td>
<td>14,000</td>
<td>21,139</td>
<td>0</td>
<td>21,139</td>
<td>(7,139)</td>
<td>151%</td>
</tr>
</tbody>
</table>

Total Fringe Benefit Expenditures       | 4,477,795       | 3,017,746      | 4,266                   | 3,022,012    | 1,455,783                       | 67%          |

Surplus/(Deficit) of Allocation to Grants, Cumulative to Date | ($129,000) | ($4,420) | $0 | ($4,420) | $124,580 | 3% |

Agency-Wide

<table>
<thead>
<tr>
<th>Item</th>
<th>Original Budget</th>
<th>Regular Actual</th>
<th>Intern/ Seasonal Actual</th>
<th>Total Actual</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Percent Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$6,213,081</td>
<td>$55,768</td>
<td>$3,017,746</td>
<td>$4,266</td>
<td>48.6% 7.65%</td>
<td></td>
</tr>
<tr>
<td>Current Year Fringe Expenses - Actual</td>
<td>$3,017,746</td>
<td>$4,266</td>
<td></td>
<td></td>
<td>49.8% 7.65%</td>
<td></td>
</tr>
<tr>
<td>Run Rate - Current Year Indirect %</td>
<td>48.6% 7.65%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Negotiated Rate</td>
<td>49.8% 7.65%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Difference</td>
<td>-1.2% 0.0%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Schedule 5A

**Cash Utilization**

As of September 30, 2019

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>January 31, 2019</td>
<td>($4,341,326)</td>
<td>$6,791,388</td>
<td>$500,021</td>
<td>$146,715</td>
<td>$4,000,000</td>
<td>$7,096,798</td>
</tr>
<tr>
<td>February 28, 2019</td>
<td>(827,793)</td>
<td>3,000,403</td>
<td>500,018</td>
<td>150,618</td>
<td>4,000,000</td>
<td>6,823,247</td>
</tr>
<tr>
<td>March 31, 2019</td>
<td>(725,905)</td>
<td>4,633,991</td>
<td>500,019</td>
<td>160,628</td>
<td>4,000,000</td>
<td>8,568,734</td>
</tr>
<tr>
<td>April 30, 2019</td>
<td>(2,210,740)</td>
<td>5,551,207</td>
<td>500,019</td>
<td>419,626</td>
<td>3,750,000</td>
<td>8,010,112</td>
</tr>
<tr>
<td>May 31, 2019</td>
<td>(2,251,191)</td>
<td>5,281,565</td>
<td>500,020</td>
<td>169,760</td>
<td>4,000,000</td>
<td>7,700,154</td>
</tr>
<tr>
<td>June 30, 2019</td>
<td>(1,998,724)</td>
<td>6,273,723</td>
<td>500,018</td>
<td>176,543</td>
<td>4,000,000</td>
<td>8,951,561</td>
</tr>
<tr>
<td>July 31, 2019</td>
<td>(1,317,976)</td>
<td>5,753,856</td>
<td>500,020</td>
<td>440,162</td>
<td>3,750,000</td>
<td>9,126,062</td>
</tr>
<tr>
<td>August 31, 2019</td>
<td>(706,750)</td>
<td>4,200,731</td>
<td>500,022</td>
<td>190,272</td>
<td>4,000,000</td>
<td>8,184,274</td>
</tr>
<tr>
<td>September 30, 2019</td>
<td>(1,352,738)</td>
<td>3,228,859</td>
<td>500,018</td>
<td>205,616</td>
<td>4,000,000</td>
<td>6,581,755</td>
</tr>
<tr>
<td>October 31, 2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>November 30, 2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>December 31, 2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Current Interest Rates</td>
<td></td>
<td>0.25%</td>
<td>0.05%</td>
<td>0.05%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Investments</th>
<th>Yield Rate</th>
<th>Purchase Date</th>
<th>Amount</th>
<th>Maturity Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Home Loan Bank</td>
<td>2.700%</td>
<td>June 21, 2018</td>
<td>500,000</td>
<td>June 21, 2021</td>
</tr>
<tr>
<td>Federal Farm Credit Bank</td>
<td>2.680%</td>
<td>July 13, 2018</td>
<td>500,000</td>
<td>July 2, 2021</td>
</tr>
<tr>
<td>Federal Farm Credit Bank</td>
<td>2.820%</td>
<td>Aug 15, 2018</td>
<td>250,000</td>
<td>July 2, 2021</td>
</tr>
<tr>
<td>Federal Home Loan Bank</td>
<td>2.318%</td>
<td>Jan 10, 2018</td>
<td>250,000</td>
<td>Oct 6, 2021</td>
</tr>
<tr>
<td>Federal Farm Credit Bank</td>
<td>2.633%</td>
<td>Apr 25, 2019</td>
<td>250,000</td>
<td>Oct 15, 2021</td>
</tr>
<tr>
<td>Federal Farm Credit Bank</td>
<td>2.372%</td>
<td>Jan 10, 2018</td>
<td>250,000</td>
<td>Apr 12, 2022</td>
</tr>
<tr>
<td>Sallie Mae Bank C.D.</td>
<td>2.550%</td>
<td>May 8, 2019</td>
<td>250,000</td>
<td>May 9, 2022</td>
</tr>
<tr>
<td>Ally Bank C.D.</td>
<td>2.150%</td>
<td>Aug 1, 2019</td>
<td>250,000</td>
<td>Aug 1, 2022</td>
</tr>
<tr>
<td>Federal Home Loan Bank</td>
<td>2.000%</td>
<td>Sept 6, 2017</td>
<td>500,000</td>
<td>Sept 6, 2022</td>
</tr>
<tr>
<td>Goldman Sachs Bank USA C.D.</td>
<td>2.900%</td>
<td>Mar 6, 2019</td>
<td>250,000</td>
<td>Mar 6, 2023</td>
</tr>
<tr>
<td>Capital One Bank USA NA C.D.</td>
<td>2.200%</td>
<td>July 31, 2019</td>
<td>250,000</td>
<td>July 31, 2023</td>
</tr>
<tr>
<td>Federal Home Loan Bank</td>
<td>2.044%</td>
<td>Sept 16, 2019</td>
<td>500,000</td>
<td>Sept 11, 2024</td>
</tr>
</tbody>
</table>

**Total** $4,000,000
## Schedule 5B
Idle Funds Investment Income  
As of September 30, 2019

<table>
<thead>
<tr>
<th>Month</th>
<th>Interest From Checking Accounts</th>
<th>Interest From Investments</th>
<th>Total</th>
<th>Allocated to Child Care &amp; Solid Waste District</th>
<th>Balance in General Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$1,304</td>
<td>$7,408</td>
<td>$8,713</td>
<td>($540)</td>
<td>$8,172</td>
</tr>
<tr>
<td>February</td>
<td>1,748</td>
<td>6,734</td>
<td>8,482</td>
<td>(435)</td>
<td>8,047</td>
</tr>
<tr>
<td>March</td>
<td>1,875</td>
<td>7,491</td>
<td>9,367</td>
<td>(895)</td>
<td>8,472</td>
</tr>
<tr>
<td>April</td>
<td>2,384</td>
<td>7,872</td>
<td>10,256</td>
<td>(1,245)</td>
<td>9,011</td>
</tr>
<tr>
<td>May</td>
<td>2,758</td>
<td>8,675</td>
<td>11,433</td>
<td>(1,225)</td>
<td>10,208</td>
</tr>
<tr>
<td>June</td>
<td>2,680</td>
<td>8,675</td>
<td>11,355</td>
<td>(1,056)</td>
<td>10,299</td>
</tr>
<tr>
<td>July</td>
<td>2,368</td>
<td>8,490</td>
<td>10,858</td>
<td>(1,194)</td>
<td>9,664</td>
</tr>
<tr>
<td>August</td>
<td>2,180</td>
<td>8,482</td>
<td>10,662</td>
<td>(1,226)</td>
<td>9,436</td>
</tr>
<tr>
<td>September</td>
<td>1,645</td>
<td>9,306</td>
<td>10,951</td>
<td>0</td>
<td>10,951</td>
</tr>
<tr>
<td>October</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>November</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>December</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$18,944</strong></td>
<td><strong>$73,133</strong></td>
<td><strong>$92,077</strong></td>
<td><strong>($7,816)</strong></td>
<td><strong>$84,260</strong></td>
</tr>
</tbody>
</table>
ISSUE:
REPORT: Briefing on the Government Finance Officers Association Distinguished Budget Presentation Award

BACKGROUND:
The Government Finance Officers Association (GFOA) represents public finance officials throughout the United States and Canada. Their mission is to advance public excellence in public finance and as part of that work, they provide a comprehensive review process for public entities’ annual financial reports and for their annual budgets. These review processes encompass nationally recognized guidelines for best practices in financial reporting. MARC has submitted their annual audit for review and has received the Certificate of Achievement for Excellence in Financial Reporting for over 30 years.

This past year, the MARC budget was recreated, and the budget document was designed based on the four categories of best practices: to serve as a policy document, a financial plan, an operations guide and a communications device. The 2019 MARC budget was submitted to the GFOA process and was reviewed by a team of finance professionals. Clear review criteria outlined and include the understandability and usability of the document, but also encompass the process for budget development, financial policies and good accounting practices.

With support from the Budget and Personnel Committee, a team of Finance and Public Affairs staff led the 2019 budget process. Multiple MARC staff members contributed to this work. The MARC 2019 budget was deemed to be proficient in the four critical categories, and in the fourteen mandatory criteria within those categories that are evaluated.

The organization is pleased to announce that MARC has been awarded, for the first time, the Distinguished Budget Presentation Award for the 2019 MARC budget.

RECOMMENDATION:
None. Information only.

STAFF CONTACT:
Becky Hall
Katelyn Click
Joanne Bussinger
Barbara Hensley
Carol Gonzales
ISSUE:
VOTE: Approve a renewal agreement with Management Information Technology USA, to support MARC’s Head Start program

BACKGROUND:
Since 2006, Mid-America Head Start has contracted with Management Information Technology USA, Inc. to use ChildPlus software as the primary record keeping system for the Head Start grant. The contract is based on a per child cost of $11.75 per child for 3,095 children ($36,374.92) and $6,516.21 for direct administrative access to data. This renewal contract with Management Information Technology USA, Inc. covers a period from November 1, 2019 to October 31, 2020.

BUDGET CONSIDERATIONS:
This expenditure is included in the budget for the 2019-2020 Federal Head Start/Early Head Start grant.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$25,210,117.00</td>
</tr>
<tr>
<td>Source</td>
<td>Administration for Children and Families</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>$42,891.13</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>-</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>-</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
Approve a contract renewal with Management Information Technology USA, Inc. from November 1, 2019 to October 31, 2020, for the Childplus.net database system, administrative access to data and related technical support services for MARC’s Head Start program in an amount not to exceed $42,891.13

STAFF CONTACT
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Approve an agreement with Zipco Contracting to complete the addition of a bathroom for Easter Seals Midwest Early Childhood Center

BACKGROUND:
As a Head Start/Early Head Start direct service provider for MARC, Easter Seals Midwest provides inclusive early childhood services for children of all abilities. Its location includes six Head Start and Early Head Start classrooms. A remodel to add an additional bathroom, accessible by two classrooms, will reduce transition and wait time for children and allow teachers to better supervise and help children when they are using the restroom.

There were challenges securing enough bids for this project, although multiple contractors were solicited for proposals only two bids were received. Zipco Contracting was selected because it was the lowest bid and was also the only contractor that was able to comply with the Davis Bacon Act requirements for prevailing wage. The total of the contract is $35,885.

BUDGET CONSIDERATIONS:
Funds for facility repairs and unexpected expenses are included in MARC’s Head Start budget for FY2018-2019.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
<th>$25,210,117</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Administration for Children and Families</td>
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</tr>
<tr>
<td>PROJECTED EXPENSES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>$35,885</td>
<td></td>
</tr>
<tr>
<td>Pass-Through</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:
Authorize MARC to enter into an agreement with Zipco Contracting to complete the addition of a bathroom at Easter Seals Midwest Early Childhood, 1508 NW Vivion Rd, Kansas City, MO for $35,885 to be completed by December 31, 2019.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Approve an agreement with Jewish Vocational Services for in-home and on-site language interpretation services for 14 Head Start and Early Head Start programs

BACKGROUND:
The Office of Head Start requires that programs ensure all families, including those whose first language is not English, are able to fully participate in the program and its activities. Although programs seek to employ bi-lingual staff who speak the languages of the families they serve, this is not always possible. With increasing numbers of immigrant and refugee families who speak a wide variety of languages and dialects, there is a need for on-site interpretive services, particularly in home-visiting programs where staff work directly with parents. MAHS is requesting approval to contract with Jewish Vocational Services to provide in-home and on-site interpretive services for programs serving dual language families. Total of the contract is not to exceed $100,000 from November 1, 2019 through October 31, 2020.

BUDGET CONSIDERATIONS:
Funding for this contract was included in the MAHS budget for 2019-2020.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$25,210,117</td>
</tr>
<tr>
<td>Source</td>
<td>Administration for Children and Families</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>100,000</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION: Approve a contract with Jewish Vocational Services for in-home and on-site interpretive services at 14 Mid-America Head Start programs, from November 1, 2019 through October 31, 2020 for a total amount not to exceed $100,000.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Approve a contract extension with The Family Conservancy for professional development services for Head Start and Early Head Start staff

BACKGROUND:
MARC has contracted with The Family Conservancy since August of 2018 to provide professional development services for the Head Start and Early Head Start staff at 14 direct service provider agencies. Services include a large group pre-service for up to 200 participants, a spring conference for up to 100 participants, individual training courses based on each agency’s training plan, continuing education coursework and support for identified teachers and teacher assistants. Costs are based on individual registrations and the number of participants is estimated based on training plans submitted by each of the 14 providers. The total maximum amount of this contract for the 12-month period of November 1, 2019 through October 31, 2020 is $100,000.

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

| REVENUES | | $25,210,117 |
| Source | Administration for Children and Families |
| PROJECTED EXPENSES | | $100,000 |
| Personnel (salaries, fringe, rent) | | - |
| Contractual | | $100,000 |
| Other (supplies, printing, etc.) | | - |

RECOMMENDATION:
Approve a contract extension with The Family Conservancy to provide professional development services for Head Start and Early Head Start staff from November 1, 2019 through October 31, 2020, for a maximum contract amount of $100,000.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Approve an amendment to MARC’s contract with Yoodle for website development services to support Head Start and Early Head Start programs

BACKGROUND:
The Mid-America Regional Council’s Head Start program requested bids for a qualified firm with expertise in web development and design to create a new website targeting two distinct audiences: (1) families with young children enrolled in or potentially eligible for Head Start/Early Head Start programs and (2) MARC Head Start/Early Head Start service providers. The website will be used as an outreach tool for families not yet enrolled in Head Start or Early Head Start programs, as well as a communication tool for families with children enrolled in the program. It will also be used as a communication tool for the network of agencies and programs that provide services to MARC Head Start children and families and will serve as a hub to connect network partners with each other and with community resources.

Yoodle’s proposal was selected for its understanding and ability to meet the technical specifications of the RFP, Yoodle is a local vendor that MARC has worked with previously, and the proposal was within MARC’s budget of $30,000.00. The original amount of the contract was $20,000.00. In order to include logo and brand development, promotional tools and graphics, as well as an acuity scheduling set-up that will allow parents to schedule application appointments, MARC is requesting an increase to this contract of $9,700, which will bring the total contract amount to $29,700.

BUDGET CONSIDERATIONS:
Funding for this contract was included in the MAHS budget for 2018-2019.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>$25,210,117</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>Source</td>
<td>Administration for Children and Families</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>$29,700</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td></td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION: Approve an amended contract with Yoodle for website development services for a total amount not to exceed $29,700.

STAFF CONTACT:
Liz Smith
Jovanna Rohs
ISSUE:
VOTE: Authorize a grant application with the Health Forward Foundation to support organizations assisting residents to enroll in the federal health insurance marketplace

BACKGROUND:
MARC has convened community stakeholders to increase access to health care for uninsured and underinsured residents through the Regional Health Care Initiative since 2006. In 2013, MARC began convening community organizations to raise awareness among area residents about the federal health insurance marketplace and to assist with enrollment. Representatives from area agencies have met regularly since that time, to coordinate their work and share information. MARC received funds from the Reach Healthcare Foundation and the Health Forward Foundation to support this work. MARC partnered with the United Way of Greater Kansas City to promote the use of 2-1-1 as a central phone number for residents interested in getting information or counseling assistance to be directed to the appropriate community agency.

MARC utilized foundation funds for staff support, media, special events, training for counselors, website support and other services. The Health Care Foundation has expressed interest in continuing to support MARC’s coordination services for the next enrollment period. The cost to provide those services and to continue to partner with United Way of Greater Kansas City for the 12 months beginning October 1, 2019 is $73,780. United Way’s 2-1-1 service will continue to provide services, referring callers to agencies with trained personnel to answer questions and assist them with enrollment. The media budget of $35,000 will allow for continued promotion in October, November and mid-December. For several years, the percentage of Kansas City area residents with health insurance continued to rise but the number declined last year. The federal government has reduced support for education about the marketplace and questions due to changes in coverage require additional outreach.

BUDGET CONSIDERATIONS:

| MARC Personnel (salary, fringe, indirect, rent)          | $20,000 |
| United Way 2-1-1                                      | $18,780 |
| Media purchases                                       | $35,000 |
| **Total**                                             | $73,780 |

RECOMMENDATION:
Authorize a grant application for $73,780 from the Health Forward Foundation to support community education and outreach efforts around the federal health insurance marketplace and subcontract with the United Way of Greater Kansas City to deliver related 2-1-1 services, not to exceed $18,780.

STAFF CONTACT:
Marlene Nagel
ISSUE:
VOTE: Authorize an application to the Health Forward Foundation of Greater Kansas City to support the community health worker project and amend the subcontractor’s agreement.

BACKGROUND:
MARC’s regional health care access initiative supports a regional committee focused on developing community health workers (CHWs) as a key part of the health care system. Community health workers are individuals trained to work with patients, to connect them to necessary health care and community services to improve their health outcomes and reduce re-admissions at hospitals. MARC received funding in 2015, 2016, 2017, and 2018 to support the committee’s work, and has identified ongoing work to continue to advance the development of a trained workforce. The work over the past year has focused on support for efforts to establish a state credential for CHWs and to improve the existing training offered by community colleges throughout Missouri. Similar efforts have been initiated to build support in the state of Kansas as well.

Activities in 2018-2019 included continued support for the CHW Collaborative; work to enhance the CHW training curriculum and service learning in collaboration with statewide interests; work with St. Louis and other state interests to secure payer support for the use of CHWs as part of a health care team; and increased use of CHWs among local health care organizations. For 2019-2020, MARC will continue its current work and focus on implementing a new Missouri certification for CHWs; pursue Medicaid reimbursement for CHW services; and introduce current work for statewide implementation in Kansas.

BUDGET CONSIDERATIONS:
Health Forward Foundation funds will be used to cover MARC salaries, fringe benefits, overhead and rent; consultant costs to support the work; meeting and training costs; and travel for CHW Collaborative members to national meetings. MARC has worked with two consultants and would continue their engagement over the next year. Erika Saleski with ES Advisors would support facilitation with the Collaborative, create financial mechanisms for CHW reimbursement by payers and MO Healthnet; and advance the CHW credential in Missouri. The second consultant, Caitlin Allen with CGA Consulting, was selected through an RFP process to support work on the CHW curriculum.

| MARC Personnel (salary, fringe, indirect, rent) | $35,000 |
| Contractual | $85,000 |
| Meeting, Printing | $5,000 |
| Training (for Community Health Workers and those that provide training to CHWs) | $25,000 |
| **Total** | **$150,000** |

RECOMMENDATION:
Authorize an application to the Health Forward Foundation of Greater Kansas City for the regional community health worker program in the amount of $150,000. If funds are awarded, authorize an amendment to the current agreement with ES Advisors LLC, adding $40,000 for a total of $263,471; and an amendment with Caitlin Allen of CGA Consulting adding $45,000 for a total of $157,000 to support community health workers.
AGENDA REPORT

Budget and Personnel Committee

STAFF CONTACT:
Marlene Nagel
ISSUE:
VOTE: Authorize an agreement with Nutmeg Consulting LLC for Homelessness Management Information technical services and training

BACKGROUND:
In 2016, MARC launched a new Homelessness Management Information System (HMIS) for agencies serving the homeless in Johnson, Jackson and Wyandotte counties. MARC worked for several months to transition existing data from the Mid-America Assistance Coalition’s MAAC-LINK system to the new Caseworthy system. 32 agencies have been set up in the new system. Due to MARC and Caseworthy staff changes, additional technical support and training is needed.

Nutmeg Consulting was brought into the Kansas City area by the Continuum of Care organization serving Jackson and Wyandotte counties, to review the HMIS database and offer advice on ways to strengthen the system. Nutmeg is an expert in the Caseworthy HMIS system, supporting over 1,000 agencies in the states of Connecticut, Massachusetts, South Dakota and Texas. Nutmeg began providing technical support through the invitation of the Continuum of Care to the Kansas City area, and MARC has continued to use their services. The Nutmeg Consulting team is now an integral part of the services being delivered for the Kansas City area HMIS system.

Earlier this year, MARC was awarded a HUD HMIS Capacity Building grant of $150,000. The grant is intended to enable MARC to strengthen its capacity to deliver HMIS Lead Agency services and address continued challenges in implementing the new HMIS system. Nutmeg would assist MARC in addressing new data standard requirements, including coordinated entry for homeless persons and families into services; data sharing issues and agreements among MARC and participating local agencies; and enhanced helpdesk support.

BUDGET CONSIDERATIONS:
MARC received a two-year capacity building grant from HUD totaling $150,000, to strengthen the HMIS system and services. These services will include:

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th>$115,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinated Entry/New HUD Data Standards Implementation</td>
<td>$20,000</td>
</tr>
<tr>
<td>HMIS Project Set-up to support better data sharing among agencies</td>
<td>$14,250</td>
</tr>
<tr>
<td>HMIS Project Set-up review and guidance to enable enhanced reporting</td>
<td>$28,750</td>
</tr>
<tr>
<td>Lead Staff Training</td>
<td>$7,000</td>
</tr>
<tr>
<td>Technical Assistance to Agencies</td>
<td>$45,000</td>
</tr>
<tr>
<td>Total</td>
<td>$115,000</td>
</tr>
</tbody>
</table>
RECOMMENDATION:
Authorize an agreement with Nutmeg Consulting LLC for Homelessness Management Information technical services and training for the period of 9/30/19 - 9/29/21, not to exceed a total amount of $115,000.

STAFF CONTACT:
Marlene Nagel
Sherry Ellis
ISSUE:
VOTE: Authorize the submission of grant applications and acceptance of funds if awarded, to support the Double Up Heartland Program for 2020

BACKGROUND:
In June 2016, the U.S. Department of Agriculture (USDA) awarded a $2.9 million Food Insecurity Nutrition Incentive (FINI) grant to MARC to fund a four-year expansion of the Double Up Food Bucks program. This expansion 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 and 2019. The program has been offered in the Kansas City metro, eastern Kansas, the St. Louis metro and central and southern Missouri. The program runs through the end of 2019.

The USDA issued a call for applications for the new Nutrition Incentive Program (Gus Schumacher NIP) for the next three years (2020-2022), earlier this spring. MARC submitted an application with new and existing program partners and funders but was not successful in securing a new three-year grant. The application did score well, and USDA officials encouraged MARC to apply for funds when a new application round opens in mid-2020.

As part of the process to prepare and submit the USDA grant application, MARC reached out to existing and new funders to meet the 1:1 match requirement. The Kansas Health Foundation committed to a $1,745,000 grant to MARC for a new three-year program, supporting the entire state of Kansas. The Kansas Health Foundation has confirmed their support for the program to continue in 2020 without the support of USDA funds.

MARC has reached out to funders in the Kansas City area to secure dollars for calendar year 2020, with the expectation that an application for a new USDA grant would be submitted in the summer of 2020 to support the program beginning in January 2021. Local funders considering a one-year request include the Health Forward Foundation for $200,000, Blue Cross Blue Shield of Kansas City for $50,000, the Marion and Henry Bloch Foundation for $50,000, and the Hall Family Foundation for $100,000. Three local community foundations in Kansas, outside the metro area, committed $10,000/year and their funding commitment is being determined. The Wichita YMCA will provide $25,000 in in-kind contributions (value of nutrition incentives). MARC will continue to work with two partner organizations, Cultivate KC to support farmers markets in the greater Kansas City area and the University of Kansas Medical Center Research Institute for evaluation support. In addition, MARC would bring a new partner to the program, the Kansas State University Extension Service, to work with farmers markets in Kansas outside the KC metro area.

BUDGET CONSIDERATIONS:
The following budget is based on receiving the local foundation funds described above, to support a one-year program in 2020. The funds needed to support the program in 2020 are shown, and a full budget for a three-year program will be provided to the Kansas Health Foundation as a new application to USDA is prepared.
## AGENDA REPORT
### Budget and Personnel Committee

<table>
<thead>
<tr>
<th>Revenues</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas Health Foundation</td>
<td>$1,745,000 (for three-year program) - will use estimated $618,000 for year 1</td>
</tr>
<tr>
<td>Hall Family Foundation</td>
<td>$100,000</td>
</tr>
<tr>
<td>Health Forward Foundation</td>
<td>$200,000</td>
</tr>
<tr>
<td>Marion and Henry Bloch Foundation</td>
<td>$50,000</td>
</tr>
<tr>
<td>Blue Cross Blue Shield of KC</td>
<td>$50,000</td>
</tr>
<tr>
<td>Other foundations, local governments</td>
<td>$25,000</td>
</tr>
<tr>
<td><strong>Total Revenues for 2020</strong></td>
<td><strong>$1,043,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MARC Salary, Fringe, Indirect, Rent</td>
<td>$116,629</td>
</tr>
<tr>
<td>MARC Travel</td>
<td>$2,000</td>
</tr>
<tr>
<td>Cultivate KC</td>
<td>$206,633 (including $101,685 in incentives at farmers markets)</td>
</tr>
<tr>
<td>Kansas State Extension</td>
<td>$200,000 (including $50,000 for incentives at farmers markets)</td>
</tr>
<tr>
<td>Univ. of KS Medical Ctr Research Institute</td>
<td>$131,400</td>
</tr>
<tr>
<td>Grocery incentives</td>
<td>$293,280</td>
</tr>
<tr>
<td>Postage and Printing</td>
<td>$93,058</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$1,043,000</strong></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**
Authorize the submission of grant applications and acceptance of funds if awarded, from the Kansas Health Foundation, the Health Forward Foundation, the Marion and Henry Bloch Foundation, Blue Cross Blue Shield of Kansas City, the Hall Family Foundation and other foundations as described above as well as authorize a subcontract with Cultivate KC for $206,633, Kansas State Extension for $200,000 and the University of Kansas Medical Center Research Institute for $131,400 to operate the Double Up Heartland Program for 2020.

**STAFF CONTACT:**
Donna Martin  
Marlene Nagel
ISSUE:
VOTE: Authorize a grant proposal to the Robert Wood Johnson Foundation for research and evaluation of the Managed Services Network

BACKGROUND:
Over the past two years, MARC has cultivated a close collaboration with the Quality and Value Innovation Consortium (QVIC), specifically regarding the Managed Services Network (MSN) initiative, which seeks to integrate a network of community services providers with emerging health care payment mechanisms.

A key to this work is demonstrating system effectiveness using rigorous methodology in implementation and expert evaluation. The QVIC team hosts a group of researchers at multiple institutions across the KC metro (PharmD, MDs, and PhDs), who focus on understanding how the MSN impacts cost and the quality of transitions out of the hospital for individuals with congestive heart failure.

The Robert Wood Johnson Foundation’s “Systems for Action: Systems and Services Research to Build a Culture of Health” is a signature research program that awards grants to fund research and evaluation of innovative alignments of service delivery and financing mechanisms, with a particular focus on health equity, in order to support social drivers of health. Successful applicants can complete their research over a three-year period.

This funding opportunity is exceptionally competitive, with an award rate to fewer than 4% of applicants. However, the grant call this year requires an “outside-in” approach (i.e., from community to health care), which fits well with the structure of the MSN and improves the prospects of the MARC and QVIC collaboration.

BUDGET CONSIDERATIONS:
Most of this funding would be passed through to support QVIC scientists and associated research protocol costs in developing a robust evaluation of the MSN.

<table>
<thead>
<tr>
<th>REVENUES (3-year total award)</th>
<th>Robert Wood Johnson Foundation Systems for Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Total $500,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>$50,000</td>
</tr>
<tr>
<td>Contractual</td>
<td>$25,000</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>$425,000</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>--</td>
</tr>
<tr>
<td>Total</td>
<td>$500,000</td>
</tr>
</tbody>
</table>

COMMITTEE ACTION:
On October 9, the Commission on Aging recommended that MARC submit a grant proposal to the Robert Wood Johnson Foundation Systems for Action program.
RECOMMENDATION:
Authorize submission of grant proposal to the Robert Wood Johnson Foundation for $500,000 to support research and evaluation of the MSN and authorize the acceptance and expenditure of funds, if awarded.

STAFF CONTACT:
James Stowe
Carol Gonzales
ISSUE:
VOTE: Authorization to submit the SFY 2020 Aging Area Plan Budget, Amendment #1

BACKGROUND:
Several times each year, MARC’s Department of Aging and Adult Services receives new allotment tables from the Missouri Division of Senior and Disability Services. These tables specify the best estimate for available state and federal funding for the state fiscal year. MARC periodically amends its budget based on the latest allotments.

The attached handout shows current revenues by source and budget by program based on the allotment table received in August. On October 3, MARC received a new allotment table, the third of the year, with additional funding not yet reflected in this amendment. As there currently is no federal budget or appropriations for FY 2020, we expect to receive more allotment tables throughout the course of this program year, which will end June 30, 2020.

BUDGET CONSIDERATIONS
The October allotment table reflects an additional $118,561 over the initial SFY 2020 funding information that was used to develop the original Area Plan Budget, which was submitted last May. This increase, although not yet fully committed under this amended budget, will be included in future amended budgets, contingent upon funds available under future allotment tables.

COMMITTEE ACTION
At its October meeting, the Commission on Aging reviewed the amendment and recommended that it be submitted to the state.

RECOMMENDATION
Authorize the Executive Director to submit a SFY 2020 Area Plan Budget amendment, based on the attached summary, to the Missouri Division of Senior and Disability Services.

STAFF CONTACT
James Stowe
Bob Hogan
**Aging Area Plan**

**All Funding Sources — Amended October 2019**

**SFY 2020 REVENUES BY SOURCE**

- Missouri Department of Senior and Disability Services Funds — $5,213,768
- In-Kind Match — $1,322,904
- Medicaid Funds — $884,750
- Project Income — $221,316
- Local Dues and Grants — $162,634
- Missouri Elderly and Handicapped Transportation Program (MEHTAP) — $123,515
- Other Income — $49,970
  
  *Includes Adopt-a-Senior donations, guest meals at nutrition sites, Silver-Haired Legislature sponsorships*

**TOTAL: $7,978,857**

**SFY 2020 BUDGET BY PROGRAM**

- Nutrition Programs — $5,138,702
  *Congregate and Home-Delivered Meals*
- Supportive Services — $1,594,752
  *Transportation, Information and Assistance, Legal, Personal Care, Advocacy, Case Management, Homemaker, Ombudsman*
- Family Caregiver Support — $595,635
  *Respite and Structured Respite, Case Management, Grandparents as Parents Counseling/Legal, Chronic Disease Self-Management, Personal Care, Legal Services*
- Administration — $533,936
- Special Projects — $50,557
- Disease Prevention — $65,275
  *Evidence-Based Programming: Stepping On, Chronic Disease Self-Management, HomeMeds*

**TOTAL: $7,978,857**
ISSUE: 
VOTE: Authorize an amendment to the Government-to-University (G2U) Letter Agreement with the Volcker Alliance for the Governmental Effectiveness Advanced Research (GEAR) Center Challenge

BACKGROUND: 
In March 2019, MARC launched the first Government-to-University (G2U) regional coalition in the country as a pilot site selected by the Volcker Alliance. The coalition is comprised of a broad representation of government leaders (local, state and federal) and university partners, with MARC serving as the lead agency. The G2U initiative exists to enhance university and government partnerships to accomplish three broad goals:

- recruit highly skilled graduates to careers in government
- foster talent and organizational development strategies to advance innovation and effectiveness in government
- leverage research opportunities to highlight effective service models

Last month, the U.S. General Services Administration and the Office of Management and Budget selected the G2U initiative as one of three grand prize winners of the Government Effectiveness Advanced Research (GEAR) Center Challenge. The Volcker Alliance received $300,000 to partner with Johns Hopkins University Centers for Civic Impact (Civic Impact) and the Kansas City G2U regional coalition (through MARC) to develop a training academy for 250 federal employees in the Kansas City region to gain the tools and skills to use data to inform decisions. The project will be replicated and scaled for other sectors (local and state employees), and in other regions.

The Volcker Alliance proposes an amendment to the G2U Letter Agreement executed in June 2019, to outline the roles and responsibilities for the GEAR Challenge Award. Civic Impact will customize its GovEx Academy’s existing training curriculum around data use for federal leaders and will have primary responsibility for coordinating and delivering the trainings. As the lead agency for G2U, MARC will provide on-the-ground guidance and support for the work, including working with federal partners to identify and recruit trainees.

BUDGET CONSIDERATIONS: 
MARC’s Executive Director David Warm executed a Letter Agreement with the Volcker Alliance in June 2019 for $25,000 to support start-up costs for the first 18 months of the G2U Regional Coalition. The proposed amendment to the Letter Agreement will provide an additional $40,000 to support staff time and meeting expenses related to the GEAR Center Challenge.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sources</td>
<td></td>
</tr>
<tr>
<td>The Volcker Alliance and GEAR Center Challenge Award</td>
<td>$65,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROJECTED EXPENSES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel (salaries, fringe, rent)</td>
<td>$56,971.63</td>
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<tr>
<td>Contractual</td>
<td>$0</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>$0</td>
</tr>
<tr>
<td>Other (travel, event meals, supplies)</td>
<td>$8,028.37</td>
</tr>
</tbody>
</table>
RECOMMENDATION: Authorize an amendment to the Government-to-University (G2U) Letter Agreement with the Volcker Alliance in the amount of $40,000 for a total of $65,000 to support the Kansas City G2U Regional Coalition and the Governmental Effectiveness Advanced Research (GEAR) Center Challenge.

STAFF CONTACT:
Lauren Palmer
Amanda Graor
ISSUE:
VOTE: Authorize an agreement with Surdex Corporation to conduct the 2020 aerial imagery project

BACKGROUND:
Since 2008, MARC has coordinated a regional purchase of ortho-rectified aerial imagery every two years. An orthophoto or orthoimage is an aerial photograph that has been geometrically corrected, such that the scale is uniform. Local governments benefit from the lower costs associated with a larger project, while MARC benefits from gaining access to the aerial imagery for its planning and other purposes. The project is undertaken by MARC, acting on behalf of KC MetroGIS, the region’s consortium of public Geographic Information System (GIS) professionals. The imagery is purchased, owned and shared by the participating local jurisdictions.

The area for imagery to be captured in early 2020 may include Johnson, Wyandotte, Miami and Leavenworth Counties in Kansas and Platte, Clay, Jackson and a portion of Ray and Cass County in Missouri.

To help develop common specifications and provide oversight to the vendor selection process, MARC assembled an Imagery Workgroup as a subgroup of KC MetroGIS. The members of the Imagery Workgroup included representatives from Clay, Jackson, Platte, Johnson, Leavenworth and Wyandotte Counties, as well as a representative from the Missouri Department of Natural Resources and the City of Kansas City.

A request for proposal (RFP) was prepared for two types of imagery, orthophotography and oblique. In the MARC region, orthophotography is typically acquired every other year through a joint project and oblique imagery is offered as an option with each jurisdiction entering their own agreement with vendors if chosen.

Each member of the workgroup was provided access to the digital submissions from four vendor responses and given a preformatted scoring sheet that followed the requirements of the RFP process. Members of the workgroup scored the responses to the RFP and scores were tabulated resulting in a close ranking shown here.

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Points Possible</th>
<th>Surdex</th>
<th>Sanborn</th>
<th>Kucera</th>
<th>Nearmap</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal Evaluation Score</td>
<td>84</td>
<td>76.0</td>
<td>74.0</td>
<td>69.1</td>
<td>29.3</td>
</tr>
</tbody>
</table>

Surdex, Sanborn and Kucera had the highest scores based on rankings related to quality of the proposal, product delivery, project management, experience, and other criteria. While Nearmap scored low on the response to the RFP, it was decided that the workgroup would still benefit from hearing what was different about their product and if we might consider an alternative approach in future imagery capture efforts. Vendors were brought in for presentations, interviewed and scored again by the workgroup. These results are shown in the table below.

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Points Possible</th>
<th>Surdex</th>
<th>Sanborn</th>
<th>Kucera</th>
<th>Nearmap</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interview Evaluation Score</td>
<td>16</td>
<td>14.5</td>
<td>14.1</td>
<td>12.5</td>
<td>7.4</td>
</tr>
</tbody>
</table>
A meeting of the entire workgroup was held, and members motioned to eliminate Nearmap. Subsequently, each workgroup member was asked to rank their vendor choice (of the three remaining) for orthophotography in order and the results are shown below. This produced Surdex as the top choice.

<table>
<thead>
<tr>
<th>Orthophotography Score</th>
<th>Surdex</th>
<th>Sanborn</th>
<th>Kucera</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>25</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

The final cost of the 2020 project will depend, in part, upon specifications for flight height and building lean, the total number of local governments deciding to participate, and whether any partners want add-on imagery. Based on the proposal and current estimates of final specifications and project participants, it is estimated the cost of the 2020 project will not exceed $247,500 for approximately 3,300 square miles of orthophotography. If any local governments decide to purchase add-on imagery products, MARC staff will return to seek an amendment to this approval.

**BUDGET CONSIDERATIONS:**
This project is funded entirely through a cost-sharing arrangement amongst local governments. MARC collects a 2% fee for managing the project and acting as its fiscal agent. The dollars associated with this project will be used to help meet the local match requirements for federal transportation planning grants.

**COMMITTEE ACTION:**
This project was approved by the Imagery Workgroup subcommittee of KC MetroGIS. The workgroup recommends approval of a contract with Surdex by the MARC Board of Directors.

**RECOMMENDATION:**
Authorize an agreement with Surdex Corporation to conduct the 2020 orthophotography acquisition, processing and delivery in an amount not to exceed $247,500.

**STAFF CONTACT:**
Frank Lenk
Jay Heerman
AGENDA REPORT

Budget and Personnel Committee

October 2019
Item No. 1-p
Healthy Environment

ISSUE:
VOTE: Overview of regional solid waste management strategies, and approve the FY2020 Memorandum of Understanding with the MARC Solid Waste Management District

BACKGROUND:
The MARC Solid Waste Management District receives grant funds from the Missouri Department of Natural Resources (MDNR) to support waste reduction and recycling efforts for Cass, Clay, Jackson, Platte and Ray counties and cities within those counties. The district conducts planning, administers grants to encourage waste reduction and recycling, and promotes various initiatives to area residents, including the Regional Household Hazardous Waste Program (HHW) and RecycleSpot.org. MARC provides administrative, organizational and planning support for district activities under an annual Memorandum of Understanding. The fiscal year begins January 1, 2020. Several new initiatives are underway regarding food waste, compost and recycling market development, and pharmaceuticals management.

BUDGET CONSIDERATIONS:
The MARC Solid Waste Management District will oversee a total of $890,836 for its district grant activities in 2020, including carryover funds, new grant dollars, and interest income. In addition, the district will coordinate and manage the Regional Household Hazardous Waste Program with projected revenues of $382,000 for 2020. The Memorandum of Understanding provides $572,203 in compensation to MARC for services provided to the district, using district new grant funds, carryover funds and interest income. The budget will support approximately 3.5 fulltime MARC staff members.

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Missouri Department of Natural Resources</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>$456,363</td>
</tr>
<tr>
<td>Contractual</td>
<td>$70,800</td>
</tr>
<tr>
<td>Pass-Through</td>
<td>$318,633</td>
</tr>
<tr>
<td>Other (supplies, printing, etc.)</td>
<td>$45,040</td>
</tr>
</tbody>
</table>

District Operations and Planning
MARC serves as the fiscal agent for the district’s grant, interest income funds, and HHW program funds. MARC will manage special projects as approved by the district’s executive board, such as regional education and solid waste planning, to utilize these funds. MARC also administers the district grant program and the HHW program.

District Grant Program
The district administers an annual grant program to encourage waste reduction and recycling. Below is a list of the pass-through grants that were awarded by the district’s executive board to local communities and organizations during its open grant call. The district may conduct a second grant call in 2020 to encumber unused grant funds held by MDNR. MARC will serve as the fiscal administrator for the awarded grants:
AGENDA REPORT

Budget and Personnel Committee

<table>
<thead>
<tr>
<th>FY20 Open Call Projects</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Williams</td>
<td>Waste Diversion Education and Implementation $49,000</td>
</tr>
<tr>
<td>Midwest Recycling Center</td>
<td>Optimization of Electronics Recycling Services $39,580</td>
</tr>
<tr>
<td>Rick Caplan</td>
<td>Environmental Education Curricula $10,013</td>
</tr>
<tr>
<td>Lincoln High School</td>
<td>Waste Reduction in Cafeterias $10,106</td>
</tr>
<tr>
<td>Bridging The Gap</td>
<td>Business Recycling and Waste Reduction $86,352</td>
</tr>
<tr>
<td>Product Stewardship Institute</td>
<td>Medicine Stewardship Strategy $39,873</td>
</tr>
<tr>
<td>Composting and Organics Association of Missouri</td>
<td>Compost Use Workshop $5,000</td>
</tr>
<tr>
<td>Hispanic Economic Development Corp.</td>
<td>Waste Reduction Initiative $7,842</td>
</tr>
<tr>
<td>KC Can Compost</td>
<td>Education and Marketing Campaign $35,614</td>
</tr>
<tr>
<td>ScrapsKC</td>
<td>Textile Waste Diversion $35,253</td>
</tr>
<tr>
<td><strong>Total Approved Open Call Grant Projects</strong></td>
<td><strong>$318,633</strong></td>
</tr>
</tbody>
</table>

Regional Household Hazardous Waste (HHW) Program
MARC will serve as the fiscal administrator for per capita fees collected from participating communities in the district’s Regional Household Hazardous Waste Program. The district’s executive board set the annual per capita fee at $1.07 for communities joining the 2019 program. Based on anticipated participation of 31 communities for 2020, MARC will accept and administer approximately $382,000 on behalf of the district to compensate the cities of Kansas City (approx. $367,000) and Lee’s Summit (approx. $15,000) for HHW services rendered at the close of 2020.

COMMITTEE ACTION:
The district’s executive board approved the FY20 MARC SWMD Work Plan & Budget and Memorandum of Understanding at its meeting on October 9, 2019.

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

STAFF CONTACT:
Lisa McDaniel
Tom Jacobs
ISSUE:
VOTE: Authorize a one-year contract extension with TransCore ITS Inc. for Operation Green Light regional traffic signal system software support

BACKGROUND:
Operation Green Light (OGL) is a MARC program that operates a regional traffic signal coordination program in partnership with local governments and the state departments of transportation in Kansas and Missouri. MARC staff currently assists in the management and operation of traffic signal timing for over 700 intersections in 26 jurisdictions throughout the region. The primary goal of this program is to coordinate traffic signal timing and operations to improve traffic flow, reduce fuel consumption and reduce emissions. As part of this work, OGL develops and implements traffic signal timing plans on all signalized intersections in the system and maintains and operates a wireless and fiber-optic communications network.

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

This is the third and final supplement of a multi-year contract. MARC has issued a request for proposals for a regional system software. Currently, a regional team of key agency personnel are evaluating the proposals, preparing for vendor interviews and setting up a system bench of the three proposed systems. A recommendation of award could be as early as November 2019.

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

RECOMMENDATION:
Authorize MARC to enter into a one-year contract extension with TransCore ITS Inc. for traffic signal system software support services for the Operation Green Light Program through October 31, 2020 with the extension amount not to exceed $80,000.

STAFF CONTACT:
Ron Achelpohl
Ray M. Webb
ISSUE:
VOTE: Approve the minutes of the September 24, 2019 meeting

BACKGROUND:
The minutes of the September 24, 2019 meeting are enclosed.

RECOMMENDATION:
Approve the minutes of the September 24, 2019 meeting.

STAFF CONTACT:
David Warm
Kerry Kudron
BUDGET AND PERSONNEL COMMITTEE
Meeting Summary
September 24, 2019
11:15 a.m.

COMMITTEE MEMBERS PRESENT
Commissioner Jimmy Odom, Cass County, Mo. - MARC Board 1st Vice Chair
Commissioner Harold Johnson Jr., Unified Government of Wyandotte County/Kansas City, Kan. - MARC Board 2nd Vice Chair
Mayor Carson Ross, Blue Springs, Mo., MARC Board Secretary
Mayor Carol Suter, Gladstone, Mo., MARC Immediate Past Board Chair
Commissioner Doug Smith, Leavenworth County, Kan.
Commissioner Bob King, Ray County, Mo.
Mayor Pro Tem Beto Lopez, Lee’s Summit, Mo.
Councilmember Curt Skoog, Overland Park, Kan.
Councilmember Marge Vogt, Olathe, Kan.

STAFF PRESENT
David Warm, Executive Director
Ron Achelpohl, Director of Transportation and Environment
Marlene Nagel, Director of Community Development
Jovanna Rohs, Director of Early Learning and Head Start
Carol Gonzales, Director of Finance and Administration
James Stowe, Director of Aging and Adult Services
Lauren Palmer, Program Director of Local Government Services
Barbara Hensley, Program Director of Public Affairs
Kerry Kudron, Executive Assistant

OTHERS PRESENT

CALL TO ORDER
Mayor Weir was unable to attend so Commissioner Odom led the meeting in her absence.
Commissioner Odom called the meeting to order at 11:17 am.

CORE CAPACITIES
VOTE: Approve agreements with Sarann Auto Leasing and Rental for the leasing of MARC agency vehicles

Mr. Warm, Executive Director of MARC, informed attendees that item 1g2 was added to the agenda and asked that they refer to the revised agenda that was provided to them.

Ms. Gonzales, Director of Finance at MARC, reported that MARC has six vehicles, including the vehicle that is used by Mr. Warm. These vehicles are used regularly by staff and have aged. MARC decided to investigate leasing options versus purchasing. A request for proposal (RFP) was sent to four local vendors. Sarann Auto Leasing submitted two proposals and Acme submitted a proposal. Sarann has leased government vehicles for many years and provided good references. A team of employees reviewed the proposals and chose Sarann based on better pricing and included basic maintenance.
MARC would like to consider more hybrid vehicles.

DISCUSSION: Mayor Ross asked if MARC has a vehicle charging station on-site and Ms. Gonzales reported that there were charging stations available in the parking garage. Details of the contract, including vehicle models, will be finalized at a later date. The leases have been included in the 2019 budget.
MOTION: Mayor Ross moved for approval and Mayor Suter seconded. The motion passed.

QUALITY EARLY LEARNING
REPORT: Briefing on the Mid-America Head Start Central Intake Transition
Ms. Rohs, Director of Early Learning and Head Start with MARC reported that Mid-America Head Start (MAHS) is changing how they operate their central intake services which includes primary eligibility determination. MAHS partnered with the Family Conservancy (TFC) for central intake services for 18 months and they have decided to end this role and recommended that it be handled by the grantee. Four new eligibility specialists will be joining MARC staff and a fifth will eventually be added, as well as a program assistant. MARC currently has an interim eligibility coordinator to lead the transition. An Oversite Committee has been created to bring together various partners and ensure that MAHS is being mindful of the length of time the application to placement process takes. The contract with TFC was $640,000 and by handling central intake in-house, MAHS anticipates saving about $88,000 that can be utilized in other ways.

DISCUSSION: Mayor Suter asked where the savings of $88,000 would come from. Ms. Rohs explained that this was partly due to overhead, fringe and direct cost calculations. The new staff members would not be paid less than previous staff and will be paid slightly more. Mr. Warm explained that due to this being a significant change in the way MAHS operates and the addition of several positions, MARC felt a responsibility to report on the change. Mayor Suter asked if this would be long-term and Ms. Rohs said that systems were being put into place to make this a long-term function.

VOTE: Approve ten contractual agreements for on-site support services for Head Start and Early Head Start classrooms
Ms. Rohs explained that when the Head Start delivery system was restructured, support services were put in place in order to support a variety of programs. MAHS contracts with nine individuals and one agency to provide support services to providers. A chart is provided in the packet, detailing the services provided, the rates and the total amounts for each contract. The grand total for services provided is not to exceed $429,940.
MOTION: Mayor Ross moved for approval and Mayor Suter seconded. The motion passed.

Ms. Rohs requested that items 1d and 1 e be presented and then voted on together.

VOTE: Authorize MARC’s Department of Early Learning to contract with the Family Conservancy (TFC) to provide support to the TFC’s Start Young program
Ms. Rohs reported that a tool called the Early Learning Program Profile had been developed to measure and support quality within classrooms. A key component of the tool is classroom observation using the classroom assessment scoring system. The Family Conservancy (TFC) has asked MAHS to contract with them to provide assessments for the Start Young program in Wyandotte County. Most of the funds go to contractors who do the assessments as well as grants that are awarded to child care programs based on results of the assessments. The amount of the agreement with TFC would not exceed $53,374.

VOTE: Authorize MARC’s Department of Early Learning to submit a grant application to the Ewing Marion Kauffman Foundation to support the regional early learning system
Ms. Rohs reported that systems work is the bulk of what is done around building a comprehensive early learning system within the region. One piece is measuring quality in center-based programs and family child care programs. A family child care profile has been developed and is ready for a pilot and there
are plans to expand implementation of the early learning program profile. Education pathways are being explored for individuals to begin in entry-level positions and gain credentials towards becoming classroom teaching assistants. Another piece of the early learning system is measuring readiness as children transition into kindergarten. Data must also be provided for sound decision making and planning. The Ewing Marion Kauffman grant application is for a total of $249,995.

DISCUSSION: Commissioner Johnson asked how long the process takes to get accredited as a classroom teaching assistant. Ms. Rohs responded that it takes 16 weeks.

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

VOTE: Approve an agreement with Constructive Playthings to complete three playground upgrades for two of Mid-America Head Start’s direct service providers

Ms. Rohs reported that in August, Liz Smith presented a report and request to the Budget and Personnel Committee for playground upgrades at two MAHS direct service provider locations. The original request was approved and MAHS has since determined that they have the financial capacity to upgrade an additional playground site at a Learn A Lot Academy in Kansas City. MAHS would like to amend the original request and add the third playground to receive upgrades. All work is to be completed by November 30, 2019. These funds are in the budget for 2019.

DISCUSSION: Mayor Suter asked if other Head Start facilities were already upgraded. Ms. Rohs explained that other facilities have been updated throughout the year and that Easter Seals Midwest had some playground upgrades completed as well. Commissioner Johnson asked if there were other items in the budget that were cut out. Ms. Rohs responded that contingency funds were originally put in place for any unanticipated needs. Mr. Warm shared with members that due to Ms. Rohs' work and leadership, there are some important advancements in early education in the Kansas City area. There is a new cooperative venture of six charter schools in the region who will use state money and work with partners to provide early education services to 100 additional children. The former YMCA program at 39th and Troost remained vacant for some time and will now provide services with the expansion of the St. Marks Center. This location will benefit hourly workers who work late and will remain open until midnight. This location will provide approximately 100 more child care slots.

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

SAFE AND SECURE COMMUNITIES

VOTE: Authorize a grant agreement with Kansas Highway Patrol’s State Homeland Security for Emergency Services work

Ms. Nagel, Director of Community Development at MARC asked to present items 1g, 1g2, 1h and 1i and then vote on all four items together.

In fiscal year 2012, MARC was still receiving Urban Area Security Initiative funding from the U.S. Department of Homeland Security. That was the last year MARC received this dedicated funding for larger urban areas. MARC then became eligible for funding through the State of Kansas and the State of Missouri. The next two items are for the annual grants the state departments offer, to support homeland security work. The Kansas Highway Patrol State Homeland Security grant totals $387,162. This funding will be used to help build a stronger regional system and support the work of local agencies. The funding from Kansas will purchase specialty equipment, provide planning work and technology systems.

VOTE: Authorize grant agreement with the Missouri Department of Public Safety/Office of Homeland Security for emergency services work

Ms. Nagel continued to report that in Missouri, funds are allocated through a general homeland security grant program. A portion is specifically allocated for law enforcement. The grant application is for a total of $728,256.82 to support planning work, mass fatality response, technology, training
and exercises and equipment. Law enforcement funds will support the Fusion Center, including training, conference-related travel and technology.

**VOTE:** Authorize a grant agreement with Missouri Department of Health and Senior Services for Emergency Services’ Health Care Coalition work

Ms. Nagel reported that MARC has previously received a grant from the Missouri Department of Health and Senior Services to support work with area hospitals around bioterrorism preparedness and response. A healthcare coalition has been created to include health departments, EMS agencies and emergency management to increase capacity to deal with larger events involving multiple casualties. A portion of the funds covers annual work and specific planning around highly infectious diseases. The funding from the two grants totals $405,763.25.

**VOTE:** Authorize an agreement with Johnson County Emergency Communications to support recordings of ambulance to hospital radio transmissions

Mid-America Regional Council Emergency Rescue Committee (MARCER) supports ambulances in the field by recording their calls to hospital emergency departments. The calls are used to evaluate performance and ways in which calls are handled. Johnson County Emergency Communications has traditionally hosted the recorder unit and paid the full cost. A year ago, they asked if MARCER would take on the annual maintenance for the recorder. Johnson County conducted negotiations with Voice Products and indicated that about $70,000 could be saved if MARCER committed to a five-year contract, paid up front. This will be paid out of MARCER annual dues.

**MOTION:** Commissioner Johnson moved for approval of items 1g, 1g2, 1h and 1i and Mayor Pro Tem Lopez seconded. The motion passed.

**THRIVING OLDER ADULTS**

**VOTE:** Authorize Aging and Adult Services to contract with the Department of Veteran’s Affairs for the Veteran’s Directed Care (VDC) program

Mr. Stowe, Director of Aging and Adult Services reported that MARC would like to enter into a new provider agreement with the Kansas City VA Medical Center. MARC’s role in the agreement is to provide community care management and options counseling for veterans who reside in the community but have a level of care in place that you would normally find in a skilled nursing facility. Most of these veterans have serious illnesses, don’t have 24/7 care providers and a spouse often compensates for that care. This program provides funding and resources and delivers excellent outcomes. MARC is advocating for a minimum enrollment of 30 veterans, which is viewed as a threshold for program viability. This is a bi-state initiative, serving those veterans who are otherwise uncompensated for the extreme caregiving that is required for them.

**DISCUSSION:** Commissioner Johnson referred to the anticipated enrollment of 50 veterans in relation to the 30 enrolled veterans that Mr. Stowe discussed and asked for clarification. Mr. Stowe explained that 30 enrolled veterans would be a minimum number for sustained program viability, but they are pushing for additional enrollments. 50 is an estimated, realistic number of potential enrollees. A social worker is being hired to handle this specific program as well.

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

**REPORT:** Briefing on rates and contract amount for Aging and Adult Services SFY 2020 consultant pharmacist provider

Mr. Stowe reported that item 1k will not require a vote and is a report only. The Aging and Adult Services Department operates the HomeMeds program, an in-home medication reconciliation program, that serves as an assessment of the medications that clients are on. About two thirds of clients generate an alert to a potential medication problem when the HomeMeds algorithm is applied. MARC was previously using a Texas-based consultant to review the alerts and provide feedback and wanted to transition to a local provider. There was an opportunity to engage with the UMKC School of Pharmacy. This partnership will provide strength, collateral and resources. The
UMKC School of Pharmacy will be the new consultant pharmacist used to review hundreds of cases of medication reconciliation.

VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
Approve the minutes of the August 27, 2019, meeting.
MOTION: Commissioner Johnson moved for approval and Mayor Suter seconded. The motion passed.

Other Business

Adjournment
Commissioner Odom adjourned the meeting at 11:47 a.m.

Mr. Warm encouraged members to stop at the Lewis and Clark Conference Room to film a short video clip, encouraging people to participate in the census. The clips will be distributed through MARC communications over the coming months and members will be provided with a copy for their own constituent outreach. Scripts and suggestions are available.

MINUTES APPROVED:

____________________________________
Eileen Weir, Chair

____________________________________
Date