



Administration and Human Services
Committee
Standing Committee Meeting Agenda
Monday, February 25, 2019
Immediately upon adjournment of earlier committee

Location:

Municipal Office Building
701 N 7th Street
Kansas City, Kansas 66101
5th Floor Conference Room (Suite 515)

Name

Absent

Commissioner Angela Markley, Chair
Commissioner Melissa Bynum
Commissioner Mike Kane
Commissioner Harold Johnson
Commissioner Jane Philbrook

- I.** **Call to Order/Roll Call**
- II.** **Revisions to February 25, 2019 Agenda**
- III.** **Approval of standing committee minutes. (No minutes to approve due to cancellation of the December 10, 2018 meeting.)**
- IV.** **Committee Agenda**

Item No. 1 - ORDINANCE: OPEN BURN PROHIBITION

Synopsis: An ordinance allowing the Fire Marshal to enforce violations of the prohibition on open burning, submitted by Daniel Kuhn, Assistant Counsel.

Tracking #: 19586

Item No. 2 - ORDINANCE: AMENDMENT TO 2018 INTERNATIONAL FIRE CODE

Synopsis: An ordinance amendment incorporating the language of the 2018 International Fire Code regarding recordkeeping for fire alarm systems and fire suppression systems, submitted by Daniel Kuhn, Assistant Counsel.

Tracking #: 19587

Item No. 3 - PRESENTATION: ELECTRONIC MEDICAL RECORD (EMR)

Synopsis: Presentation on migrating to a new Electronic Medical Record (EMR) for the Health Department in June 2019, presented by Juliann Van Liew, Planning and Operations

Division Manager. This is a five-county collaboration.

For information only.

Tracking #: 19580

Item No. 4 - UPDATE: 2018 3-1-1 CONTACT CENTER

Synopsis: Update on the quantity and types of inquiries received by the 3-1-1 Contact Center and the use of the myWyco app to submit 3-1-1 requests, submitted by Alan Howze, Chief Knowledge Officer & Acting Assistant County Administrator.

For information only.

Tracking #: 19591

V. Public Agenda

VI. Adjourn



Staff Request for Commission Action

Tracking No. 19586

Full Commission Meeting Date: 3/7/19

Committee: Administration & Human Services

Date of Standing Committee Action: 2/25/19

(If none, please explain):

Publication Required: No

<u>Date:</u> 02/13/2019	<u>Contact Name:</u> John Droppelmann, Daniel Kuhn	<u>Contact Phone:</u> x5938, x5189	<u>Contact Email:</u> jdroppelmann@kckfd.org, dkuhn@wycokck.org	<u>Department/Division:</u> Legal
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Item Description:

An amendment allowing the Fire Marshal to enforce violations of the prohibition on open burning.

Action Requested:

To approve the ordinance.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Sec. 3-17. Open burning prohibition

(Published _____)

ORDINANCE NO. _____

AN ORDINANCE relating to Chapter 3, amending Section 3-17 regarding open burning.

BE IT ORDAINED BY THE COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. That Section 3-17 is hereby amended to read as follows:

Sec. 3-17. - Open burning prohibition.

- (a) Except as provided herein, no person shall dispose of residential waste or refuse by open burning or cause, allow, or permit open burning of residential waste or refuse.
- (b) No person shall conduct, cause or permit the conducting of a salvage operation by open burning.
- (c) No person shall cause or permit the disposal of nonresidential wastes or refuse by open burning.
- (d) Except as provided herein, no person shall otherwise cause, allow or permit open burning upon any property.
- (e) No person shall cause or allow to be initiated or maintained any open burning which creates a private or public nuisance or a hazard to public safety.
- (f) It shall be prima facie evidence that the person who owns or controls property on which open burning occurs has caused or permitted such open burning.
- (g) Exceptions to open burning prohibition are as follows:
 - (1) Fires used for the preparation of food such as barbecuing.
 - (2) Recreational or ceremonial bonfires and other recreational fires exclusive of those included in subsection (g)(1) of this section, provided prior written approval is obtained from the director and from the fire prevention division.
 - (3) Fires set in connection with agricultural operations related to the growing or harvesting of crops, provided that prior written approval is obtained from the director and from the chief of the fire prevention division.
 - (4) The use of safety flares for disposal of flammable gases for which there is no other practical means of disposal.
 - (5) Fires set for demonstration purposes related to the training of governmental or industrial personnel in firefighting procedures, provided prior written approval is obtained from the director and from the chief of the fire prevention division.

(h) Open burning shall be permitted as follows:

(1) Open burning permits may be granted for the following types of waste:

- a. *Nonresidential waste and extraordinary organic yard waste.* Fires set for the disposal of nonresidential waste or extraordinary organic yard waste may be permitted only when it can be shown by a person that such open burning is absolutely necessary and in the public interest. The burning of land clearing debris, including trees, brush and vegetation only, shall normally be considered as being necessary and in the public interest; provided that an approvable air curtain open pit destructor of suitable design and capacity is used to accomplish the burning, and further provided that such device is installed maintained, and operated at maximum efficiency. An additional permit shall be obtained from the director prior to the use of an air curtain destroyer. A fee in the amount established by the county administrator or his designee shall be paid for such permit.
- b. *Organic yard waste.*
 1. Fires set for the disposal of organic yard waste generated on property for which the permit is sought may be permitted during the month of April and from October 16 through November 15 between the hours of 7:00 a.m. and 6:00 p.m. or as extended pursuant to subsection (2)i. below.
 2. Organic yard waste includes leaves, brush, dead wood, tree cuttings, and weeds. Burning of wire insulation, tires, and other rubber products, automobile parts, paper, cardboard, treated, painted, or finished wood, plastics, garbage, trash, petroleum products, asphalt materials, building materials, demolition debris, paints, agricultural chemicals, household chemicals, or any other material which normally emits dense smoke, noxious odors, or hazardous air contaminants is prohibited.
 3. Only one permit (for a maximum of three days) per property per burn month will be issued, unless the chief of the fire prevention division determines that it is in the interest of public health or safety to issue more than one permit or to extend it beyond three days.

(2) Application and issuance of permits shall be as follows:

- a. Any person intending to engage in open burning of nonresidential wastes or extraordinary organic yard waste under this section shall file a request to do so with the director and the chief of the fire prevention division.
- b. Any person wishing to burn organic yard waste under this section during the month of April or during the period from October 16 through November 15, or as extended pursuant to paragraph i below, shall file an application at any fire station within 15 days and at least 24 hours before burning.
- c. The application shall state the following:
 1. The name, address, and telephone number of the person submitting the application.

2. The schedule of burning operations.
3. The type, quantity, and composition of waste to be burned.
4. The exact location where open burning will be used to dispose of such waste.
5. For nonresidential waste or for extraordinary residential waste, in addition to the information required in this subsection:
 - i. The type of business or activity involved.
 - ii. A description of the proposed equipment and operating practices, and the expected composition and amount of air contaminants to be released to the atmosphere.
 - iii. Reasons why no method other than burning can be used for disposal of such waste.
 - iv. Evidence that the proposed open burning has been approved by any fire department that may have jurisdiction.
- d. Upon approval of the application by the director and the chief of the fire prevention division in the case of nonresidential waste, and by the chief of the fire prevention division, in the case of residential waste, the person may proceed with the operation without being in violation of this section; provided that the person conducting the burning fully complies with all conditions and operating restrictions imposed as a part of such permit.
- e. The director or the chief of the fire prevention division may revoke such permit at any time for cause.
- f. The director or the chief of the fire prevention division may revoke any permit at any time or may ban all open burning if one or both of them determine burning would constitute a danger to public health or safety.
- g. Each such application shall be considered individually upon its merits and the director or the chief of the fire prevention division may decide that other factors require that such permit application be denied.
- h. The director or the chief of the fire prevention division or both may establish such conditions for burning or operational requirements in permitting the open burning authorized under subsection (h)(2)f. of this section as are necessary, in the judgment of the director or the chief of the fire prevention division, to minimize the air pollution emitted by such burning or to protect the health and safety of the public.
- i. The county administrator is hereby granted the discretion, after consultation with the director and chief of the fire prevention division, to extend the April or the October 16 to November 15 burn periods, as deemed necessary due to inclement weather or other conditions which prohibit or prevent burning during those established periods.

- (3) Under no circumstances shall open burning occur within 15 feet of any building or within 15 feet of the property line.
 - (4) All open burning must be constantly attended until extinguished.
 - (5) All persons conducting open burning shall have available the means for controlling or extinguishing the fire, such as a water supply or a fire extinguisher.
 - (6) It shall be unlawful for any person to conduct open burning other than in accordance with the requirements set out in this section or in violation of any conditions or operating restrictions imposed by the director or the chief of the fire prevention division.
- (i) The director, the director's designee, or the chief of the fire prevention division or his or her designee, shall have the ability to enforce any provisions of this section.

(Code 1964, § 2A-18; Code 1988, § 3-17; Ord. No. 52677, § 1, 2-28-1974; Ord. No. 61098, § 1, 3-6-1980; Ord. No. 0-03-00, § 1, 1-6-1999; Ord. No. O-52-99, § 1, 8-19-1999; Ord. No. O-54-09, §§ 1, 2, 7-9-2009; Ord. No. O-54-09, § 1, 7-9-2009)

Section 2. This ordinance shall take effect and be in full force from and after its passage, approval, and publication in the *Wyandotte Echo*.

**PASSED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____, 2019.**

David Alvey, Mayor/CEO

Attest:

Unified Government Clerk

Approved As To Form:

Daniel Kuhn, Assistant Counsel



Staff Request for Commission Action

Tracking No. 19587

Full Commission Meeting Date: 3/7/19

Committee: Administration & Human Services

Date of Standing Committee Action: 2/25/19

(If none, please explain):

Publication Required: Yes 03/14/2019

<u>Date:</u> 02/13/2019	<u>Contact Name:</u> John Droppelmann, Daniel Kuhn	<u>Contact Phone:</u> x5938, x5189	<u>Contact Email:</u> jdroppelmann@kckfd.org, dkuhn@wycokck.org	<u>Department/Division:</u> Legal
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Item Description:

An amendment incorporating the language of the 2018 International Fire Code regarding recordkeeping for fire alarm systems and fire suppression systems.

Action Requested:

To approve the ordinance.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Sec. 15-54. Amendments and additions.

(Published _____)

ORDINANCE NO. _____

AN ORDINANCE relating to Chapter 15, amending Section 15-54 regarding amendments to the 2012 International Fire Code.

BE IT ORDAINED BY THE COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. That Section 15-54 is hereby amended to read as follows:

Sec. 15-54. - Amendments and additions.

The 2012 International Fire Code adopted by reference in section 15-52 is amended in the following respects:

Section 101.1 is amended to read as follows:

Section 101.1 Title. These regulations shall be known as the Fire Code of the Unified Government of Wyandotte County/Kansas City, Kansas, hereinafter referred to as "this code."

Section 101.2.1 is hereby deleted.

Section 102.3 is amended to read as follows:

Section 102.3 Change of use or occupancy. No change shall be made in the use or occupancy of any structure that would place the structure in a different division of the same group or occupancy or in a different group of occupancies, unless such structure is made to comply with the requirements of this code and the International Building Code and/or NFPA 101 Life Safety Code. Subject to the approval of the fire code official, the use or occupancy of an existing structure shall be allowed to be changed and the structure is allowed to be occupied for purposes in other groups without conforming to all the requirements of this code and the International Building Code for those groups, provided the new or proposed use is less hazardous, based on life and fire risk, than the existing use.

Section 102.4 is amended to read as follows:

Section 102.4 Application of building code. The design and construction of new structures shall comply with the International Building Code, and any alterations, additions, changes in use or changes in structures required by this code, which are within the scope of the International Building Code, and/or NFPA101 Life Safety Code, shall be made in accordance therewith.

Section 108.1 is hereby deleted.

See administrative provision chapter 8-25 Code of Ordinance section 167 Board of Appeals.

Section 111.4 is amended to read as follows:

Section 111.4 Failure to comply. Any person who shall continue to work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than \$100.00 or more than \$2,500.00.

Section 901.6.2.1 is amended to read as follows:

Section 901.6.2.1 Records information. Initial records shall include the name of the installation contractor, type, of components installed, manufacturer of the components, location and number of components installed per floor. Records shall also include the manufacturers' operation and maintenance instruction manuals. ~~Such records shall be maintained on the premises.~~ A record of the periodic inspections, tests, servicing, and other operations and maintenance shall be maintained on the premises or other approved location for a minimum of 3 years. Records shall be made available for inspection by the fire code official, and a copy of the records shall be provided to the fire code official upon request. The fire code official has the authority to prescribe the form and format of such recordkeeping. The fire code official has the authority to require that certain required records including but not limited to automatic fire sprinkler systems, fire alarm systems, commercial kitchen hood suppression systems, commercial hood cleaning, active smoke control systems private fire hydrant systems, fire pumps, spray booths, special suppression systems, foam systems, and standpipes be filed with the fire code official.

Section 3206.6.1 is amended to read as follows:

Section 3206.6.1 Access doors. Where building access is required by Table 3206.2, fire department access doors shall be provided in accordance with this section. Access doors shall be accessible without the use of a ladder.

3206.6.1.1 Number of doors required. A minimum of one access door shall be provided in each 110 lineal feet (33,528 mm), or fraction thereof, of the exterior walls that face required fire apparatus access roads. The required access doors shall be distributed such that the lineal distances between adjacent access doors does not exceed 110 feet (33,528 mm).

Appendix D, section D 107.1 is amended to read as follows:

D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 75 shall be provided with separate and approved fire apparatus access roads and shall meet the requirements of Section D104.3. This requirement does not affect development plated prior to the effective date of this code adoption.

Exceptions:

- (1) Where there are 75 or more dwelling units on a single public or private access way and all dwelling units are protected by approved residential sprinkler systems, access from two directions shall not be required.
- (2) The number of dwelling units on a single fire access road shall not be increased unless fire apparatus roads will connect with future development as determined by the fire code official.

(Ord. No. O-45-11, § 2, 10-20-2011; Ord. No. [O-47-16](#), § 1, 7-28-2016)

Section 2. This ordinance shall take effect and be in full force from and after its passage, approval, and publication in the *Wyandotte Echo*.

**PASSED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS,
THIS _____ DAY OF _____, 2019.**

David Alvey, Mayor/CEO

Attest:

Unified Government Clerk

Approved As To Form:

Daniel Kuhn, Assistant Counsel



Staff Request for Commission Action

Tracking No. 19580

Full Commission Meeting Date: NA

Committee: Administration & Human Services

Date of Standing Committee Action: 2/25/19

(If none, please explain):

Publication Required: No

<u>Date:</u> 02/08/2019	<u>Contact Name:</u> Brenda Fee	<u>Contact Phone:</u> 573-6736	<u>Contact Email:</u> bfee@wycokck.org	<u>Department/Division:</u> Public Health
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Item Description:

The Health Department is currently working on migrating to a new Electronic Medical Record (EMR) and plans to go live with the new platform in June, 2019. In order to decrease cost and streamline data collection, the UGPHD has joined with four other counties to adopt the same EMR. This 5-county collaborative is being led through the procurement and implementation process by the Unified Government's Knowledge and Health Departments. Staff will provide an update on progress to date, timeline moving forward, and implications of the new system for the Health Department.

Action Requested:

For information only

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:



Staff Request for Commission Action

Tracking No. 19591

Full Commission Meeting Date: NA

Committee: Administration & Human Services

Date of Standing Committee Action: 2/25/19

(If none, please explain):

Publication Required: No

<u>Date:</u> 02/13/2019	<u>Contact Name:</u> Alan Howze	<u>Contact Phone:</u> x8951	<u>Contact Email:</u> ahowze@wycokck.org	<u>Department/Division:</u> 311
<u>Item Description:</u> Purpose is to provide an informational update on the quantity and types of inquiries received by the 3-1-1 Contact Center. The update will also provide information on the use of the myWyco app to submit 3-1-1 requests.				
<u>Action Requested:</u> For information only				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u>				