

STATE OF KANSAS)
WYANDOTTE COUNTY)) SS
CITY OF KANSAS CITY, KS)

SPECIAL SESSION, THURSDAY, OCTOBER 13, 2016

The Unified Government Commission of Wyandotte County/Kansas City, Kansas, met in Special Session, Thursday, October 13, 2016, with eleven members present: Bynum, Commissioner At-Large First District; Walker, Commissioner At-Large Second District (arrived at 5:03 p.m.); Townsend, Commissioner First District (arrived at 5:08 p.m.); McKiernan, Commissioner Second District; Murguia, Commissioner Third District (arrived at 5:04 p.m.); Johnson, Commissioner Fourth District; Kane, Commissioner Fifth District; Markley, Commissioner Sixth District; Walters, Commissioner Seventh District; Philbrook, Commissioner Eighth District (arrived at 5:22 p.m.); and Holland, Mayor/CEO, presiding. The following officials were also in attendance: Doug Bach, County Administrator; Gordon Criswell and Joe Connor, Asst. County Administrator's; Bridgette Cobbins, Unified Government Clerk; Ken Moore, Chief Legal Counsel; Henry Couchman, Senior Attorney; Kathleen VonAchen, Chief Financial Officer; Sheriff Don Ash; Chief Jones, Fire Department; Renee Ramirez, Director of Human Resources; Jennifer Phillips, Human Resources; Deputy Chief Rodney Smith, Police Department; Racheal Botello, Mayor's Office; and Officer Doug Bailey, Sergeant-at-Arms.

MAYOR HOLLAND called the meeting to order.

ROLL CALL: Johnson, Kane, Markley, Walters, Bynum, McKiernan, Holland.

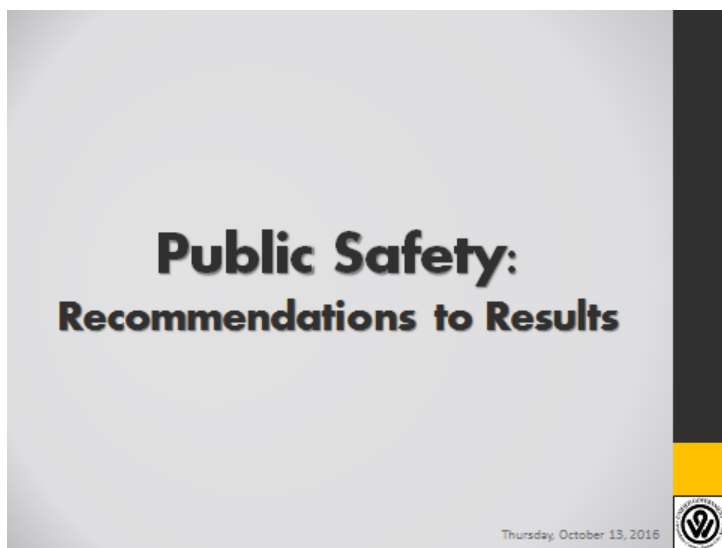
NOTICE OF SPECIAL MEETING of the Unified Government of Wyandotte County/Kansas City, Kansas, to be held Thursday, October 13, 2016, at 5:00 p.m. in the 5th floor conference room of the Municipal Office Building for a Public Safety Taskforce Update. Immediately following, the Commission will recess from the 5th floor conference room to the 9th floor conference room for an executive session regarding labor and litigation.

CONSENT TO MEETING of the governing body of Wyandotte County/Kansas City, Kansas, accepting service of the foregoing notice, waiving all and any irregularities in such service and in

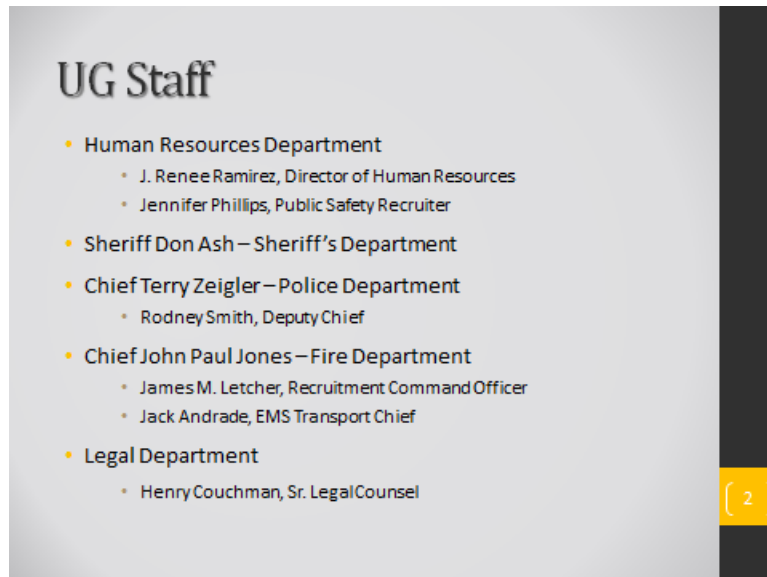
such notice, and consent and agree that we, the governing body, shall meet at the time and place therein specified and for the purpose therein stated.

Doug Bach, County Administrator, said in 2015 under the leadership of the Mayor the Public Safety Task Force was called together. Appointments from all the commissioners were put on this task force and many other members of the community are invited as well as members of our departments. The task force met several times through the course of the year and came up with several recommendations which were presented to the Commission shortly after the first of this year. As we have been proceeding through the year and implementing various points on this, we wanted to come back and provide an update to the Commission and the public and some members of the task force that have come out tonight, we appreciate that, as to what has been going on.

I will turn this over to Renee Ramirez our Human Resources Director, who is accompanied by representatives from our Sheriff, Police and Fire Departments tonight who are all going to share in the presentation.



Renee Ramirez, Human Resources Director, said this evening our team is here to present some of the solutions that we have had on some of the recommendations that were made by the Public Safety Task Force.



This evening with me representing Human Resources, I have Jennifer Phillips and myself. I have Sheriff Ash. Chief Terry Zeigler was unable to make it this evening, but he has Deputy Chief Rodney Smith here. Chief Jones, Fire Department; and behind us we have Recruit Command Officer James Letcher. Jack Andrade, EMS Transport Chief, was unable to make it this evening. Also, we have legal representation Henry Couchman, who is our Senior Legal Advisor.

As we move through the presentation, there are four core areas that recommendations were made from. The first being recruitment, second being the Hiring Processes, third being Promotions, and the fourth being Long Term Oversight.

We’re going to take this one by one and present to you what the recommendations were and what the results of the recommendations are.

Recruitment	
Recommendation	Results
Publicly post all disqualifiers	- Disqualifiers posted on-line and hard copy - Part of the application packet
Recruitment efforts year-round	- Posted year-round for Deputy and Patrol Officer - Testing monthly for Sheriff (8/16) and Police (11/15) - Working with the FACETS study group to determine appropriate recruitment periods for Firefighter EMT/MICT
Dedicated recruiters (Selected or appointed by Sheriff and Chiefs)	- HR Public Safety Recruiter (1/16) - Sheriff utilizes Training Academy staff - Police utilize Public Information Officer - Fire utilizes Recruitment Command Officer

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To start out one of the first recommendations was the task force asked us to publicly post all disqualifiers for Public Safety positions and we have done so. We now have all the disqualifiers posted. An applicant can find them online and hard copy. It's also part of the employment application for each of the Public Safety positions.

The second was making recruitment efforts year-round. Previously what we used to do was when we had vacancies the Chiefs and the Sheriff would make a recommendation to the County Administrator to open up the recruitment period and we would do that for a period of 90 days and go through the process and set a timeline. Having the opportunity to recruit year-round actually gives us more exposure out in the public because we're not tied to a certain time of the year that we can do this. We do post year-round for Deputy and Patrol Officer. We have begun testing on a monthly basis for the Sheriff's Department and we did that starting August of 2016. We've been testing on a monthly basis and that's the written examinations and the physical agility for Police since November, 2015. We are working with the FACETS study group to determine the appropriate recruitment periods for Firefighter EMT/MICT. Currently, right now, we are proposing possibly going to a quarterly testing method with the Fire Department, but we're working out some things with the FACETS group because certain items came out in that study as well.

Dedicated recruiters: One of the things that we felt that we needed were dedicated recruiters specific to Public Safety. We were fortunate enough to have a position approved in the budget to hire a Human Resources Public Safety Recruiter and I was able to do that this year,

January 2016, and that is Jennifer Phillips. Jennifer coordinates and collaborates with all Public Safety Departments on all of their recruitment efforts. The Sheriff utilizes and continues to utilize his Training Academy staff. The Police utilize their Public Information Officer and Fire utilizes their Recruit Command Officer.

Recruitment	
Recommendation	Results
Recruiting literature, dated (online and hard copies)	- Recruitment brochure - Social media (Twitter, Facebook) – All departments - Continue to develop new literature
Enhanced web and technical support for HR	- Website redesign with updated HR page - Enhance with video and recruiting info - Anticipated for Q1 2017 - Working with Chief Knowledge Officer and Public Relations Office
Increase Partnerships with all school districts/KCKCC/Donnelly	- Public Safety Youth Forum - Job Fair – Oak Ridge - Career Fair – KCKCC - Core 4 Career Fair - Career Jumping events - MARC Career Fair - Recruiters – Daily activity

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The other recommendation was regarding our recruiting literature. They wanted to have it dated, online and hard copies. We've made available to you the most recent recruiting literature that we have. This was developed by Jennifer Phillips. This is a global perspective of the Public Safety positions and then we have the one for the Fire Department "So you want to be a Firefighter?" We have social media presence. We have Twitter accounts, we have Facebook accounts, and all departments have these social media opportunities to post our positions. We are continuing to develop new literature as we continue along because this is only the start. We are still reevaluating and we're still going to come up with ideas on how do we get this information out to the community.

The next recommendation was enhance web and technical support for Human Resources. Currently the website is under redesign and the Human Resources page is going to look a little bit different. The Human Resources page will house anything regarding employment here at the Unified Government for not only Public Safety positions, but for civilian positions as well because we need to make sure the public understands and knows the pathways to obtain a position here at the Unified Government because there are a lot of opportunities for

our community. There are a lot of professions here that we and so we want to make sure that we're getting that message out to our community. Part of the updates on the website is we what to enhance that with video and recruiting information. We're trying to reach a generation that they're always on their cell phones so we're looking to possibly doing a snapshot of a video instead of hard posting that you see traditionally today. If we could just capture a snippet of a video of a police officer, of a firefighter and sheriff deputy, and we can catch them for one minute we can tweet it out, put it on Facebook and that could capture some applicants that way. That's the direction we want to head to. We are hoping that we have all these enhancements ready for the first quarter in 2017. Along with that, we are working with the Chief Knowledge officer and the Public Relations Office to help us develop other ideas as they relate to media relations and the technology piece.

Increase partnerships with all school districts, KCK Community College and Donnelly College. We have a continued presence with these partnerships. We have a Public Safety Youth Forum. We participated in that and that was hosted by the FBI. We have attended Job Fairs and Career Fairs. We had a Core 4 Career Fair that was jointly with other jurisdictions around and we had that about a year ago in September. We're actually working on our next Core 4 Career Fair. We participated in Career Jumping events. Jumping events are they invite us into the high schools and we meet with freshman students. We talk about the careers that we have here at the Unified Government and tell them all about our jobs and how we got into the positions that we have and we do that on a routine basis with all of the high schools. We've also attended MARC Career Fairs and our Recruiters have daily activities into these educational institutions.

Recruitment	
Recommendation	Results
Redesign Cadet Program for Police, Fire, Sheriff	- Police Cadet Program redesigned (01/16) - Sheriff Cadet Program being developed for 4th Quarter 2017
Firefighter Trainee Program	- First class hired 8/11/16 - Goals/mission completed - SOPs under development
Reduce age for KCKFD from 21 to 19	Minimum age reduced from 21 to 19 beginning 6/16
Allow Legal Permanent Residents to apply for KCKFD	- FACETS subcommittee established to work on hiring process - Researching EMS Board requirements and legal issues

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The redesign of the Cadet Programs for Police, Fire and Sheriff Departments: For this I'm going to turn it over now to Deputy Smith to talk about the redesign of the Police Cadet Program.

Rodney Smith, Deputy Chief, Police Department, said our previous Cadet Program was really I would say a Martian-based system where the Cadets would come in and they would be around the department and really it had kind of generated into, I would say, cheap labor to do menial tasks which that worked and they gained the experience. To try to ramp things up we've changed it to—we've got them away from menial labor and got them into various units. They do an eight week rotation throughout units of the department. During that time they're coached by the supervisors in those areas. They have to pass a knowledge test at the end to show they understand the procedures and policies within that unit. If they don't, they get more training before they can move on, but we push them through there. At the same time we have a coordinator at the Police Academy. They help them deal with their personal issues or professional issues, monitor their PT and just keep track of their movement through the department. It's a more well-rounded program to get the Cadets ready to be a recruit to enter the academy.

Sheriff Ash said we're still working on developing the Cadet Program for the Sheriff's Office which likely won't be ready to go until sometime in 2017, toward the end of 2017, but we're looking closely at what the Police Department is doing. Of course, we would have to tweak it

and tailor it to meet different duties and responsibilities that we have in the Sheriff's Office. I can tell you a significant part of what they will do will also be to return to their high schools and to work with all of the high schools here in Kansas City, Kansas and Wyandotte County to sort of become the ambassador, the teen ambassador recruiter for those schools. We will work with government classes, we will work with counseling staff and so forth to make opportunities for the Cadets to be able to go out and speak to groups of their peers and explain to them what they see as a career pathway in through the Sheriff's Department and Public Safety Departments and how those students in high school can enter into that track. We're still in development stages but we will be ready to go a year from now if not before.

Ms. Ramirez said as we move to the Fire Trainee Program, we posted that position in June of this year and I am proud to say that we were able to post the position, recruit for the position and hire for the position in about seven weeks which is something that we've never been able to do before. We hired our first class August 11th so that way they could be enrolled at the Community College by August 22nd. I'm going to turn it over to Chief Jones to speak about the Trainee Program.

Chief Jones, Fire Department, said we're pretty excited about the fact this group is scheduled to graduate from the Community College and hopefully have their EMT Certification after they challenge the state test this December. It's like December 22nd I think is when they will finish the class. That's a positive thing. We did move quickly with that and brought it online and got them enrolled and they're well on their way to getting that EMT Certification. We've also with this Pre-Apprentice Firefighter Training Program is we've established some guidelines that are very specific as far as what we call Career Enhancement Activities within the Fire Department. When they're not at the Community College going through EMT training, we have specific study halls and tutoring programs set up. Also within specific divisions within the Fire Department they will be assigned to be kind of emerged within that division to understand all the interworking's of the Fire Department across the divisions from Communications to Training to Operations and Administration so they get a really good perspective on how the Fire Department operates from every perspective. That's very valuable. Also, depending on the very ability of the timeframe when there will be a class they can move into after they get their EMT

Certification, part of the job enhancement activities may be that we enroll them in a Firefighter 1 course at JUCO which would just further enhance their ability to be successful in the Firefighter Academy. When they come out of the Fire Academy they are certified, they challenge the state test in Firefighter I and 2, Hazmat Awareness and Ops. That's just part of kind of the capstone in the Fire Academy so they also receive that certification. If they can go into the academy maybe with that Fire 1 Certification that will help them be successful, but it depends on the variability.

The whole goal of this program is to get them into the EMT Program, get that certification, and have them be successful in that and that's the minimum prerequisite to be hired as a professional firefighter to enter the academy. We're excited about that. The recruitment process went very well in that regard. Like I said, it was very condensed. We were able to be successful and in the future we will just keep developing that and I think get more attention. What we found we were very successful with Facebook advertising and things like that to get the word out. There were literally, when we did Facebook advertising through these two recruitment processes, tens of thousands of hits on that throughout the metro area. We know it's a very affordable way to get the word out and so social media we're tackling that and putting things out through Twitter. Now that we have a technology position in place we're going to tie all these things together and Twitter, Facebook, our website so there is some synchronicity to it all.

Ms. Ramirez said next specific to the Fire Department was to reduce the age from 21 years of age to 19 and we have done that. The minimum age for an applicant to apply for the Fire Department is at age 19 and we started that in June 2016.

There was a recommendation made to allow permanent residents to apply for the KCK Fire Department. Currently the FACETS subcommittee has been established and we're working on those hiring processes, but we're also researching with the Board of EMS any of the requirements that it takes for licensing an EMT and a paramedic in the state of Kansas.

Recruitment	
Recommendation	Results
Available FTEs	• Police Cadets – 6 FTE • Fire Trainee – 8 FTE • Sheriff's Cadets – TBD (propose 5)
Establish plan design for Sheriff's department – stafftime	• 7 FTEs established, funded 9/16 • Work schedule to reduce overtime • Farm-outs
Establish training within department	• Departments and HR Public Safety Recruiter collaborating to develop recruitment strategies and best practices to attract qualified applicants
Mentoring throughout cadet program – staff	• Police Cadet and Fire Trainee programs • Sheriff – Under development
Accelerated timelines	• Sheriff – 2 academies annually • Police – 3 academies annually • Fire – FACETS committee discussion

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As we move on these are going to be related to the Cadet Programs. We do have fulltime equivalencies for the Cadet Programs. The Police Cadets, we have six positions available. They are filled—five of them are filled and one of them is vacant at this time and we're currently in the process of getting that filled. The fire trainee's, we have eight dedicated positions for the Fire Trainee Program and those are all filled as of August. Again, the Sheriff's Department, we're going to be proposing probably in the 2017 Amended Budget five positions for the Sheriff Trainee Program.

The next is an established plan design for the Sheriff's Department regarding staff time and I will let the Sheriff speak to the new positions that he received that were funded in the 2016 Amended Budget and how he reduced overtime.

Sheriff Ash said we received those seven positions in the Amended 2016 Budget. We started a recruit class today. We fail two short of being able to fill all of our open positions, but with the other vacancies that we had in addition to the seven new positions, it will allow us before the end of the year to work on a plan based on the numbers we're seeing, in terms of number of inmates in custody, we believe these numbers hold true in the trends we've been tracking for the last 12 months plus. We should be able before the end of December, hopefully closer to the first of December, to reel all of our farmed out inmates back in. We're reconfiguring the utilization of the current space in the Detention Center. We're moving some inmates around. For example, the female inmates that are in custody, there are approximately 80 beds in the female housing

unit, and currently we're only housing between 40 and 50. Usually somewhere around an average of 45 females a day so we're going to shift them to a smaller housing unit and open up that larger housing unit for male inmates once we have adequate staff to be able to staff that housing unit. If we're going to have up to 80 inmates in that housing unit, we're going to have to be sure we have a little more staffing than what we did to watch over 45 females. We are moving forward with that plan and not only will the additional staff help us to relieve in terms of reducing overtime, it will allow us to house more inmates in the facility and we hope to be out of the farm-out business before Christmas certainly, maybe Thanksgiving, but that would be a little bit too aggressive.

Ms. Ramirez said the next is Establish training within the department. The Public Safety Departments as well as the Human Resources Public Safety Recruiter continues to collaborate to develop recruitment strategies and best practices to attract qualified applicants.

The Mentoring throughout the Cadet Program: I will turn it back over to Deputy Smith to talk about the mentorship with the Police Cadet Program.

Deputy Chief Smith said I touched on it earlier. Our Cadet Coordinator right now is Officer Brian Trzok. He may retire in the near future. We have another officer lined up to take that position over. He is their home-base for life problems or since we're dealing with a younger group, he is their point of contact for really anything they have a question about. On a day-to-day basis the Cadets will be out in various units of the department. They pretty much touch all of the command staff and a lot of the first line supervisors so they are going to get a lot of coaching and we encourage that. We encourage a good dialogue between the supervisory staff and the units with the academy. It's gone well so far so I think we're on the right track.

Chief Jones said as far as mentoring that's an aspect of this that we're really going to focus on because what we want to have is involvement. Our training chief, combined with our recruitment command officers, are going to focus on this mentorship throughout the Career Enhancement Activities and the time spent as a firefighter pre-apprentice trainee. Also, after they graduate from the academy what we're going to do is we're working on a program where we have mentorship captains that would be assigned to the individuals that they can kind of look

after them and a lot of questions they may have as they develop as a firefighter. So, bridge the gap with mentoring from the time they start as a pre-apprentice trainee and for all of our firefighters as they go through the academy and come out of the academy and as they progress and develop early on in their career because that mentorship—it's going to go on any way because there is always going to be somebody in our paramilitary organization that's in charge. We want to make sure there is no gaps in that as far as—you know there is some rotation that goes on within the Fire Department from the ambulance to the fire trucks and so always having that mentorship involved in their development I think becomes very important at becoming a successful firefighter not just to get into the academy, not just passing the academy, but in those sensitive years when they come out of there they have to really be paying attention because they have a lot to learn. It's a steep learning curve and so that will really help in that regard.

Ms. Ramirez said the Accelerated timelines: As you will recall when we first started this we would develop these timelines, get them approved by the County Administrator's Office, and it would take us an extended sometimes 9 to 12 months to try to get through this timeline. What we're trying to do is shorten those timelines now and in some cases—recently with the Police Department we're even trying to eliminate the timeline. Our goal that we have is that if we can get two academies on an annual basis for the Sheriff's Department, three academies in a year for the Police Department and we're still again determining how many academies we can do for the Fire Department; we always want to have applicants ready to go and in the pipeline to fill our vacancies. We are still trying to develop around that area there and we're continuing to do research and just trial and error trying to see what's going to work and what's not working for us.

Chief Jones said right, and as far as the Fire Department a minimum of two academies really makes sense. The other issue whether it's two academies, three academies is having enough of those candidates within those academies to account for timing of the retirements and the carrying of vacancies so we don't have gaps in that regard. When it says FACETS committee discussion, I think that's part of it too that we're having that discussion so we don't have those gaps and the carrying of vacancies.

Hiring	
Recommendation	Results
Validate testing standards	Psychological - Contract with psychologist. - Number of regularly validated assessments Physical Agility - Validated by Stanard & Associates for Police and Fire - Re-validation \$24K each plus travel - FACETS study group discussion on C-PAT vs. Stanard physical agility test Written - Written exams validated by Stanard & Associates for all departments CVSA - Conducted by trained officers and deputies

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Ms. Ramirez said the Validation of our testing standards: The psychological testing—we’ve have contracted with a psychologist and there are a number of regularly validated assessments and our psychologist has advised us that the validations of these tests continues on. Research continues to happen all the time on these tests and so they have assured us that they are using the most recent test that has been validated to assess our applicants.

The physical agility, we have reached out to Stanards and we have secured the technical reports for the physical agility, the validation that is associated with each of those tests. We have asked also how much it would cost for us to re-validate those tests as well because things do change since the time we did have them validated. They gave us a proposal of an estimate of about \$24K for each of the Public Safety Departments. That’s \$24K for Police, \$24K for the Fire Department and that does not include the travel time that it would take for them to come here to do that.

The FACETS group in the Fire Department—our study group is having discussions and we are still researching on what way we should go. Should we continue to utilize the Stanard physical agility test that has been validated and built specifically for KCK Fire or should we go to a nationally recognized physical agility which is the C-PAT. We’re still working out the advantages and disadvantages of those tests.

The written examinations we do have the technical reports on the validations for those exams as well. For the Police and the Sheriff’s Department the written examination by Stanard

& Associates the Kansas Association Chiefs of Police have also—they all utilize the written examination developed by Stanard & Associates for those two professions.

The CVSA they are conducted by trained officers and deputies and I'm going to turn that over to Deputy Smith who can explain what they go through in becoming trained CVSA Operators because Deputy Smith was actually a trained CVSA Operator prior to him becoming a Deputy.

Deputy Chief Smith said we currently have seven Commanders on the department that conduct the CVSA examines. It boils down to a voice stress analysis that we use a computerized program to evaluate but the training for it is a week-long pretty comprehensive program. It takes a week to get certified the first time around. It's a complicated thing to use, but really understanding the output is kind of the meat of the training. A good solid week of training to get started and then we have a certification every two years. The machine will generally give an indication of truthfulness or possible deception. Generally if you have the same output as the machine during the test, that's a good sign. We usually consider that a positive outcome one way or the other. If there are any discrepancies between the machine and the operator's opinion, you have to get a follow-up with another operator to verify your results. It's a good tool and we discussed it during the task force but the more information you get by using this, we don't necessarily rule somebody out just because of the test results. It's the information we gain through the comprehensive interview is really the first phase of the testing process. They are taught how to do the interview. Generally we try to get people that have good interviewing skills to begin with to do that function but they receive training on that. They receive training on the use of the tool and then there is a lot of follow-up and we check each other's results on a regular basis.

Mayor Holland said, Renee, I would like to say too there is a lot of discussion during the task force about the testing and there is an interest from the public group that worked on this to have a group spend some time working on the validation of the testing standards and reviewing those specifically because this is a big issue that was brought up repeatedly. The feeling was we had 30 some recommendations and we wanted to get some things established ahead of that, but there is some interest in coming back and reviewing all of these tests from a public perspective to

make sure that people feel good about the integrity of the testing. There are some questions raised about the integrity of the testing and when people are dropping out of the process in the testing process and just making sure that we have valid checks and balances to know how that's working. That's something that's yet to come so if someone asks you about that, let them know that it is something that we're still committed to, but it will probably be another team, a smaller team; that would work but we had so much to get going it felt like we needed to get the process going before we came back and did that.

Deputy Chief Smith said, Mayor, one final point on that. Previously we did the CVSA after we gave someone a conditional offer and there was a little, I think, maybe like a lack of communication between us and the applicants because sometimes the information we got during the examine might lead to a change in the decision to hire that person. They receive an offer and they were washed out later which I think that probably gave people more of a feeling of being slighted somehow, that it was rigged. We have moved the CVSA and now that takes place on the frontend before we give the conditional offers and they can find out what exactly the problem was down the road if they have a question why they didn't get to that point. **Mayor Holland** said yes, we talked a lot about that fairness so I appreciate that change as well.

Hiring	
Recommendation	Results
Establish physical agility test for Sheriff's Department	• Available Q1 of 2017 • Developed by Stanard & Associates • Surveyed Subject Matter Experts (SMEs) • Essential job-related physical skills • Study guide developed for applicants
Remove EMT as prerequisite to hire in KCKFD	• Trainee program established (8 hired on 8/11/16) • Attending KCKCC 8/22/16 • Scheduled to finish class 12/16 • Required to take State test if recommended by instructor and have passing class scores
Provide explanation if conditional offer of employment is withdrawn (get a signed release of information)	• 14-day window to make written request to meet with Chief/Sheriff and HR Director (11/15)

Ms. Ramirez said we are currently in the process of establishing a physical agility component for the Sheriff's Department and I will let the Sheriff speak to that.

Sheriff Ash said this is a pretty rigorous process and it begins with a very comprehensive job task analysis. They developed a job task analysis, they surveyed all the people in the Detention Center and the supervisors and the commanders, subject matter experts relative to specific job tasks. It's very comprehensive. Everyone participated in that process anonymously, if you will, and they gathered the data. From there then Stanard works on moving to a smaller group of subject matter experts and reviewing those in identifying the key ones, the most common ones, the most reoccurring ones, the ones that we have had experience with being problematic maybe where employees have been injured during the process of performing those essential functions or whatever the case may be. Then, once again, they continue their development.

They are scheduled to be here November 1 and 2 and they have developed a physical agility assessment test, a series of tests. Once again, they will first meet with the subject matter experts to review those and they will run the subject matter experts through the tests actually. On the second day we will be bringing the deputies from the Detention Center and they will be running through these tests to be sure they can be completed but more so for norming and determining ranges, acceptable ranges of completion time and so on and so forth. Once again, this will include all groups of employees over all demographics, genders, races, ethnicity, age; just about every form of diversity that you can think about in order for this to be a statistically validated test and to be able to withstand the rigors of any legal challenge that might come.

There is a study guide developed that once someone makes an application to the Sheriff's Office they will be given the study guide that will review the test and explain the various things they will be testing. It gives the applicant a chance to prepare in any way that he/she seems fit so that they don't just walk in cold and do this assessment and they don't have any idea what it's really all about.

I anticipate after they leave here after November 2nd probably by the end of the month or within 30 days we anticipate they will complete our work and they will be prepared to come back to us with the final assessment, with the final test. They probably will review with us, ask for feedback and so forth and then if there is any tweaking to be done, but I anticipate essentially within about 30 days so around the 1st of December we will probably be complete with that process with Stanard.

Chief Jones said our physical agility test with the Fire Department was vetted out and essentially developed in the same way through Stanard & Associates. As far as the C-PAT it was just like kind of a national test that's a certification testing. Our physical agility test matches up very well with that test and we have the additional of the ladder climb which is moreless if somebody has a problem with being terrified of heights that may come out in that manner. The ability to just go up and down the ladder with all the safety precautions in place really is the only difference between our test and the C-PAT. They are essentially very, very similar. Ours has been vetted out and validated in that way. The difference is, you would have to think about the C-PAT, if we require just that you had to come in with a C-PAT Certification that within a certain timeframe, not that you took it three years ago, but you know maybe it was in the last 12 months or something like that, there is a cost associated with it. It may be a couple hundred dollars between \$200 and \$300 maybe to go out and get the certification accomplished so that you can bring that in and that would suffice for the physical agility. Ours is very similar to that, works will and we also give them the opportunity now to do a walkthrough so they are familiar with the test and don't come in like the Sheriff talked about, come in just cold and take the test.

Ms. Ramirez said I want to clarify too that every applicant is given an opportunity to go through a voluntary orientation on the physical agility test. This gives the applicants an opportunity to touch and feel the equipment, to talk to the subject matter experts; you know police officers, firefighters on how to maneuver through each of those evolutions. I will say that the participation level for the voluntary orientation has not been as great as we would have liked for it to be, but it is an opportunity that we do offer to every applicant if they want to take advantage of that.

The next is the removal of the EMT as a prerequisite to hire in KCKFD. **Chief Jones** said progress has been made in that regard. As far as removing the EMT as a prerequisite entirely, that has not been done. As far as this Pre-apprentice Firefighting Training Program and the ability to bring them in and have them establish EMT Certification or have the opportunity to do so, that's in place and that's for the eight pre-apprentice firefighter trainees. For the regular application process we still have EMT Certification as a minimum prerequisite, but there is a lot of opportunity locally to be able to achieve that goal and there are also a lot of scholarship opportunities for it to be paid for. There is a lot more flexibility at the Community College on how to accomplish that through flexible classroom programs that are either accelerated or during

the day or in the evenings and so that can be accomplished in that way. The EMT is still a prerequisite as far as minimum prerequisite in order to enter the application process. The Firefighter Pre-apprentice Trainee Program there is the opportunity there to establish that EMT after being hired to the KCK Fire Department which will then allow them to move into the academy because they will have that necessary prerequisite.

Years ago, I think we talked about this before; the state of Kansas through the Kansas Board of EMS changed how you have the opportunity to achieve EMT which really essentially kind of took it out of our hands. You had to go achieve that EMT Certification essentially through an established program like the Community College system throughout Kansas. Whether we can look at opportunities to further remove the EMT prerequisite or whether or not we can also look at enhancing our ability to achieve the paramedic side of the equation because that's something we need. In addition to EMT's we always need paramedic's along with it and it kind of gets lost in the translation. Most classes what we try to achieve is 50% EMT and 50% paramedic and so trying to grow the number of paramedic's through specific programs will help too.

In removing the EMT as a prerequisite that hasn't happened in its entirety but we have as a program that works as far as the Pre-apprentice Training Program, it's working out well, but it's for eight positions.

Mayor Holland said I think I would like to see a plan. I believe the intent of the task force and the intent of the Commission when we had adopted it was to remove the EMT as a prerequisite for all hires. Not that we wouldn't hire people that already have it, but we would be able to hire people that don't have it. Chief, I think you're the leading example of how well that works because you came in without your EMT and you were trained onsite and have moved up through the ranks. I think the concern we have is the barrier to employment for people who can't afford to either take the time off of work to do it, but need employment in order to do it, but otherwise meets all of our criteria and to do some kind of standardize test that can evaluate the likelihood of them being able to complete it. Obviously, we don't want to set people up to fail, but there are criteria that if you can pass this test; then you're probably in line that you're going to be able to pass the EMT test and the pathway from within the department in how we incentivize people to move up towards paramedic because the incentive to be a paramedic, from what I understand,

is not very high for very long but it takes a significant amount of additional training and how can we provide that in-house to make sure that we're getting people prepared to be paramedics. The paramedic is a big issue. I would like to see a plan come forward that has the full elimination of the EMT as a requirement and a path for the paramedic as we go forward.

Commissioner Murguia asked how much does it cost to become an EMT or a paramedic. **Chief Jones** said ballpark figure to become an EMT with tuition and books is approximately \$1,500 give or take. As far as the Paramedic Program I would say about \$3,500 total.

Commissioner Murguia asked would these be called certification for EMT and Paramedic. **Chief Jones** said yes. **Commissioner Murguia** asked would that require them to do this fulltime during the day. For example, I got my Masters in Business Administration while I worked fulltime here at the Unified Government and I also went to school fulltime and I took out loans to do that because I couldn't afford it any other way. Is that option currently not available to people, to anybody that wants to be an EMT or paramedic? **Chief Jones** said as far as those that want to achieve the EMT which is a prerequisite to get on the Fire Department, there are scholarship opportunities at the Community College for civilians to go through that program. **Commissioner Murguia** asked can you take out a loan to get that kind of certification. **Chief Jones** said yes. There are student loans available but they're also very specific scholarship opportunities to where—the information I got from the Community College a lot of that funding goes unused annually so there is a lot of funding available out there. There are some minimum requirements as far as I guess you would call it merit phased but they're minimums.

Commissioner Murguia asked why do you think, Chief, the scholarship funding is going underutilized. **Chief Jones** said I think, and we're going to assist the Community College, in trying to make sure that everybody has that information and that those opportunities exists. The Endowment Office, I think they call it—they changed the name of the Endowment Office, forgive me, I can't remember what they changed it to; but that office is in charge of making sure that those scholarship opportunities are available and they process the applications for that process. We had a private vendor that came forward and pledged quite a sum of money for minority scholarship programs for EMT and that scholarship program exists, but it's limited to I think three per semester right now. It's not self-sustaining right now so when that money runs

out we were trying to get other vendors that want to participate basically to reload that scholarship fund but there are scholarships available.

Ms. Ramirez said the next recommendation was to provide an explanation if a conditional offer of employment has been withdrawn. We have revisited our letter and we have made some modifications to that to allow an applicant, if the conditional offer is withdrawn, to provide them with a 14-day window to have an opportunity to have a written request to meet with Human Resources, the Chiefs and the Sheriff, for that explanation. We started that in November 2015. We're also going to ask that they sign a release of information for us as well.

Promotions	
Recommendation	Results
Human Resources-driven promotions throughout Public Safety	• Continue to work with Police/Fire Chiefs to determine HR's role • Fire – FACETS/Labor/Management addressing promotional process • Sheriff's Department recently developed promotional processes for Detective and Command Staff (reviewed by HR and Legal) • Police Department promotions to be discussed • Review physical agility exams for validation (to be discussed with Chiefs and Sheriff)
Internal pathway to Paramedics Certification	• Under review

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The next section is promotions. The recommendation is Human Resources driven promotions throughout Public Safety. To begin here we are continuing to work with the Police and the Fire Chiefs to determine what Human Resources role is as they relate to the promotional processes.

The Fire Department, FACETS/Labor/Management teams are addressing the promotional processes as we speak now.

The Police Department promotions, I'm going to let Deputy Smith speak to the Police Department promotions and I will let Sheriff Ash speak to the Sheriff Department promotional processes.

Deputy Chief Smith said our promotions are a negotiated item that we cooperate with the Fraternal Order of Police on. The based agreement is we hire an outside vendor to tell us how to best do it. It's really a hands-off approach. It's between the department and the union. We take the professional advice that we pay for and they help us get through the process. We do cooperate and participate in that and going forward the next go-around we will keep in close contact with HR on that, but it's really the selection of the vendor that we agree on that drives our process.

Sheriff Ash said likewise in the Sheriff's Office. It's a determined condition of employment and so it's open to negotiation with the union, FOP Lodge 40. Where we differ from the Police Department is, as Deputy Chief Smith said, their contract says we will completely use an outside vendor and the vendor will ensure that everything is court defensible and legal and doesn't have an adverse effect on any particular group. The vendor will ensure that, but the FOP will stay out of promotions and the management will stay out of promotions essentially. Ours is different in that and actually set forth a process in FOP 40s contract with us that says there will be a written test and then there will be an oral board and it will be this and it will be that and it was specific so if it was negotiated in there that way, then to me that meant we could open it up and we could see if they wanted to negotiate it another way if they wanted to look at a more contemporary process.

Quite frankly, the last time we had this process back in 2013 there were very few people that were successful in the process. There seems to be something wrong with that to me and so I asked them if they would be interested in putting a working group together between management and the union to look at and come up with a process that everybody could be comfortable with and we might have more confidence in and that actually the rank and file people might have a chance to be more successful. I think that's in the best interest of the department and I think it's in the best interest of the government that the more successful candidates and applicants we have, it's no different than hiring. The greater likelihood is we're going to be able to cover all of these particular demographic groups that were interested in doing and be able to make it fair and we're going to be able to have opportunities for all people to move up through the ranks. The union was open to that, the working group met and over the period of about 40 or 45 days they developed a process that after some slight tweaking and

negotiation both of us were comfortable with, and then we worked with Renee and HR for HR to overview that process and test to be sure that they were comfortable. We also had oversight with our legal advisor to be sure we were doing things legally and properly and we all would be able to live with this at the end of the day. We agreed to those terms and conditions. We developed a Letter of Understanding as an addendum to the contract and each side signed that and we are sort of in the middle of conducting those processes now. The written tests have been conducted for Sergeant, Detective and Lieutenant.

The Oral Review Boards are being developed. The Oral Review Board for Sergeants is scheduled for Monday, Tuesday and Wednesday and the Review Board for Detectives and Lieutenants will follow in the following weeks so the week of October 24th. We're fairly confident that somewhere by around the 1st of November or just after we will have eligibility lists. What I can report to you is the failure rate for the written test is significantly lower than what it was three years ago utilizing the written test that we utilized. We have many, many more successful applicants for promotion at this critical initial step because the way it was written if you didn't pass this test, then you were out of any process going forward. You were just out so we have a lot of successful applicants and all three of those tests representing lots of diversity in just about every way that you can think of.

Commissioner Walker asked have we addressed the issue of when a vacancy comes open for promotion and we have a list somewhere—maybe it's historical or maybe it was in the overall discussion where the discretion of the promoting Chief, Sheriff reaches a point on the list that either the individual is someone the Chief does not feel suitable to promote or perhaps it was at times you promoted five or six of the top people and now you're getting down into the middle of the pack so the Chief would defer promotion until the next testing period which could be a few months to a year, year and a half. Are you following me? **Sheriff Ash** said yes sir. **Commissioner Walker** said and thus—the allegation was made that at times that had been used to block minority candidates. Have we addressed the issue of when a vacancy comes open and the list is still good and there is a person on that list that's next in line that that promotion occurs or does the Chief still have, the Chiefs and the Sheriff, have the discretion to say we're not going to promote anymore thus, as I understood it, you would use Acting Lieutenants or Acting whatever the position might be to fill the position.

Deputy Chief Smith said in the Police Department the language in the contract specifies that if we have corresponding vacancies, the top six people on any list would be guaranteed to be promoted. If they weren't promoted, for some reason they couldn't be promoted, I believe they get bumped to the top of the next list. The top six people are protected as long as we have a vacancy associated that they could fill. Beyond that it is the Chief's discretion but in many cases—we have most of our promotion spots filled right now if not all of them. The problem is we take the officers out of patrol every time we make promotions and I can tell you our staffing level—sometimes you just can't promote people because you need them at the street level. **Commissioner Walker** said I understand—**Deputy Chief Smith** said I'm sorry sir, but I will say for our Captain's list we're six months into this list and we have two years left for a minimum date on this list and I foresee likely everyone on that list will be promoted by the end so it's not like people are getting blocked out. We don't exclude people from parts of the process. Everybody gets on the list that takes the test as long as they complete all the parts so it's just where you end up on the list and if you're in the top six and we have the vacancies, you're guaranteed.

Sheriff Ash said, Commissioner, the way it works in the FOP 40 contract, once the eligibility list is established the Sheriff can promote from anywhere on the list.

Chief Jones said with the Fire Department historically we through promotional testing according to the contractual language establish the list as a result and historically whenever we have an active list and a vacancy occurs, we fill the vacancy off of that active list period.

Commissioner Walker said well I guess I must be wrong then in that I heard during some of this discussion that the picture that you have just painted has not always been true. Am I the only one that heard that during that discussion? **Mayor Holland** said no, I think part of the concern that was raised is exactly—Commissioner, I think you are exactly right, is that we know that the change up here is to look at the—and you can see under Fire under Promotion, FACETS/Labor/Management Agreement is the issue addressing the promotional process. The Fire Department is the only one that has it tied to contract status and so there were concerns raised that the Police and Sheriff do not tie their promotions to the contract year, but the Fire Department ties it directly to the contract year and that is an item that is up for negotiation right now. **Commissioner Walker** said I know that I've had discussions with officers that are

members of PRIDE at various times during my tenure. They will tell you that it would come to their turn and a promotion would not be available perhaps because of what you just said because we can't afford to take the people out of the field, whatever it might be. I'm just pointing out my concern about the manipulation of promotional tests and hoping what we do as a result of all this, at least in some way the rules are there. In your case if you're the top six, you're going to get your promotion eventually and maybe that's what needs to be done across the board.

Commissioner Townsend said I wanted to go back to part of what Commissioner Walker raised just so I understand it better Deputy Chief Smith. If you have the top six from a list, are those top six guaranteed a promotion or what was the discretion you were talking about earlier which kind of goes back to what Commissioner Walker raised? Are they only guaranteed for a certain period of time and then the process starts over? How does that work? **Deputy Chief Smith** said it's a negotiated item in the contract but the current list, I believe, goes for 30 months from the time a list comes out. We just had one come out earlier this year I think in May. If you're in the top six on the list then there has to be a vacancy. If everything is filled up and there is no vacancy, there is no promotion, but I think what Commissioner Walker was talking about if you're in the top six and there is a hole there and you don't get put in that hole, then you would get moved forward if we ran the clock out for 2.5 years and someone would get moved to the top of the next list because maybe there is a reason we can't. We can't make someone a supervisor if they don't have anybody to supervise because they were the first one. **Commissioner Townsend** said I understand you have to have a place to promote someone to. **Deputy Chief Smith** said as long as there is a vacancy it's in the contract that we have to fill the vacancy as long as it's in the top six. After that there is some discretion but I can assure you that if we have somebody that's next on the list and we have an opportunity to fill a job, especially with diversity, I don't know why that would not be any kind of barrier for what we're trying to do and we would fill it.

Commissioner Townsend said let me ask a couple questions for my understanding. So, you have the top six. Let's say positively there are vacancies available, must the promotion go from one through six or can the promotion come from anywhere within that six? **Deputy Chief Smith** said, I'm sorry, at the end of the testing process we receive from the company for the Captain candidates, Detective candidates and Sergeant candidates, we get lists. They are in

order how everybody performed on all the various elements of the test. They give us the list of how everybody did so we go in order. **Commissioner Townsend** said so it has to go in order. Number one goes first, number two based on availability. What happens with those top six in the various categories let's say after 30 months? Do you have more tests or you just pick back up with those? What happens after 30 months? **Deputy Chief Smith** said we start over. **Commissioner Townsend** said meaning what? **Deputy Chief Smith** said the contract. If we were under the same contract we're under now, I mean it's subject to negotiations; theatrically we could have a different kind of agreement with the union. As it is now we would hire the company or a company again to come back, do an evaluation, develop a test and you know they would walk us through doing the testing procedures.

Mr. Bach said just to clarify I think on the answer to your question, if number five and six are left on the Sergeants list at the end of the 30 months, they become number one and two on the next test, right? **Deputy Chief Smith** said only if there was an available spot. **Mr. Bach** said that we had not promoted into. **Deputy Chief Smith** said if we only had one vacancy during the entire 30 months of this list, and it can go beyond 30 months. Thirty months is the minimum date but they can go beyond that. It's until we get a new list after that. If there was only one vacancy during the whole time the top guy would be promoted whether or not we did it during those 30 months. If there was one vacancy and we never filled it, that guy would be at the top because that's his spot. If there weren't any vacant spots, we never had anybody leave in the whole 30 months or until we got a new list, no one would get promoted because there is nothing to promote them to. **Mr. Bach** said if we were holding vacancies during the time for other reasons, then as soon as we start promoting however many vacancies we held in that first 30 months would go to the top, up to those six that were still left on the list from the previous time period. **Commissioner Townsend** said if there is no vacancy available or held after whatever the designated time period is, let's say 30 months, then all bets are off and we start over again. **Deputy Chief Smith** said maybe. If we spent \$50K or \$100K and had a test and developed a list and no one had been promoted off of it, I wouldn't see us being in a huge hurry to start over. Our problem is in some cases especially with our Captains rank now our list is going to run out. I have a feeling our list is going to run out way before the 30 months and we're going to be out of people to promote. I understand your concern but we're not holding spots and running out the

clock. We're trying to get people to fill spots just like we're trying to get people to sit in our academy seats and become police officers. We're kind of moving this thing forward, we're just trying to find the people to do it. **Commissioner Townsend** said I hope that is the case. I too heard some of the same things that Commissioner Walker heard so that's why I'm trying to understand what this is so everybody watching and listening has a better understanding of the basics too. That's what we're trying to do is make sure there is not some underlying reason that people who are qualified, no matter what they look like, aren't being promoted.

Commissioner Townsend said for Chief Jones; this goes back to the issue of the EMT requirement and I am happy that to some degree we have a mechanism for people who may be economically challenged, and this was a big challenge to a lot of minorities and women, can get into the training program and thereby take care of that EMT. Here's the question, I know you and I have talked about this before the Congress, so to speak, was developed and one of the concerns was the curriculum at JUCO going back a couple of years that there were requirements for the EMT process that maybe superseded what was really needed to get that EMT Certification. I know there has been some discussion about changing the curriculum so my question is we have the EMT Training Program now, but it was also mentioned that JUCO. Is the JUCO Training Program still as rigorous as it was several years ago and thereby may have things that the EMT that we're doing doesn't? Not that that is less than what was required but that may be another stumbling block. **Chief Jones** said the actual EMT curriculum I would have to say is not any more rigorous than any other EMT curriculum in the state necessarily especially in our metro area, but the prerequisites they had actually don't exist anywhere else but in our Community College in effect, the Anatomy of Physiology prerequisite, which is still there.

As far as our Pre-apprentice Firefighter Training Program, they waived that requirement as a prerequisite so that's good news. We have stayed in communication with them and that is officially, the Anatomy and Physiology, is still a prerequisite to the EMT Program, but on a case-by-case basis if they are looking at the background of what curriculum they had as far as hard science exposure, etc. determining whether or not they feel they would pass the EMT class based on that and that's between the student and the Community College. Our recommendation was to drop the Anatomy and Physiology as a prerequisite and to maybe find another way to better vet out whether or not somebody is going to be successful. Obviously, the

Anatomy and Physiology was added to their curriculum to maybe enhance the ability for the student to succeed within the EMT Program, but then again, from our perspective it's an added prerequisite that doesn't exist anywhere else in the EMT curriculum in the state of Kansas so we would like them to drop that outright but that hasn't happened yet.

Commissioner Townsend said Ms. Ramirez might be the best one to answer or Chief, with the EMT training for the Fire Department class that was taken in August 11th of this year, how many were in the class and of those in the class how many were women, how many were African-American, how many were Hispanic? **Ms. Ramirez** said we had eight hires in the class. I believe we may have that information available. The class makeup for the Firefighter Trainee Program was two Hispanic males, two African American males, one Asian-Pacific Islander male and three white males. **Commissioner Townsend** asked any women. **Ms. Ramirez** said no.

Ms. Ramirez said one final thought on the promotions, as the Public Safety Departments spoke about them going through the processes, one of the things I have been in discussions with them about is in determining what Human Resources role is going to be in these promotional processes, the one thing I'm asking of them is that at the end I want the established list presented to my office as well as the County Administrator's Office. As they make these promotions we actually signoff on the Personnel Action Notices allowing these promotions to happen so we will be able to validate against the list how they are making these promotions to make sure they are going in the order that their lists have revealed.

Chief Jones said in speaking on the issue of diversity, the last couple of classes we've actually hired—you know a lot of the results of them are increased efforts in finding better ways to recruit our panel. I believe what that is resulting in is a more diverse pool during the recruitment process and also the goal is that through that by having a better diversity in the applicant pool, it will be better diversity in the actual classes that enter the academy and I believe we are excited about the increase in the diversity of that applicant pool. It's happened.

Ms. Ramirez said the last thing, and we kind of hit on this previously, the internal pathway to the Paramedics Certification and that is still under review.

Long Term Oversight

Recommendation	Results
Ongoing training on ethnic, gender and LGBT sensitivity	- Updated HRG policies (Harassment in the Workplace (4/16), Violence-Free Workplace (7/16), and Benefits (4/15)) - Mandatory training for all UG personnel by Human Resources
Human Relations Commission or other structure	Under consideration by Mayor, Commission
Increase Public Safety presence in all Wyandotte County schools	- USD 500 – Police Explorers, OK Program - SROs – Bishop Ward, Turner, Piper - Fire – Daily recruiting, First responder EMR and EMT - Sheriff – TBD as Cadet Program developed (Q4, 2017)

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The last slide is the Long-Term Oversight: Ongoing training on ethnic, gender and LGBT sensitivity. Human Resources have updated the Human Resources Policies. We updated the Harassment in the Workplace Policy in April 2016, which we brought forward to this body for approval. The Violence-Free Workplace, in July 2016, we brought forward and that addresses these issues and then in 2015 we actually changed our Benefits Policy allowing same sex marriage to insure their families. We continue to have mandatory training for all Unified Government personnel and that is conducted by Human Resources and we do train Police, Fire and the Sheriff personnel as well in those mandatory policies.

The next recommendation was the Human Relations Commission or other structure: This is under consideration by the Mayor and Commission. Now I believe it's with the Boards & Commissions Review.

The last is the increase Public Safety presence in all Wyandotte County schools: These are just a few of the things that we're doing with the schools. We have presence in USD 500, we have Police Explorers, and we have an OK Program.

We have our SROs in Bishop Ward, Turner and Piper. The reason for that is because USD 500 has their own police force now.

The Fire Department, we have daily recruiting in the high schools. We have the first responder EMR and the EMT First Responder courses.

In the Sheriff's Department that's going to be determined based on the Cadet Program that we develop in the fourth quarter, 2017.

Lastly, I would like to end this presentation with—this process while it was a difficult process and it was a lot of work for all of our departments to undertake, I do want to say this has provided an opportunity for Human Resources to enhance the collaborative efforts between Human Resources and the Public Safety Departments. In my view, I think this has really been a successful project for all of us and we're still continuing to develop in areas that we're starting things, we're trying new things and our job has not finished.

I would like to thank all of our staff members in each one of these departments because they have worked diligently on all of these projects and have dedicated a lot of time during their working hours and even outside of their working hours to get these recommendations in place.

Mayor Holland said we will continue to keep the Commission updated on the progress of this. We are a year out and I think we've made a lot of progress in the first year and we have some more work yet to do but I appreciate all the work all of you have put into this.

Mayor Holland said we are ready to go upstairs for executive session. We have more material than we're going to be able to fit in in 45 minutes of executive session. We will either need to go past 7:00 p.m. to finish it or we will need to go back upstairs after. We can start our 7:00 p.m. late. I don't like to do that on a regular basis because the public counts on that coming on TV at 7:00 p.m. If we gave the executive session until 7:15 p.m. and we finish early, then we can come down early. We can end early. We just can't end late.

Ken Moore, Chief Legal Counsel, said if you recess until 7:15 p.m., you can't start the meeting until 7:15 p.m. **Mayor Holland** said if we do 7:00 p.m. and we're out of time, we will have to come downstairs at 7:00 p.m. and then we will have to go back up if we need to after the 7:00 p.m. meeting.

Executive Session:

Commissioner McKiernan made a motion to go into executive session, seconded by Commissioner Johnson until 7:00 p.m. to discuss confidential matters related to pending litigation under the attorney/client privilege and to discuss confidential matters regarding strategy related to employer/employee negotiations, as permitted under the Kansas Open

Meetings Act; and that staff designated by the County Administrator be present to participate in the discussion. Motion carried unanimously.

Mayor Holland adjourned the Special Session at 6:15 p.m.

Bridgette Cobbins, Unified Government Clerk, said the Commission will reconvene in open session at 7:00 p.m. in the Commission Chambers located on the 1st floor.

Present for the Executive Session: Bynum, Commissioner At-Large First District (arrived at 6:25 p.m.); Walker, Commissioner At-Large Second District; Townsend, Commissioner First District; McKiernan, Commissioner Second District; Murguia, Commissioner Third District; Johnson, Commissioner Fourth District; Kane, Commissioner Fifth District; Markley, Commissioner Sixth District; Walters, Commissioner Seventh District; Philbrook, Commissioner Eighth District; and Holland, Mayor/CEO, presiding. **Staff present:** Doug Bach, County Administrator; Ken Moore, Chief Legal Counsel, Maureen Mahoney, Asst. to Mayor/Chief of Staff; Kathleen VonAchen, Chief Financial Officer; Joe Connor, Asst. County Administrator (arrived at 6:35 p.m.); John Paul Jones, Chief of Fire Department (arrived at 6:35 p.m.) John Aisenbrey, Stinson Law Firm; was present from 6:25 p.m. to 6:35 p.m. and Ryan Denk, Outside Counsel for labor negotiations (arrived at 6:35 p.m.). SCORE was from 6:35 p.m. to 6:41 p.m. and Labor was from 6:41 p.m. to 6:57 p.m.

**MAYOR HOLLAND ADJOURNED THE
EXECUTIVE SESSION AT 6:57 p.m.**

dt

Bridgette D. Cobbins
Unified Government Clerk

October 13, 2016