



Unified Government of Wyandotte County and Kansas City, Kansas

Administration and Human Services Meeting

Commission Chambers

701 N. 7th Street Trafficway, Kansas City, KS 66101

Chair Christian Ramirez

Commissioner, District 1, Jermaine Howard - Commissioner At-Large, District 2, Andrew Kump

Commissioner, District 4, Evelyn Hill - Commissioner, District 6, Phil Lopez

MINUTES

Tuesday, APRIL 13, 2026

6:32 PM – 7:45 PM

Attendance:

Committee Members Present:

- Commissioner Ramirez (Chair)
- Commissioner Lopez
- Commissioner Hill
- Commissioner Howard
- Commissioner Kump

Committee Members Absent:

- None

Staff Present:

- Monica L. Sparks (Unified Government Clerk)
- SueZanne Bishop (Senior Attorney)
- Bridgette Cobbins (Assistant County Administrator)
- Wendy Green (Deputy Chief Counsel)
- Shawna Riley (Senior Human Resources Partner)
- Renee Ramirez (Director of Human Resources)
- Casey Meyer (Senior Counsel)
- Courtney Sachen (Senior Human Resources Partner)
- Dave Wimberly (Senior Human Resources Partner)

Call to Order:

Commissioner Ramirez called the meeting to order at 6:32 PM.

Revisions to Agenda: (Discussion Begins: 1:28:30)

The Clerk reported there was an agenda update issued: changing Item No. 4.1 and Item No. 4.7 on the agenda with additional documents provided.

Approval of Previous Minutes: (Discussion Begins: 1:28:43)

Commissioner Kump moved to approve the minutes from March 24, July 28, August 25, and September 22, 2025, and January 28 and February 17, 2026, meetings. The motion was seconded by Commissioner Lopez.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

Committee Agenda:**Item No. 4.1 - RESOLUTION: SELLING CERTAIN UNIFIED GOVERNMENT PROPERTIES TO THE PUBLIC (CHANGE PER AGENDA UPDATE) (Discussion Begins: 1:29:18)**

Deputy Chief Counsel Wendy Green presented a resolution for multiple properties in the Unified Government inventory that are not being used for any Unified Government purposes. The properties include:

- Properties along James Street and Central Avenue (purchased 1-2 years ago for possible Willa Gill Center relocation)
- Properties at 99th and Leavenworth Road (totaling approximately 6.26 acres across four parcels, owned since approximately 2006 when the cloverleaf was constructed at 435 and Leavenworth Road)

All properties are valued over \$75,000, requiring adherence to the 2006 joint ordinance and resolution procedure for property sales. The Unified Government will use outside counsel rather than a realtor to handle transactions. Properties must be advertised for public sale with appropriate signage per Unified Government policy.

The Chairman opened the public hearing. No comments were received. The Chairman closed the public hearing.

Commissioner Kump moved to approve the resolution. The motion was seconded by Commissioner Lopez.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

Item No. 4.2 - RESOLUTION: HOUSE SUBSTITUTE FOR SENATE BILL 244 (Discussion Begins: 1:37:52)

Casey Meyer, Senior Counsel, presented a resolution to implement a policy ensuring compliance with House Substitute for Senate Bill 244, which requires governing bodies of public buildings to designate multiple occupancy private spaces for use by individuals of one sex and take reasonable steps to ensure compliance.

The policy establishes a complaint process where staff members report complaints to supervisors, who then report to the Director of Human Resources Renee Ramirez or Director of Buildings and Logistics John Kelly for investigation.

Penalties for Non-Compliance:

- First violation: \$25,000 civil penalty against the Unified Government.
- Additional violations: \$125,000 per occurrence
- Individual violations possible after investigation and appeal process.

Exceptions include:

- Custodial/maintenance purposes.
- Medical emergency assistance.
- Assisting individuals requiring help.
- Law enforcement purposes.
- Safety threat prevention.
- Coaching/athletic training with precautions.
- Children under 9 accompanied by caregiver.

The Chairman opened the public hearing. The following comments were received:

- **Eva Garcia (Comment Begins: 1:47:19)**

The Chairman closed the public hearing.

Commissioner Lopez moved to approve the resolution. The motion was seconded by Commissioner Ramirez.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

Item No. 4.3 - APPROVAL: HR GUIDE REVISION: 5.13 PAID CHILDBIRTH AND PARENTAL LEAVE (Discussion Begins: 1:53:40)

Renee Ramirez, Director of Human Resources, and Courtney Sachen, Senior Human Resources Partner, presented the item. The HR team presented modifications to Policy 5.13 regarding paid childbirth and parental leave. Current benefits include:

- Paid Childbirth Leave: 240 hours (full-time), 120 hours (part-time) – equivalent to 6 weeks.
- Paid Parental Leave: 160 hours (full-time), 80 hours (part-time) – equivalent to 4 weeks.
- Benefits run concurrently with FMLA.
- No FMLA eligibility required for these paid leaves.

Key Changes:

- Language changed to prorate leave for non-traditional work schedules.
- Leave cannot extend past employment separation date.
- Employees who don't return may be required to reimburse the UG (case-by-case base).

The Chairman opened the public hearing. The following comments were received:

- **Eva Garcia (Comment Begins: 2:04:01)**

The Chairman closed the public hearing.

Commissioner Kump moved to approve the policy modification. The motion was seconded by Commissioner Lopez.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

**Item No. 4.4 – APPROVAL: HR GUIDE REVISION: 2.13 IDENTIFICATION BADGES
(Discussion Begins: 2:06:20)**

Renee Ramirez, Director of Human Resources, and Shawna Riley, Senior Human Resources Partner, presented the item. The policy clarifies requirements for wearing Unified Government identification badges while on duty, addressing security concerns including unauthorized personnel in buildings and tailgating through secure access points.

Key Requirements:

- All employees and volunteers must wear visible badges.
- Visitors must go through security.
- Immediate or end-of-day badge deactivation upon employment separation.
- Enhanced badge lifecycle management through Workday system.

Bridgette Cobbins, Assistant County Administrator, clarified ninth floor access protocols and security camera monitoring.

The Chairman opened the public hearing. No comments were received. The Chairman closed the public hearing.

Commissioner Lopez moved to approve the policy. The motion was seconded by Commissioner Kump.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

Item No. 4.5 – APPROVAL: HR GUIDE REVISIONS: 6.6 TAKE-HOME VEHICLE POLICY (Discussion Begins: 2:19:45)

Renee Ramirez, Director of Human Resources, and Dave Wimberly, Senior Human Resources Partner, presented the item. Due to elimination of residency requirements for Unified Government employees, the take-home vehicle policy required amendment to establish new parameters and maintain operational readiness.

New Requirements:

- Vehicles must be stored within Wyandotte County.
- Employees living outside Wyandotte County cannot store vehicles at residence.
- Departments may establish Unified Government facility parking for out-of-county employees.
- Emergency response time requirement: 60 minutes (some departments require 30 minutes).
- Employees must acknowledge guidelines before vehicle assignment.

IRS Compliance: Human Resources now manages imputed income reporting (\$1.50 each way commute = \$3/day taxable benefit) previously handled by Finance/Payroll division.

Bridgette Cobbins, Assistant County Administrator, explained the department-specific policies (especially public safety) are typically more restrictive and approved by County Administrator's office rather than full commission.

The Chairman opened the public hearing. No comments were received. The Chairman closed the public hearing.

Commissioner Kump moved to approve the policy amendment. The motion was seconded by Commissioner Lopez.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

Item No. 4.6 PRESENTATION: LEGISLATIVE AUDITOR'S OFFICE (Discussion Begins: 2:36:16)

Item No. 4.7 PRESENTATION: UPDATE FROM REGISTER OF DEEDS (Discussion Begins: 2:36:16)

Due to severe weather conditions (tornado watch until 11 PM with confirmed tornado in Franklin County), the Chair set aside these presentation items for next month's meeting.

SueZanne Bishop, Senior Attorney, confirmed no vote was required to set aside information-only items.

Adjournment: (Discussion Begins: 2:38:09)

Commissioner Lopez moved to adjourn the meeting. The motion was seconded by Commissioner Kump.

Vote: Motion carried 5-0

- Ayes: Lopez, Hill, Howard, Kump, Ramirez
- Nays: None
- Absent: None

The meeting was adjourned at 7:45 PM.

BJS