



# Board of Directors BUDGET & PERSONNEL

Mid-America Regional Council • 600 Broadway, Suite 200 • Kansas City, Missouri 64105 • 816/474-4240

October 25, 2022  
10:45 a.m.

In-person attendees in MARC's Heartland Room with a remote option via Zoom

- Members of the public who wish to participate in this meeting: please email McKenzie Neds at [mned@marc.org](mailto:mned@marc.org) by 9:00 a.m. on Tuesday, October 25, 2022 for instructions to join the teleconference.

## AGENDA

### 1. Approve Contracts, Grants, and Other Major Expenditures

#### HEALTHY ENVIRONMENT

- a. VOTE: Approve the FY2023 Memorandum of Understanding with the MARC Solid Waste Management District

#### SAFE AND SECURE COMMUNITIES

- b. VOTE: Authorize an application to the Kansas Highway Patrol for Kansas State Homeland Security funding to support emergency services programs

#### EFFECTIVE LOCAL GOVERNMENT

- c. VOTE: Authorize renewal of a contract with Rita Parker for cooperative purchasing coordination services for the Kansas City Regional Purchasing Cooperative

#### THRIVING OLDER ADULTS AND COMMUNITIES

- d. VOTE: Authorize an amendment to the City of Independence's Community Center Services agreement to accommodate the purchase and installation of a new commercial dishwasher
- e. VOTE: Authorize submission of a home-delivered meal infrastructure spending plan to Missouri Department of Health and Senior Services
- f. VOTE: Authorize a network provider agreement amendment with Blue Cross and Blue Shield of Kansas City's Medicare Advantage plan to provide social health services

#### QUALITY EARLY LEARNING

- g. VOTE: Authorize three Request for Proposals to the Missouri Department of Elementary and Secondary Education Office of Early Childhood to administer Childcare Collaborative Networks
- h. VOTE: Approve contract extensions for Head Start and Early Head Start Support Services
- i. VOTE: Authorize purchase of Creative Curriculum from Teaching Strategies for MARC Head Start Programs

#### EFFICIENT TRANSPORTATION AND QUALITY PLACES

- j. VOTE: Authorize a contract extension with TransCore ITS Inc. for the Operation Green Light regional traffic signal system software development and support



# Board of Directors

## **BUDGET & PERSONNEL**

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2. VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)
  - a. Approve the Minutes of the September 27, 2022 Meeting
3. Other Business
4. Adjournment

# AGENDA REPORT

## Budget and Personnel Committee

October 2022  
Item No. 1a  
Healthy Environment

### ISSUE:

VOTE: Approve the FY2023 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. 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, 2023.

Several initiatives are underway regarding food waste, compost and recycling market development, illegal dumping, paint stewardship and pharmaceuticals management.

### BUDGET CONSIDERATIONS:

The MARC Solid Waste Management District will oversee a total of \$1,305,788 for its district grant activities in 2023, including carry-over 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 2023. The Memorandum of Understanding provides \$606,933 in compensation to MARC for services provided to the district, using district new grant funds. The budget will support approximately 3.5 full-time equivalent MARC staff. MARC local funds estimated at \$10,000 will be used for any fringe, indirect and mileage costs that exceed MDNR's FY23 reimbursement rates.

REVENUES	
Amount	\$1,305,788
Source	Missouri Department of Natural Resources
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$444,263
Contractual	\$99,500
Pass-Through	\$698,855
Other (supplies, printing, etc.)	\$63,170

### District Operations and Planning

MARC serves as the fiscal agent for the district's grant, interest income funds, and HHW program funds. To utilize these funds, MARC will manage special projects as approved by the district's executive board, such as regional education and solid waste planning. 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 2023 grant call. The district may

## AGENDA REPORT

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### Budget and Personnel Committee

conduct a second grant call in 2023 to encumber unused grant funds held by MDNR. MARC will serve as the fiscal administrator for the awarded grants:

<u>FY23 Open Call Projects</u>		<u>Amount</u>
Crush Glass	Glass Collection - Northland Expansion	\$45,700
Emerald Equestrian Center	Aerated Static Pile Composting System	\$49,213
Flourish Furnishings	Furnishing Homes with Hope	\$39,606
Ideal Industries	Recycling Center	\$36,855
Kansas City Zoo	On-Site Event Composting	\$5,800
KC Can Compost	Regional Expansion	\$40,907
Mid-America Regional Council	Internal Recycling & Composting Improvement Initiative	\$6,500
Midwest Recycling Center	EPS Foam Recycling Project	\$82,396
Missouri Recycling Association	Administrative and Conference Support	\$34,500
Northeast Kansas City Chamber of Commerce	Clean, Green, Activate - Reducing Alley Illegal Dumping	\$12,400
Product Stewardship Institute	Making Paint Stewardship a Reality for Missourians	\$44,796
Rick Caplan	INVESTT	\$16,530
Ripple Glass	Glass Collection Truck	\$136,945
ScrapsKC	School Supply Diversion System	\$83,617
Truman Heritage Habitat for Humanity	New Lee's Summit ReStore	\$63,090
Total Approved Open Call Grant Projects - First Round		\$698,855

#### 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 \$1.10 for communities joining the 2023 program. Based on anticipated participation of 33 communities for 2023, MARC will accept and administer approximately \$382,000 on behalf of the district to compensate the cities of Kansas City (approx. \$352,000) and Lee's Summit (approx. \$30,000) for HHW services rendered at the close of 2023.

## **AGENDA REPORT**

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### Budget and Personnel Committee

#### **COMMITTEE ACTION:**

The district's executive board approved the FY23 MARC Solid Waste Management District Work Plan and Budget and Memorandum of Understanding at its meeting on October 12, 2022.

#### **RELATED JURISDICTIONS:**

MARC Solid Waste Management District serves Cass, Clay, Jackson, Platte and Ray counties and cities within those counties.

#### **RECOMMENDATION:**

Authorize the executive director to sign the Memorandum of Understanding with the MARC Solid Waste Management District, accept and administer funds, disperse payments and provide local match as described above.

#### **STAFF CONTACT:**

Lisa McDaniel  
Tom Jacobs  
Ron Achelpohl

# AGENDA REPORT

## Budget and Personnel Committee

October 2022  
Item No. 1b  
Safe and Secure Communities

### ISSUE:

VOTE: Authorize an application to the Kansas Highway Patrol for Kansas State Homeland Security funding to support emergency services programs

### BACKGROUND:

MARC's Emergency Services programs help ensure the region's ability to prepare, respond and recover with coordinated plans and high-quality training, technology, and equipment. Since 2012, the Kansas City region has been eligible to apply to the Kansas Highway Patrol for a portion of its annual State Homeland Security Grant funding. Due to the unique threats that the nation faces, DHS/FEMA identified six priority areas with a minimum percentage of funds that each recipient is required to allocate as part of their application.

- 1) Enhancing the protection of soft targets/crowded places - 3 percent
- 2) Enhancing information and intelligence sharing and analysis - 3 percent
- 3) Combating domestic violent extremism - 3 percent
- 4) Enhancing cybersecurity - no minimum percentage at the national level; the state of KS requires a minimum of 18 percent
- 5) Enhancing community preparedness and resilience - 3 percent
- 6) Enhancing election security - no minimum percent

In addition, 30 percent must be allocated to Law Enforcement Terrorist Prevention Activities.

### BUDGET CONSIDERATIONS:

MARC's grant application to the Kansas Highway Patrol's State Homeland Security Grant program will provide \$464,820 of FY23 funds to support critical training; exercises; collaborative, strategic, and operational planning; community resilience programming; cybersecurity; a portion of KC Regional Fusion Center operations; essential equipment replacement; and sustainment for the Kansas side specialty teams (hazmat, tactical, explosive ordnance disposal and technical rescue).

Project	KS FY23
Regional Cybersecurity - state priority of 18% directed to cybersecurity	\$83,668
Preserving Multi-Discipline Regional Training Capacity	\$60,730
Community Resilience Capacity Building through Exercise and Training	\$78,795
Increasing Soft Target Preparedness through Exercises	\$34,750
Sustain Regional Technical Rescue Capability	\$10,000
Sustain Regional Hazmat Response Capability	\$17,586
Regional Operational Coordination Enhancement - IST Sustainment	\$7,055
Improving Multi-Jurisdiction Information Sharing Capability - WebEOC	\$23,479
Regional Fusion Center Sustainment - Combatting Domestic Violent Extremism (CDVE)	\$61,275
Sustaining Regional Law Enforcement Capabilities Through Training and Equipment Replacement	\$63,971
Management & Administration	\$23,241
TOTAL	\$464,820

## **AGENDA REPORT**

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### **Budget and Personnel Committee**

The application is prepared based on FY22 funding. The Notice of Funding Opportunity (NOFO) is not released until appropriations are made after the first of the year. The State of Kansas requires the project proposals to be submitted in October of each year. The application will be adjusted, as needed, once the NOFO is released.

#### **COMMITTEE ACTION:**

The Regional Homeland Security Coordinating Committee (RHSCC) reviewed and approved the application projects and amounts on Friday, October 7, 2022.

#### **RELATED JURISDICTIONS:**

The grant application is submitted on behalf of Leavenworth, Wyandotte, and Johnson Counties in Kansas.

#### **RECOMMENDATION:**

Authorize a grant application and acceptance of funds if awarded, in the amount of \$464,820, to the Kansas Highway Patrol for Kansas State Homeland Security Grant funding to support MARC's emergency services programs.

#### **STAFF CONTACT:**

Erin Lynch  
John Davis

# AGENDA REPORT

## Budget and Personnel Committee

October 2022  
Item No. 1c  
Effective Local Government

### ISSUE:

VOTE: Authorize renewal of a contract with Rita Parker for cooperative purchasing coordination services for the Kansas City Regional Purchasing Cooperative

### BACKGROUND:

The Kansas City Regional Purchasing Cooperative (KCRPC) provides three cooperative purchasing services. The first generates regional joint bids among MARC members for commodities such as ammunition and storm warning sirens. The second is an agreement approved in 2005 by the MARC Board with the Houston-Galveston Area Council of Governments (H-GACBuy). The agreement provides MARC members access to contracts awarded at manufacturer level and involves local dealers, when available, in the process. The third includes management of the contract database, buyer resources, outreach through newsletters, on-site workshops and webinars for local governments and providing procurement assistance to MARC staff as needed. KCRPC has helped local governments procure \$282.2 million in products and services using cooperatively bid contracts. These contracts have generated documented savings to local governments of \$18.5 million.

In 2020, staff issued a Request for Proposals (RFP) for professional services for KCRPC's cooperative purchasing coordination and selected Rita Parker through the procurement process. Ms. Parker has managed the KCRPC for 18 years and has been a Certified Professional Public Buyer (CPPB) for over 25 years. Ms. Parker has developed successful relationships with local government purchasing specialists, with vendors and with H-GACBuy representatives. The board is asked to authorize a contract with Ms. Parker in an amount not to exceed \$61,565.00. This provides 1300 hours of service over the course of the year for an hourly fee of \$43.50, a 3.6% increase from 2022. This contract also includes related program expenses such as travel, marketing, and professional memberships.

### BUDGET CONSIDERATIONS:

KCRPC charges a 1.5 percent administrative fee to cover program expenses which is included in the price of each successful vendor bid. KCRPC is expected to generate rebate revenues of over \$217,000 in 2022. This will result in sufficient funding to cover the contractual costs associated with the agreement and program overhead expenses.

REVENUES	
Amount	\$61,565
Source	Program Rebates
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent, indirect)	
Contractual	\$56,550
Pass-Through	-
Other (supplies, printing, etc.)	\$5,015

### RELATED JURISDICTIONS:

Seventy-seven different local agencies are using the local KCRPC contracts, and 159 different local governments have used the HGACBuy contracts.



## **AGENDA REPORT**

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### Budget and Personnel Committee

**RECOMMENDATION:**

Authorize a contract with Rita Parker in an amount not to exceed \$61,565.00, to provide cooperative purchasing services to local governments for the year of 2023.

**STAFF CONTACT:**

Lauren Palmer

**AGENDA REPORT**

**Budget and Personnel Committee**

October 2022

Item No. 1d

Thriving Older Adults and Communities

**ISSUE:**

VOTE: Authorize an amendment to the City of Independence’s Community Center Services agreement to accommodate the purchase and installation of a new commercial dishwasher

**BACKGROUND:**

The Palmer Center in the City of Independence is an existing service provider for community center services. Last state fiscal year, the Palmer Center submitted a response to a special request for proposal (RFP) to refresh kitchen equipment and was awarded a new commercial dishwasher. Due to supply chain delays, the equipment was only recently made available for purchase and installation.

This action will approve the new commercial dishwasher, primarily to serve the Palmer Center’s congregate meal program.

**BUDGET CONSIDERATIONS:**

The City of Independence’s contract covers a variety of services, including transportation to and from the center, home-delivered meals, and evidence-based programming, among others.

The total cost for the dishwasher is \$35,052.

**Title III C.1**

**COMMUNITY CENTER SERVICES:**

City of Independence, Palmer Center

**Total Value of Agreement.....not to exceed \$164,052**

**COMMITTEE ACTION:**

The MARC Commission on Aging recommended authorization to amend the City of Independence’s SFY 2023 agreement to accommodate the purchase and installation of a new commercial dishwasher.

**RELATED JURISDICTIONS:**

The City of Independence, MO.

**RECOMMENDATION:**

Authorize an amendment to the City of Independence’s SFY 2023 Community Center Services agreement to accommodate the purchase and installation of a new commercial dishwasher, not to exceed \$35,052.

**STAFF CONTACT:**

James Stowe

Bethany Reyna

## AGENDA REPORT

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### Budget and Personnel Committee

October 2022

Item No. 1e

Thriving Older Adults and Communities

#### **ISSUE:**

**VOTE:** Authorize submission of a home-delivered meal infrastructure spending plan to Missouri Department of Health and Senior Services

#### **BACKGROUND:**

Building upon the resounding success and decisive response of the Silver Plate frozen meals model that emerged during the COVID-19 pandemic, several Area Agencies on Aging under the Missouri Association of Area Agencies on Aging, including MARC, have proposed a collaborative project to establish enhanced frozen home-delivered meals infrastructure. The project was made possible by legislation that appropriated \$15.1 million statewide to the effort.

Each component of the proposal advances one of three key objectives: 1) expanding meal access to clients who have not previously benefited; 2) reducing the cost of nutrition programming; and 3) ensuring continuity of nutrition operations in the face of system threats and disruption.

The core feature of the statewide project is to solidify and expand the capacity of the Silver Plate production facility, operated by Senior Age in Springfield. Key space, facility, and equipment upgrades will ensure the Silver Plate facility can meet current and future demand while exceeding quality measures and reducing cost compared to any other commercially available frozen meal.

Responding to the new capacity at the Silver Plate production facility, three strategically located hubs are proposed in Lemay (Aging Ahead), Columbia/Jefferson City (Aging Best), and Kansas City (Mid-America Regional Council). In addition to those partners, Region X (Joplin) will enhance operations through the purchase of key equipment and facility upgrades, including additional frozen warehousing and transportation capacity.

Each of these actions will be intentionally coordinated to respond to disasters and need throughout the entire state, including every Area Agency on Aging. The production facility, hub, and extended system assets will be geographically disbursed and poised to respond to needs that may arise at a local, regional, or statewide level. The project team will closely collaborate with emergency preparedness professionals at the Department of Health and Senior Services, as well as regional mitigation and response bodies, to enhance efforts and planning.

When complete, this effort will ensure a robust system of production, distribution, storage, and fulfillment of meals to clients' homes across the State of Missouri. This system will be resilient in the face of disaster or emergency that disrupts production or distribution in any one region. The collaboration will have the ability to meet ongoing and new needs for increased meal capacity in the future.

Working through the Missouri Association of Area Agencies on Aging, the collaborative partners will fund a contract position who will coordinate project management and oversee

cooperative purchasing opportunities that will be available to any interested AAA. This role will also manage bulk buys directly from manufacturers, navigate supply chain challenges, and ensure the project’s key objectives are advancing at an acceptable pace. Exercising significant collective purchasing power will reduce costs and project timelines.

MARC is in preliminary stages of planning and potential facility site review. Initial estimates to purchase, renovate, and upfit a facility for a meal repackaging hub is \$2,500,000.

Moreover, upgrades in refrigeration and meal component cooling are needed at six partner centers who are strategically located in MARC’s planning and service area (KC Shepherd’s Center, Guadalupe Centers, City of Independence [Palmer Center], City of Blue Springs [Vesper Hall], and Palestine Senior Activity Center). MARC would install mobile freezer pods (\$12,000 per unit), walk-in dairy/produce coolers (\$35,000 per site), and contingency generators with auto-testing cycling (\$30,000 per site) at each site.

Further actions will be presented to the Board as they materialize under this initial plan.

**BUDGET CONSIDERATIONS:**

REVENUES (Missouri Department of Health and Senior Services)	
Source	State of Missouri, Capital Investment funds Missouri Department of Health and Senior Services
<b>Total</b>	<b>\$2,962,000</b>
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	-
Contractual	\$1,000,000
Pass-Through	
Other (supplies, printing, etc.)	\$1,962,000
<b>Total</b>	<b>\$2,962,000</b>

**COMMITTEE ACTION:**

The MARC Commission on Aging recommended approval of the home-delivered meal infrastructure spending plan to Missouri Department of Health and Senior Services.

**RELATED JURISDICTIONS:**

Individuals served by this facility reside throughout the MARC region.

**RECOMMENDATION:**

Authorize submission of a home-delivered meal infrastructure spending plan to Missouri Department of Health and Senior Services, not to exceed \$2,962,000.

**STAFF CONTACT:**

Bethany Reyna  
James Stowe

## AGENDA REPORT

### Budget and Personnel Committee

October 2022

Item No. 1f

Thriving Older Adults and Communities

**ISSUE:**

VOTE: Authorize a network provider agreement amendment with Blue Cross and Blue Shield of Kansas City’s Medicare Advantage plan to provide social health services

**BACKGROUND:**

MARC’s Community Care Hub is the Mid-America Community Support Network (CSN). The CSN helps to align the social and health care sectors by allowing coordinated, whole-person social service delivery through a variety of community-based organizations (CBOs). MARC earns revenue through fee-for-service, case rates, or other reimbursement avenues, and passes those revenues to member CBOs to sustain the model.

BlueKC is amending their current network provider agreement with MARC’s CSN for their growing Medicare Advantage plan. In the renewal process, BlueKC will honor several small rate increases, expand the array of social health services covered by the agreement, and expand the benefits to plan members who reside in Jackson County.

To facilitate billing through a claims process, MARC will contract with a revenue cycle management (RCM) firm, Enable Healthcare, Inc., which charges a per-claim fee or minimum monthly rate for any month in which services are provided.

**BUDGET CONSIDERATIONS:**

Due to a gradual implementation in 2022, plus a swiftly growing membership under the plan, the following are estimates only. The enclosed rate schedule displays individual service codes and associated rates.

REVENUES	
Source	BlueKC Medicare Advantage Special Supplementary Benefits for the Chronically Ill (SSBCI)
<b>Total</b>	<b>\$75,000</b>
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$5,000
Contractual	\$60,000
Pass-Through	
Other (supplies, printing, etc.)	
<b>Total</b>	<b>\$65,000</b>

**COMMITTEE ACTION:**

The MARC Commission on Aging recommended authorization of a network provider agreement amendment with Blue Cross and Blue Shield of Kansas City’s Medicare Advantage plan to provide social health services.

## **AGENDA REPORT**

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### **Budget and Personnel Committee**

#### **RELATED JURISDICTIONS:**

Members under this health plan primarily reside in Johnson and Wyandotte Counties on the Kansas side, and Jackson County on the Missouri side.

#### **EXHIBITS:**

A schedule of offered services, associated billing codes, and negotiated rates is attached.

#### **RECOMMENDATION:**

Authorize a network provider agreement amendment with Blue Cross and Blue Shield of Kansas City's Medicare Advantage plan to provide social health services.

#### **STAFF CONTACT:**

Tane Lewis  
Melody Elston  
James Stowe

# AGENDA REPORT

## Budget and Personnel Committee

### SCHEDULE 3(A)

### RATE

### SCHEDULES

Service	Description	CPT	Rate
Nutritional Engagement.	6-week Health Promotion Course	S9452	\$400 per course
	6-week Health Promotion Course with Cooking Demonstration	S9445	\$450 per course
	Grocery Incentive-upon completion of Health Promotion Course See Schedule 2(D)	S9977	Pass through of actual cost up to \$50 per benefit
Chronic Care Meal Program	One Meal Delivery See Schedule 2(D)	S5170	\$7.15 per meal
Transition of Care following Admission to Hospital	Post-Discharge Assessment and Care Plan	S5109 V1	\$97.00 per single session
	All-inclusive (care management, HomeMeds, and health promotion course)	S5109 V2	\$611 per one calendar month session
Social Enrichment	Social Club Program	S9986	\$225 per enrollment

# AGENDA REPORT

## Budget and Personnel Committee

October 2022  
Item No. 1g  
Quality Early Learning

### ISSUE:

VOTE: Authorize three Request for Proposals to the Missouri Department of Elementary and Secondary Education Office of Early Childhood to administer Childcare Collaborative Networks

### BACKGROUND:

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

The Missouri Department of Elementary and Secondary Education (DESE) Office of Early Childhood has issued three Request for Proposals (RFP) that will replace the existing Educare program that MARC has been administrating since 2018. The three RFPs will create new collaborative networks to provide onsite coaching support, intensive cohort trainings, and best practice trainings to support home based/family childcare providers, infant/toddler teachers and preschool teachers. The geographical area covered by the three RFP's is the Office of Early Childhood Northwest Region comprised of: Andrew, Atchison, Bates, Buchanan, Cass, Clay, Clinton, DeKalb, Gentry, Holt, Jackson, Nodaway, Platte, Vernon, and Worth counties in Missouri. The RFP amounts for the Northwest Region are not to exceed the following amounts:

Home Based Childcare Collaborative Network:	\$482,500
Infant Toddler Childcare Collaborative Network:	\$833,000
Preschool Childcare Collaborative Network:	\$1,750,000

If awarded, each one-year contract is renewable for up to four additional years. MARC intends to sub-contract with the Local Investment Commission, The Family Conservancy, the St. Joseph Youth Alliance, and Start at Zero to support implementation of targeted services outlined in the three contracts.

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

### BUDGET CONSIDERATIONS:

Funding from this contract was included in the 2023 budget.

REVENUES	
Amount	\$3,065,000
Source	Missouri Department of Elementary and Secondary Education
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	\$580,000
Contractual	\$2,335,000
Pass-Through	\$ 0
Other (supplies, printing, etc.)	\$150,000



## **AGENDA REPORT**

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### **Budget and Personnel Committee**

#### **RELATED JURISDICTIONS:**

The following Missouri counties are affected by this item: Andrew, Atchison, Bates, Buchanan, Cass, Clay, Clinton, DeKalb, Gentry, Holt, Jackson, Nodaway, Platte, Vernon, and Worth.

#### **RECOMMENDATION:**

Authorize MARC to submit three RFPs to the Missouri Department of Elementary and Secondary Education to administer Childcare Collaborative Networks in an amount not to exceed \$3,065,000 and authorize the executive director to accept funds if awarded.

#### **STAFF CONTACT:**

Jovanna Rohs  
Kyle Matchell

## AGENDA REPORT

### Budget and Personnel Committee

October 2022  
Item No. 1h  
Quality Early Learning

**ISSUE:**

VOTE: Approve Contract Extensions for Head Start and Early Head Start Support Services

**BACKGROUND:**

As part of its new grant structure beginning in the fall of 2018, MARC Head Start has been supporting Head Start and Early Head Start programs through contracts with individuals/agencies who provide a variety of support services for fourteen Tier 1 and Tier 2 programs serving a total of 846 children. Each contractor/agency was selected through an individual Request for Qualifications process conducted in Spring 2018. MARC Head Start is requesting to extend these contracts for another 12 months from November 1, 2022 through October 31, 2023.

Contracted services include education coaching services for Head Start and Early Head Start classrooms, mental health services for classrooms and therapeutic services for children and families, early intervention services for children with special needs and diagnosed disabilities, and translation and interpretive services.

The attached chart indicates the name of the individual or agency, the type of service to be provided, the hourly rate of service, total hours for the total 12-month period and the total dollar amount not to be exceeded for each contract. The grand total amount of these 12-month contracts are not to exceed \$387,840.00.

**BUDGET CONSIDERATIONS:**

REVENUES	
Amount	\$27,886,444.00
Source	Administration for Children and Families
PROJECTED EXPENSES	
Contractual	\$332,840.00

**RELATED JURISDICTIONS:**

Clay, Platte, and Jackson Counties in Missouri are impacted by this item.

**RECOMMENDATION:**

Approve individual and agency contracts for on-site support services at Mid-America Head Start programs, as outlined in the attachment, from November 1, 2022 through October 31, 2023 for a total amount not to exceed \$332,840.00.

**STAFF CONTACT:**

Jovanna Rohs  
Steven Lewis

### Detail of On-Site Contracted Support Services for Head Start and Early Head Start Programs 2022-2023

**Education/coaching contractors:** these individuals provide weekly coaching and training for no more than 10 classroom teaching teams each and will ensure the Head Start program's compliance with the terms of its contract for education services.

	Hourly rate	Total hours	Total mileage	12-month total
Ann Camey	\$45.00	1,152	n/a	\$51,840.00

**Mental Health Consultants:** individuals / agencies with licensed mental health professionals who provide on-site mental health support for teaching staff in Tier 1 and 2 programs as well as individual therapeutic mental health services for all children and families.

	Hourly rate	Total hours	Total mileage	12-month total
The Family Conservancy	\$100.00	940	n/a	\$94,000.00
Amy Thompson	\$100.00	780	n/a	\$78,000.00

**Early Intervention Contractor:** this individual provides support services for children with suspected or diagnosed disabilities that includes on site observation and support for teachers and parents along with referrals and support in the implementation of Individualized Education Plans and Individualized Family Service plans.

	Hourly rate	Total hours	Total mileage	12-month total
Karen Osborn	\$45.00	1200	n/a	\$54,000.00

**Translation and Interpretive Services Contractor:** this contract supports primarily telephonic translation for a wide variety of languages, supports the central intake and application process, and provides onsite interpretation services when needed.

	Hourly rate	Total hours	Total mileage	12-month total
Propio	Varies	n/a	n/a	\$55,000.00

## AGENDA REPORT

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### Budget and Personnel Committee

October 2022  
Item No. 1i  
Quality Early Learning

**ISSUE:**

VOTE: Authorize the purchase of Creative Curriculum from Teaching Strategies for MARC Head Start programs

**BACKGROUND:**

Creative Curriculum is aligned with the Head Start Early Learning Outcomes Framework, and meets all Head Start Program Performance Standards for early childhood curriculum. Creative Curriculum is also one of the curriculum models approved by the Missouri Department of Elementary and Secondary Education.

**BUDGET CONSIDERATIONS:**

Teaching Strategies, Inc. develops and publishes The Creative Curriculum for Infants, Toddlers and Twos and The Creative Curriculum for Preschool and is the sole source for both. Three of our direct service providers, Independence School District, Operation Breakthrough and EarlystART have requested the new curriculum.

REVENUES	
Amount	\$91,000
Source	Administration for Children and Families HS/EHS Grant
PROJECTED EXPENSES	
Personnel (salaries, fringe, rent)	
Contractual	
Pass-Through	
Other (supplies, printing, etc.)	\$91,000

**RELATED JURISDICTIONS:**

Head Start providers in the City of Independence and Kansas City will be affected by this item.

**RECOMMENDATION:**

Authorize MARC Head Start to purchase the curriculum for a total cost not to exceed \$91,000.

**STAFF CONTACT:**

Steven Lewis  
Jovanna Rohs

## AGENDA REPORT

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### Budget and Personnel Committee

October 2022

Item No. 1j

Efficient Transportation and Quality Places

#### **ISSUE:**

**VOTE:** Authorize a contract extension with TransCore ITS Inc. for the Operation Green Light regional traffic signal system software development and support

#### **BACKGROUND:**

Operation Green Light (OGL) is an initiative to coordinate regional traffic signal operations in partnership with area local governments and state departments of transportation. MARC staff currently assists in the management and operation of traffic signal timing for over 750 intersections in 27 jurisdictions in both Kansas and Missouri. The goal of this program is to improve traffic flow and reduce delay, fuel consumption and tailpipe emissions through coordinated traffic signal timing and operations. As part of this work, OGL develops and implements traffic signal timing plans on all signalized intersections in the system with the traffic signal software system and maintains and operates a communications network.

TransCore provides the TransSuite advanced traffic management system software used to remotely manage and monitor these traffic signals. This work will include software enhancements requested by the OGL partner agencies, ongoing technical support for the software and servers on which it runs, fixes and other additional features and functionality through regular software updates. The region shares the system software as opposed to each agency owning their own system, thus reducing the cost of signal operations.

This is the first supplement of a multi-year contract. The region will develop enhanced system software that will provide better network security and system improvements.

#### **BUDGET CONSIDERATIONS:**

This contract will be funded through the Federal Surface Transportation Block Grant (STBG)/ Congestion Mitigation and Air Quality Improvement (CMAQ) program administered by the Kansas and Missouri Departments of Transportation. Partner agencies provide the matching funds.

#### **RECOMMENDATION:**

Authorize 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, 2023, in an amount not to exceed \$300,000.

#### **RELATED JURISDICTIONS:**

This item affects the entire Kansas City metropolitan region.

#### **STAFF CONTACT:**

Ron Achelpohl  
Ray M. Webb



BUDGET AND PERSONNEL COMMITTEE  
Meeting Summary  
September 27, 2022  
10:45 a.m.

COMMITTEE MEMBERS PRESENT

Commissioner Janeé Hanzlick, Johnson County, Kan. - MARC Board 2<sup>nd</sup> Vice Chair  
Mayor Pro Tem Beto Lopez, Lee's Summit, Mo. - MARC Board Treasurer  
Mayor Curt Skoog, Overland Park, Kan.  
Mayor Damien Boley, City of Smithville, Mo.  
Commissioner Becky Fast, Johnson County, Kan.  
Commission Chairman Doug Smith, Leavenworth County, Kan.  
Councilmember Daniel Hobart, Independence, Mo.

STAFF PRESENT

David Warm, Executive Director  
Lauren Palmer, Director of Local Government Services  
Steven Lewis, Head Start Program Director  
Ron Achelpohl, Director of Transportation and Environment  
Tom Jacobs, Environmental Programs Director  
Martin Rivarola, Asst. Director of Transportation and Land Use Planning  
Marlene Nagel, Director of Community Development  
James Stowe, Director of Aging and Adult Services  
Eric Winebrenner, Public Safety Program Director  
Erin Lynch, Emergency Services/ Homeland Security Program Director  
Kristin Johnson-Waggoner, Public Affairs Program Director  
Catherine Couch, Public Affairs Coordinator  
Nordia Epps, Media Planning and Buying Coordinator  
Amiee Wenson, Local Government Services Program Manager  
Katie Killen, Housing Program Manager  
Katy Crow, Accountant  
Quinn Cole, Accounting Intern  
Joanne Bussinger, Grant Manager  
John Hwang, Network Administrator II  
Kerry Kudron, HR Coordinator

OTHERS

CALL TO ORDER

Mayor Pro Tem Beto Lopez called the meeting to order at 10:46 a.m.

Due to the meeting being conducted remotely, Mayor Pro Tem Lopez provided instructions for participation. He reported that staff would present on all the agenda items, provide an opportunity for comments and questions after each item, and ask for approval of all agenda items with one vote at the end of the meeting. Members would have an opportunity to abstain or object to any items necessary during the final vote.

## *Approve Contracts, Grants, and Other Major Expenditures*

### EFFECTIVE LOCAL GOVERNMENT

#### VOTE: Authorize provision of fiscal management services for the 2022 NLC City Summit

Ms. Lauren Palmer, Director of Local Government Services shared that Kansas City will be hosting the National League of Cities (NLC) Summit this year. As part of the host responsibilities, sponsorships must be generated in order to cover the costs related to the event. MARC has been asked to help support in this role as the fiscal agent. MARC anticipates that about \$750,000 will be raised and administered through the Community Services Corporation (CSC) Committee as a pass-through. There is no direct fiscal impact associated with this action. MARC is contributing support services in-kind as an exchange for being recognized as a sponsor.

Commissioner Janeé Hanzlick asked for clarification on what sort of impact this will have on MARC's financial staff. Ms. Palmer stated that the amount of additional work is well within MARC's capacity due to event management and fiscal software. Even though the dollar value is high, the number of transactions is relatively small.

Mayor Pro-Tem Lopez asked about what communities are engaged in the NLC Summit at this time. Ms. Palmer stated that she could provide a full list to the board at a later time and that several more cities have signed on. A few smaller cities are working together to pay for sponsorships as well.

### EFFICIENT TRANSPORTATION AND QUALITY PLACES

#### VOTE: Approve the 2023 Planning Sustainable Places funding recommendations

Mr. Ron Achelpohl, Director of Transportation and Environment stated that MARC would like to request authorization for the receipt of funds for the Planning Sustainable Places program. A process has been conducted of reviewing applications and making recommendations for project funding through this program during fiscal year 2023. MARC will receive funding from the States of Kansas and Missouri through the Surface Transportation Block Grant program. The majority of these funds have been routed to consulting contracts to support the studies and \$140,000 will be retained for staff expenses to manage the program. MARC would like to approve the agreements with MoDOT, KDOT and receive the funds for the consultant and staff expenses.

#### VOTE: Approve Federal Transit Administration Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program funding recommendations

Mr. Achelpohl stated that the Total Transportation Policy Committee met last week and approved the project list for both the PSP program and the Section 5310 program. MARC helps administer these funds with the Kansas City Area Transportation Authority and retains a small portion to cover expenses.

Commissioner Janeé Hanzlick echoed that these two items were discussed thoroughly in the TTPC Committee meeting last week.

#### VOTE: Authorize a contract with a consulting firm to conduct a feasibility study to evaluate potential new green infrastructure finance tools

Mr. Tom Jacobs, Environmental Programs Director, shared that the following items come from the Climate Action Plan and the Regional Green Infrastructure Framework. MARC issued a request for proposals in August and a committee composed of local stakeholders conducted interviews with four firms. The committee chose to execute a contract with Re: Focus Partners. The \$75,000 in funding will come from the EPA Wetland Development grant.

#### VOTE: Authorize an agreement with seven local government partners to administer and facilitate phase two of the Little Blue River Watershed Feasibility Study with the U.S. Army Corp of Engineers

Mr. Jacobs explained that the study was started last year and phase one was conducted with eight participating communities. They have been working together to define operating agreements and a financing formula. Belton withdrew their participation, leaving seven local governments at this time. MARC expects to have agreements and invoices sent out soon prior to launching the study. This is a \$3 million

study over the course of three years.

Mayor Pro-Tem Lopez asked for some highlights from the plan. Mr. Jacobs stated that the study was started due to risks to federal infrastructure, including sedimentation and erosion. The study examined what the process would look like to address these issues. A second authorization was acquired to determine steps for ecosystem restoration.

Commissioner Becky Fast asked for clarification on what Green Infrastructure finance tools are and how MARC is involved in that. Mr. Jacobs stated that MARC is involved and had success at a project level. There is an opportunity to scale up this work and have an impact on the landscape. Mr. Jacobs described the barriers that have been identified and how to develop projects that are actionable. On the finance side, there are a variety of new tools available, including finance and funding opportunities.

#### HEALTHY ENVIRONMENT

VOTE: Authorize an agreement with local government partners and the American Public Works Association, and the acceptance of funds, to update regional stormwater management standards

Mr. Jacobs stated that the last regional update to regional stormwater engineering standards was in 2005. MARC and the American Public Works Association (APWA) put together a Manual of Best Management Practices to protect water quality. There is now a new generation of ideas and technology, data and models, as well as new ideas related to sustainability and resilience. Last October, a Sustainable Stormwater Task Force was developed. The project has a budget of about \$790,000. MARC would facilitate and manage the process, including managing the procurement process for consulting services.

#### THRIVING OLDER ADULTS AND COMMUNITIES

VOTE: Authorize MARC to contract with selected aging assessors

Mr. James Stowe, Director of Aging and Adult Services shared that MARC would like to execute contracts with selected professionals that are trained by MARC, prior to going into the community to conduct assessments or case management. These contracts are initially written for \$25,000 a year and increase based on the volume of work conducted. There is a set of four staff members in the Aging Department who oversee and manage their activities. MARC would like approval to contract with six individuals for this work.

VOTE: Authorize a renewal contract to provide direct services for Missouri Adult Protective Services clients

Mr. Stowe share the Missouri Department of Health and Senior Services has COVID relief funding that they are funneling into services for victims of abuse, neglect, and exploitation. MARC has already been providing services for this contract for the last few months and this will be a renewal. MARC expects to earn approximately \$159,000.

VOTE: Authorize a renewal provider agreement with the U.S. Department of Veteran's Affairs for the Veteran's Directed Care program

Mr. Stowe shared that MARC operates the Veteran Directed Care Program and it is ready for renewal. This allows Veterans to direct their own care and they receive an allocation from the federal government each month, depending on their level of function. This is a routine renewal. Individuals have received over \$5 million to date in federal funding. MARC serves as options counselors for the Veterans utilizing community resources. There has been rapid interest and growth with the program and enrollments are expected to increase.

Commissioner Becky Fast asked who MARC contracts with to do the work. Mr. Stowe stated that MARC contracts the Aging Assessors who were previously discussed in an earlier agenda item, who go into homes to conduct their care planning. MARC also contracts with the Area Agency on Aging for financial management services.

Mr. David Warm, Director stated that some of the funding is used to support family members who serve as care providers to the Veterans, as well as community care givers who provide services within the home vs. having to go to a VA facility. This allows Veterans to stay in their homes and choose their resources with assistance and support. This program serves veterans on both sides of the state line. Mr. Stowe shared that users are very satisfied with this model of care and the program currently has a 98% satisfaction rate.



Commissioner Hanzlick asked if there was any evidence of cost savings and the outcomes for the Veterans. Mr. Stowe stated that the savings is seen at a federal level. This is a collaboration with the U.S. Department of Veteran's Affairs. Locally, they are seeing savings in the realm of about 40 %. That is based on a reduction of utilization of skilled nursing facilities, primary care and hospital visits. The program offers a wide array of allowable expenses that the dollars can be used for, including the purchase of medical equipment, the purchase of vehicle modifications, and an emergency savings option if they come in under budget.

VOTE: Authorize Request for Proposals for respite services for qualified in-home service providers

Mr. Stowe stated that MARC is trying to fill a gap in services with respite care. This is in line with the previous agenda item, related to individuals in the community who need to remain at home and receive care. Their caregivers handle difficult work and respite care is a way to provide them with the ability to take a break, handle their own personal errands, and step away from their caregiving role. Respite care workers co-develop a plan with the caregiver in order to attend to the care recipient as needed. This service has not previously been incorporated into our work, largely due to lack of agency capacity. Now with a new Family Caregiver Coordinator on board, this is an area of focus that she would like to move forward. MARC expects to spend about \$150,000 in respite contracts.

Mayor Pro-Tem Lopez asked how the contracts would be funded. Mr. Stowe explained that this service line would be funded through a National Family Caregiver Support Program grant of federal dollars.

VOTE: Authorize an amendment to Jewish Family Services' agreement to accommodate new participant screening and recruitment activities

Mr. Stowe stated that Jewish Family Services (JFS) has expanded their role to do screening and referrals for wraparound social services for individuals post-hospital discharge. Each heart failure patient from University Health and St. Luke's Health System are screened for continuing services. If they meet the criteria, they will be referred into the system. It was found that the system was not successful using nurses to conduct the screenings and referrals due to working over capacity. By putting Jewish Family Services into the hospitals to conduct the screenings, they were able to lift that burden and make the connection to community assistance. They spend a few hours each week with hospital staff and the total cost comes out to \$38,134.

QUALITY EARLY LEARNING

VOTE: Accept a proposal from BG Consultants to replace a retaining wall at the Thomas Roque Early Education Center building

Mr. Steven Lewis, Head Start Program Director stated that MARC owns the Thomas Roque Early Education Center building and the retaining wall is currently leaning. In 2019, a comprehensive facilities assessment was conducted and provided a schematic of items that would need to be repaired. Federal money from the budget has been obtained to cover the costs.

VOTE: Approve a contract for classroom technology upgrades and a contract to expand outdoor play activities at two Head Start facilities

Mr. Lewis shared that technology upgrades were needed, especially with more virtual opportunities. This includes the cost for new laptops and a new server for a Head Start provider, Operation Breakthrough. The second request is to build a new playground within the Raytown School District at Three Trails.

SAFE AND SECURE COMMUNITIES

VOTE: Authorize a grant application to the Missouri Emergency Response Commission to support the Missouri Region A Urban Local Emergency Planning District

Ms. Erin Lynch, Emergency Services/ Homeland Security Program Director shared that the funding is coming from the State of Missouri and supports the five-county areas for planning, training and exercises. MARC provides the planning, training and exercises with that money. The funding sources are from facilities that are required to report their chemicals on site. A portion goes to the state and part of that comes back to our region, in order to increase readiness. Later, on the agenda, there will be a very similar item that will allow us to conduct similar work in Kansas.

VOTE: Authorize an application and acceptance of a Health Forward Foundation grant to support local public health departments with communications planning and other cooperative projects around opioid use

Ms. Marlene Nagel, Director of Community Development shared that MARC provides support to Public Health Directors and their departments. They convene on a regular basis, share information, and work together. They have identified issues that may have a broad impact on their own communities and the region. The opioid problem is one of those recent issues. MARC is preparing for the availability of opioid settlement dollars coming from the federal government. The timeframe is uncertain as well as the actual amount.

The healthcare directors thought it would be advantageous for them to prepare initial planning that will help them serve their local communities. Four areas were identified that they would like to work together on. These include public education and outreach with key messages targeting certain groups. The purchase of Narcan kits that would be distributed to schools, fire stations, libraries so that if needed, they could be quickly deployed to save a life. There is an opportunity for cooperative purchasing to get an adequate supply at a competitive price. The third is creating better awareness of treatment resources in the community and determine where there may be gaps that need to be filled around behavioral health and substance abuse treatment. The fourth is having good data to help make sound decisions in the use of funds. This includes setting up a system to retrieve data from hospitals, EMS agencies and the state. Wastewater treatment testing is a new approach to collect info as well.

Public Health Directors formed a 501c3 called MOHAKCA years ago. They have some modest resources available to them and they would match the Health Forward Foundation dollars to demonstrate support.

Commissioner Hanzlick confirmed that the funds are only anticipated to come at this time.

Mr. Warm explained that this report was consistent with MARC's grant writing process and that if there is a significant amount anticipated, they seek board authorization to pursue and accept the funds if awarded.

VOTE: Approve maintenance contracts with Graybar for three 911 communications tower Sites

Mr. Eric Winebrenner, Public Safety Program Director stated that MARC would like to contract with Graybar to conduct maintenance work on three communication tower sites. Graybar will install an uninterruptable power supply at the Bonner Springs and Tonganoxie sites and remove an old system in Easton, Kansas as it is no longer a part of the network. This is part of the 911 budget.

Commissioner Fast asked for clarification on the tower locations and MARC's role in the maintenance of the towers. Mr. Winebrenner stated that MARC shares the role with the cities and counties, depending on who owns the towers.

VOTE: Authorize an application and acceptance of funds for the Hazardous Materials Emergency Planning grant from the Kansas Department of Emergency Management for regional emergency services

Ms. Lynch stated that this was the Kansas request that complements the Missouri Local emergency Planning District request previously. This is also focused on hazardous materials preparedness and an application process through the state of Kansas Emergency Management. This allows MARC to do cooperative training and planning around hazardous materials with those who house hazardous materials, as well as those who response to a hazardous materials incident.

VOTE: Approve Consent Agenda (Administrative Matters and Minor Expenditures)  
Approve the Minutes from the August 23, 2022 meeting

Commissioner Janeé Hanzlick moved for approval of all agenda items and Mayor Damien Boley seconded the motion. The motion passed.

Other Business

There was no other business.

Adjournment

Mayor Pro Tem Lopez adjourned the meeting at 11:23 a.m.

MINUTES APPROVED:

\_\_\_\_\_  
Mayor Pro Tem Beto Lopez, Chair

\_\_\_\_\_  
Date