



Administration and Human Services
Standing Committee Meeting Agenda
Monday, April 27, 2020
5:00 PM

Location: Virtually through Zoom

You are invited to a Zoom webinar.

When: Apr 27, 2020 05:00 PM Central Time (US and Canada)

Topic: Standing Committee Meetings 4/27/2020 – (PW/S-cancelled) A/HS

Please click the link below to join the webinar:

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Name

Absent

Commissioner Angela Markley, Chair

☐

Commissioner Melissa Bynum

☐

Commissioner Christian Ramirez

☐

Commissioner Mike Kane

☐

Commissioner Jane Philbrook

☐

I. Call to Order/Roll Call

II. Revisions to April 27, 2020 Agenda

III. Approval of standing committee minutes from February 24, 2020.

IV. Committee Agenda

Item No. 1 - GRANT: HEALTH FORWARD FOUNDATION-TEEN VAPING PREVENTION CAMPAIGN

Synopsis: Request to apply for and accept, if granted, a \$58,000 grant from the Health Forward Foundation to implement a Behind the Haze behavior change media campaign in response to the rising trend of vaping, submitted by Terrie Garrison, Interim Director of Public Health. This campaign is in conjunction with Johnson County Health & Environment and Blue Cross Blue Shield of Kansas. No match required.

Tracking #: 2089

V. Public Agenda

VI. Adjourn

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, February 24, 2020**

The meeting of the Administration and Human Services Standing Committee was held on Monday, February 24, 2020, at 5:24 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Philbrook, Kane, Ramirez, Bynum. The following officials were also in attendance: Gordon Criswell and Alan Howze, Assistant County Administrators; Jeff Fisher, Executive Director of Public Works; Jud Knapp, Data Analyst; Pamela Waldeck, Deputy Police Chief; Ken Moore, Chief Legal Counsel; Kelly Herron, Community Support Division Commander; Sara Janeczko, Detective; and Officer Jay Doleshal, Sergeant-At-Arms.

Chairman Markley called the meeting to order. Roll call was taken and all members were present as shown above.

Chairman Markley said we have no revisions to tonight's agenda, nor do we have any minutes to consider this evening.

Committee Agenda:

Item No. 1 – 2021...Item No. 1 - ORDINANCE/RESOLUTION: AMEND TERM OF UG ELECTED OFFICIALS AND MEETING SCHEDULE

Synopsis: Amend the following sections to the UG Code of Ordinances and Resolutions, submitted by Jeff Conway, Assistant Counsel.

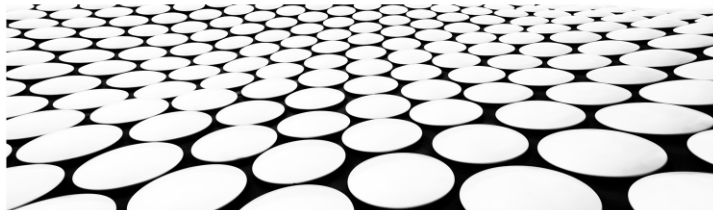
- Sec. 2-52, change beginning term of office for UG elected officials
- Sec. 2-57, change time to establish the two-year commission meeting schedule
- Sec. 141, change beginning term of office for sheriff and register of deeds

Chairman Markley said if you'll recall, we discussed this at our previous standing committee meeting, but did not take action.

TERMS OF OFFICE

FOR LOCAL ELECTED OFFICIALS

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Ken Moore, Chief Legal Counsel, said as presented last time, we came with some different alternatives on what our options were under the recent Kansas legislation.

TERM OF OFFICE -- HISTORY

- Since 1968 the General Election for City Offices was held on the first Tuesday in April; and the term of office would commence at the 1st Meeting following certification of the election results. (KSA 25-313, 25-2107 & 25-2120)
- As part of Consolidation, in 1998 the Sheriff and Register of Deeds elections were moved from November and included in the April General Election along with other City Offices. (Consolidation Study Report)
- In 2015 the Kansas Legislature amended the statutes to move the April General Elections to the 1st Tuesday in November; and the term of office would commence the 2nd Monday of January. (KSA 25-21a01)
- In 2016 the Commission amended Code section 2-52 to conform with the legislative change (0-23-16)
- In 2019 the Legislature again amended the statutes to allow Cities to adopt a resolution allowing the term of office to commence on or after December 1st but not later than the 2nd Monday in January. (SB 105)

This is a history that was presented last time. It shows how the terms of the various local offices changed from the odd years to the even years, and then it went to the beginning of a January term. Last year, the legislature amended the statute to allow a city, but did not require, that a city adopt a resolution allowing the term of office to commence on or after December 1st, but no later than the second Monday in January.

ACTION

- Should the Commission alter the term of office commencement date?
- Section 2-52 is Amended to so that the term of the Mayor and Commissioners begins the Monday before the 2nd Commission Meeting in December.

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Based on the comments of the standing committee, one of the questions was, should we alter that commencement date? The indication I got was a yes, it should. So, we amended Ordinance Section 2-52 so that the term of the mayor and the commissioners would begin on the Monday before the second commission meeting in December. We felt this would allow enough time to complete the election, the canvass, and allow some time for some orientation, but still not have a big lag between that and the January date.

ACTION

- If so, what offices should be included?
 - Section 2-141 is also amended to include the offices of Register of Deeds and Sheriff.

The next issue is what offices should be combined. There was some discussion that it also could include the Register of Deeds and the Sheriff's Office, since they were part of the consolidation study report that included those offices in the local elections. The direction, I believe, was that we should do that. The change to the Monday prior to the second meeting in December was also changed for those two offices.

ACTION

- Section 2-57 is amended to establish and adopt the biennial calendar at the 2nd Commission Meeting in December.

The third thing was kind of just a cleanup detail to amend the commission meeting schedule so that the meeting would be adopted shortly after the new commission took place. We amended Section 2-57 so that the calendar, which is adopted every two years, would be adopted at the second commission meeting in December.

That's really the geniuses or whatever. The reason for the current orders that's under consideration is we ask that that be adopted.

Chairman Markley asked, questions?

Commissioner Philbrook said just a quick question. I'm sure you know the answer to this. As I was perusing this fine document, I was wondering somewhere else it says that each term—each one of the alternating terms, both of them are four-year terms and to elect half at a time. That's somewhere else in the document. **Mr. Moore** said correct. That is not under one of the ordinances that we're amending. **Commissioner Philbrook** asked, what? **Mr. Moore** said that's in a different section. **Commissioner Philbrook** said that's why I'm just asking; making sure because when you read a little piece, you always like to know what it relates to. Thank you.

Action: **Commissioner Philbrook made a motion, seconded by Commissioner Kane, to approve.**

Chairman Markley said we have a motion and a second. Roll call.

Roll call was taken on the motion and there were five "Ayes," Philbrook, Kane, Ramirez, Bynum, Markley.

Item No. 2 – 2025...Item No. 2 - ORDINANCE: BOARDS AND COMMISSIONS

Synopsis: An ordinance relating to the nomination, appointment and term of members, vacancies and removal of members, compensation and meetings of the various agencies, boards, committees and commissions created by or under the authority of the Unified Government Commission, submitted by Ken Moore, Chief Legal Counsel.

Chairman Markley said this is a related item.

Rules Governing Certain Boards, Committees and Commissions Created by the UG Commission

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Ken Moore, Chief Legal Counsel, said this one was not as so easy. I'm still not sure we have it right, quite frankly. **Commissioner Philbrook** said it's a beginning. **Mr. Moore** said that's kind of my thought. Kind of what I'm proposing at this time is that we kind of lay out some methodology of how we went about adopting the rules for certain committees.

What I did is I just addressed the committees that are listed in Chapter 2. We have committees that are in Chapter 8, Chapter 18, and Chapter 25, I mean, they're throughout the Code, depending on the function of the committee. What I wanted to focus on were the ones we have, I believe, like 11 committees that are in Chapter 2. Some of which each one of the commissioners appoints one member to; some of which have hodgepodge of membership. I basically addressed those. What I tried to do is to go through—

OBJECTIVE & SCOPE

- To standardize the nomination, appointment and terms of members, vacancies and removal, and rules applicable to meetings of the Committees whose members are appointed by UG Commissioners and which are governed by Chapter 2 of the Code.
- Primarily addresses 6 committees
 - Wyandotte County Developmental Disabilities Advisory Board
 - Housing Authority
 - Solid Waste Management Committee
 - Corrections Advisory Board
 - Area-Wide Advisory Council on Aging
 - Law Enforcement Advisory Board

the objective was to try to standardize the nomination/appointment and the terms, how vacancies are resolved, how members can be removed, and the rules applicable to the meetings for those committees where the members are appointed by the UG commissioners and contained in Chapter 2. So, it primarily addresses those six committees.

I think Commissioner Bynum asked about the Development & Disabilities Advisory Board. That committee still exists in Chapter 2, but in Chapter 18, we combine the Disabilities Advisory Board with the Human Relations Board. I really have to find out—that's a separate—I have to rely on Mr. Cross, my boards and commissions expert, to tell me if that is a separate

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board or if we just have two ordinances that govern that so we can clean that part up too. Those are kind of the six primary committees that we looked at.

The other thing is, it has limited application to those committees that the Commission does not appoint members to. For example, the Mayor's Council on Domestic Violence, the Teen Advisory Council, those are primarily just committees appointed by—they're kind of ad hoc committees in some ways. Most of the membership is appointed by the Mayor.

The Public Building Commission, we have a separate charter ordinance which defines those members. They're by office, so they're not really commission appointments. The Juvenile Corrections Advisory Board is a statutory creation that, again, defines on who's on that committee.

SCOPE

- Limited or no application to the Chapter 2 boards, committees and commissions whose members are NOT appointed by UG Commissioners.
 - Mayor's Council on Domestic Violence
 - Public Building Commission
 - Teen Advisory Council
 - Juvenile Corrections Advisory Board

Again, this is what I alluded to earlier.

Commissioner Philbrook asked, so does that mean none of those committees that you just mentioned were voted in? None of those committees were voted in by the full Commission? They were just appointed by the Mayor? I'm just asking. **Mr. Moore** said there's different contents, I guess. I guess what I really mean to say is that the draft ordinance that I have submitted, does not affect the composition of those particular committees. The ordinance that I submitted—**Commissioner Philbrook** said you didn't answer my question, but that's okay. **Mr. Moore** said okay. I mean I can go through and tell you.

Chairman Markley said he kind of did. He said there are different methodologies, so we may be approving some of the Mayor's appointments—**Commissioner Philbrook** said that's what I'm asking—**Chairman Markley** said but we are not the ones appointing. **Commissioner Philbrook** said no, I understand that difference. I just wanted to make sure that I understood whether we were—if these were something that he brought before us or she, if we get a female

mayor again, that we were asked to vote them in or he just, you know, put them in. That was the question.

Mr. Moore said the Mayor's Council on Domestic Violence has no set number. The Mayor appoints all the members representing local groups. The Juvenile Corrections Advisory Board has 16 members, 6 of which are, by their official capacity: the Sheriff, the Police Chief, the District Attorney, and one member is from Bonner Springs, one is from the three different school districts, and there's 3 members appointed by the Board of Commissioners. The UG staff recommends those and the Commission appoints them. **Commissioner Philbrook** said thank you.

The Teen Advisory Council is 10 persons reflective of the community who either work or volunteer, appointed by the County Administrator, subject to the approval of the Mayor. The commissioners may make recommendations for nominations.

They're just separate from where you each get one appointment.

SCOPE

- **Does NOT apply** to other boards, committees and commissions whose members are appointed by the Commissioners and governed by other Articles of the Code.
 - Alcohol & Drug Fund Advisory Board
 - Board of Building & Fire Code Appeals
 - Golf Advisory Board
 - Commission on Human Relations
 - Landmarks Commission
 - Wyandotte County Library Board
 - Board of Parks Commissioners
 - Planning Commission/Board of Zoning Appeals
 - Rental Licensing Appeals Board
 - Downtown SSMD

Again, these are other boards contained in other chapters, other than Chapter 2, which are not addressed in the draft ordinance which is submitted.

Membership

- Members are nominated by a Commissioner and appointed by the full Commission.
- Terms ***coincide*** with the term of the appointing Commissioner.
- Members continue to serve until successor appointed.
- Office automatically forfeited for failing to attend 3 consecutive meetings
- Members serve without compensation; expenses may be reimbursed.
- Members can be removed by the nominating Commissioner or the Mayor without cause, subject to approval of full Commission
- Members can be removed by other Commissioners for cause.

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What I tried to do is standardize the general process for how members are nominated, how they're appointed, the terms when the term starts, things of that nature. Then what I did is I deleted the portions that duplicated that in the individual sections or that contradicted this type of setup. I really just have some general provisions at the beginning of the chapter, which outlines the general things that are applicable to all of the commissions that it affects.

The members are nominated by a commissioner, but subject to the approval of the full Commission. There's language in there that the terms coincided with the term of the appointing commissioner, but then there's language in there that the term would like begin on March 1st or April 1st, so I just left it as the terms coincide. So, on the day your term starts is when you're able to appoint people to those boards.

My thinking, and this is for discussion, but my thinking was that there are also specific provisions in there that the existing members stay on the board until their successor is appointed. So, it's not like you just have a bunch of vacancies. The other people would remain until the successor is appointed.

Some boards had this, some others did not. Your office automatically forfeited for failing, without excuse, to attend three consecutive meetings. That's excused from the board chair. The members serve without compensation, but there's provisions that they can be reimbursed for expenses.

Members can be removed by the nominating commissioner or the Mayor for pleasure, if you will. There doesn't have to be any cause. If a particular commissioner nominates someone but did not like how that board member was doing the job or not attending meetings or whatever, they can move to have that board member removed. Since they only appoint and the full Commission actually appointed the person, I'm sorry, since they only nominated and the full Commission appointed, the full Commission would have to approve that removal. Any commissioner can have any board member removed, but only for cause and only after a hearing and only after approval by the entire Commission.

Chairman Markley said I think Commissioner Bynum has a question. I just wanted to clarify that last point. It says by approval of the full Commission and you said or removal for cause by approval of the full Commission, but it actually just be a majority of the Commission, correct? **Mr. Moore** said correct. **Chairman Markley** said it doesn't have to be unanimous. **Mr. Moore**

said I'm sorry, by six votes. It takes six votes to appoint a member—six votes of the full Commission to appoint a member, so six votes could remove a member.

Chairman Markley said, Commissioner Bynum.

Commissioner Bynum said so on this slide where the second item is terms coincide with the term of the appointing commissioner. So, if I am sworn-in in December, but I fail to make an appointment until May, that person's term is still up at the end of my term whether they served four years or not, is that correct? **Mr. Moore** said that's correct.

Commissioner Bynum said with regard to the very next bullet point, I'm sure it's important. **Mr. Moore** said my thinking was is that instead of—this, again, is subject for discussion. Initially, there's some discussion that if you needed some time to get people on these boards—**Commissioner Bynum** said so, I think what I'm thinking, I apologize, I think what I'm thinking with regard to this one is, I've got several members of boards and commissions that I had to reappoint because, of course, we had that six-month lag time, if you will, from when I was first elected to the second time I was elected, and there's that six-month period of time because those dates changed. I had commission appointments that expired. I had to reappoint them and we voted on them. For whatever reason, those appointments are expiring again within a year of me having just reappointed them.

I'm thinking of that scenario where you might have an appointment that's expired, but we are saying that whether your term is expired or not, you're going to serve until your successor is appointed. Am I stating that correctly or incorrectly? **Mr. Moore** said no, that's correct. If you come into office and you're sworn in and you know that you have people you want to put on certain boards or committees, you can appoint them at that point in time. If you need time to do that or if you're satisfied with the existing person, you can either appoint them again or you can wait. There's no deadline for when you have to make an appointment, but that term would start the same day yours would. The person before, again, would continue to serve until their successor is appointed. They can obviously resign, which would create a vacancy, which would cause action. That was the thinking behind that.

Commissioner Bynum said, I'm sorry, I have one more question. On the very last item when we say, can be removed by other commissioners for cause, is that in the current ordinance? **Mr. Moore** said yes. **Commissioner Bynum** asked, when we say for cause—**Mr. Moore** said it's in the current ordinance for some, but not all, so I just standardized it for all. **Commissioner Bynum** said okay. I'll leave it at that.

Commissioner Kane said, Ken, if they automatically forfeit, if they miss three in a row, they're gone no matter what? There's no decision? **Mr. Moore** said no. There's no action required by the Commission. If the clerk notified—if they're notified by the chair they've missed three meetings without an excuse, then there's no action required and it creates a vacancy, which the appointing commissioner would then have to fill.

Commissioner Kane asked, what happens if they're late all the time? Does that make a difference? **Mr. Moore** said it's fails to attend, so I guess if they're late all the time, and that was a problem for the appointing commissioner, that could be addressed in the next to the last. You could have them removed by the nominating commission—with the approval of the nominating commissioner by the approval of the Commission.

Commissioner Philbrook said when you say coincide, I understand the coincide part, but let's say you get reelected. Do you need to bring forward that slate of people that you want put back on? Is it back on or they still stay because you're staying? **Mr. Moore** said—**Commissioner Philbrook** said I'm just asking. **Mr. Moore** said in some ways, that gives some flexibility because there's no requirement that you appoint people by a certain time. **Commissioner Philbrook** said no, I understand. **Mr. Moore** said if you're reelected and you want to wait and see, you can do that. **Commissioner Philbrook** said no. I don't mean that. I'm just asking because it coincides with my term. My term is up, but I don't get reelected; I understand that. But, if I get reelected, if I should run again and I get reelected, do I need to put all those people forward again to be put back on those committees? That's the question. **Mr. Moore** said I would think yes. **Commissioner Philbrook** said thank you. **Mr. Moore** said I think a delay in doing that would keep the people there, it would extend. They would remain in that position. **Commissioner Philbrook** said I understand that. Thank you.

Chairman Markley said all right. Any other questions or specific discussion points on those issues we just discussed? Okay, forging ahead.

QUORUM & MEETINGS

- 51% of the Membership constitutes a quorum.
- Action can be taken by a majority of a quorum.
- Meetings are called by the Chair and can be held anywhere within the boundary of operations.
- Minutes of Meetings are to be filed with the UG Clerk and forwarded to the UG Commission.

Mr. Moore said okay. It also standardizes that 51% of the membership constitutes a quorum. Many of these committees, of course, are 11 members since you each appoint one, but some are 12. For example, the Housing Authority is 12. They would have to have 7 members to constitute a quorum. Action can be taken by a majority of a quorum. This is similar to the Planning Commission as opposed to the UG Commission. This operates the same way as the Planning Commission does. If they have a quorum, if the majority of the quorum takes action, then that's acceptable; whereas, the Commission, you have to have 6 votes to take action.

Meetings are called by the chair. It can be held anywhere within the boundaries of the operation of it, of the committee. That's kind of important for some of these committees; maybe not these, but some have to deal with the people in Leavenworth, for example, if that was deemed necessary.

Something, again, that we standardized is that they're to keep minutes. Those minutes are to be filed regularly with the Clerk and you are to get copies of those minutes, so you know what the committees do, with your weekly business material/routine business materials.

Commissioner Bynum said going back then, 51% of the membership constitutes a quorum. I think going back then, we do need to identify since one of the boards that we are saying these changes will impact is listed as Wyandotte County Developmental Disabilities Advisory Board and we actually combined that with Human Relations. I would like clarity around whether the Advisory Commission on Human Relations and Disability Issues is, in fact, one of the boards that would fall under the 51% of the membership constitutes a quorum. That is one of the issues that board was facing regularly.

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Chairman Markley said I think when we combined those boards, what we did was we allowed all existing members of both boards to be retained until their terms expired, and then there's only one set reappointed was the idea. Since half of them weren't showing up to begin with, I'm not sure how that actually functioned and practiced. **Mr. Moore** said I have to look into that more. Like I say, I think there may be a conflict because one, The Wyandotte County Development and Disabilities Advisory Board is in Chapter 2. It's 11 members appointed by the 11 of you. But Chapter 18 is the one, I think, that has combined—that's the chapter on Human Relations and combine that. It has a different makeup, a different composition.

Commissioner Bynum said I guess I would say in response, I do make a nomination to the Advisory Committee on Human Relations and Disability Issues, but I have not been asked to make a nomination to WDDS, ever.

Commissioner Philbrook said when we worked on this, Angelia and I—sorry, Commissioner Markley and I, and one other person, we did intend for those to be combined as one. We thought that definitely needed to be a part of the other committee. If you have a reason, if you can tell us why you really don't think they belong together, come back later with that. That would be great. **Mr. Moore** said, no, I'm not saying that. I'm just more confused as to how this is listed in our Code more than anything else. There's an editor's note on both of those sections which says what happened back in 2016, but I'm not sure it's carried through in our Code. **Commissioner Philbrook** said so, I guess we need to address that. **Mr. Moore** said yes, we do. **Commissioner Philbrook** asked, can we?

Commissioner Kane asked, are we ready to go forward with this next thing or do you want more time? **Mr. Moore** said in some ways, I guess, I feel comfortable with what I've done with just the committees that I've addressed, but I do have some questions on that one. So maybe I should say no.

Chairman Markley asked, is there more presentation that we should go through to make sure we don't have additional feedback? Okay, well, there you go. Is there any additional feedback other than concern about that particular committee status before we send Ken out to help figure out what that committee status is?

Commissioner Bynum said just another, I'm sorry, just other question. Back before we combined those two, or thought we did, WDDS was actually an entity. Gordon, you're the expert here. That entity received mill levy support in the budget for their services. **Gordon Criswell, Assistant County Administrator**, said correct. **Commissioner Bynum** said it just makes me wonder if there's a statutory component to that side of it. **Mr. Criswell** said the Advisory Board on Wyandotte County Developmental Disabilities Advisory Board, I believe under the state DD Reform Act, that is a required provision under state statute.

We combined the Human Relations Commission and the Commission on Disability Affairs, which was different than this board. **Commissioner Bynum** said okay, because what I'm saying is, if I request my list of boards and commissions tomorrow, I'm confident that I am not going to see WDDS listed as one of the boards and commissions that I need to make an appointment to because I think it doesn't exist anymore. That's what I'm saying.

Mr. Moore said the committee that's listed in Chapter 2, that's the one that has provisions about the mill levy and setting all that. The one in Chapter 18, the Human Relations Board, does not have those provisions. That's pretty much a creation of the commission as opposed to any statutory authority. I'm leaning towards the Chapter 18 committee, unless Gordon, help me there, is maybe the one that's duplicative as opposed to the one that's in Chapter 2.

Mr. Criswell said I think the Advisory Board on Disability, let's see, where is that—Wyandotte Developmental Disability Advisory Board, I think, by statute, that board is made up of parents and providers of services to folks with developmental or intellectual disabilities. The Human Relations Commission and the Advisory Commission on Disabilities is what we combined, I believe, with the Human Relations Commission.

Mr. Moore said in Chapter 18, it says the Commission on Human Relations and Advisory Committee on Disabilities are abolished. The Commission on Human Relations and Disabilities Issues is created, but there are still provisions in Chapter 18 about membership.

Chairman Markley said okay. I think, if I'm trying to reflect the consensus of the group, that we have good feelings about the concepts presented here tonight, but we want to make sure that we are addressing those committees correctly; and if we need to make some edits somewhere else to make everything clear, that we are doing that as part of this package. Is that a good

reflection of our viewing? Don't talk all at once. **Mr. Moore** said I guess my—if these provisions here, if you're satisfied with those being applicable to the ones where you appoint and, again, it's primarily the ones that you each appoint members to, then we can clean up the different committees and come back with a new and refined version.

Chairman Markley said good. Anyone else have any questions, comments?

Commissioner Ramirez said for, and this is—I'll probably be the first time I say this because it is probably a stupid question. In the section for the application of Division 1 saying that all of these new requirements are to be for all boards and commissions that have been created. Is there—because I see that for the Housing Authority, there's 12. The Mayor has 2 appointments. Is there a reason for that? **Mr. Moore** asked, that the Mayor has 2 appointments? **Commissioner Ramirez** said it's because it says that—because the Housing Authority would fall under the Commission where all of us would have an appointment. That's 1 through 11, including the Mayor. Then it says here, 12 shall be appointed by the Mayor/CEO. So, that means the Mayor would have 2 appointments. **Mr. Moore** said his second appointment is actually a resident of the Housing Authority. **Commissioner Ramirez** said okay. I just wanted to clear that up. I was confused about that. Thank you.

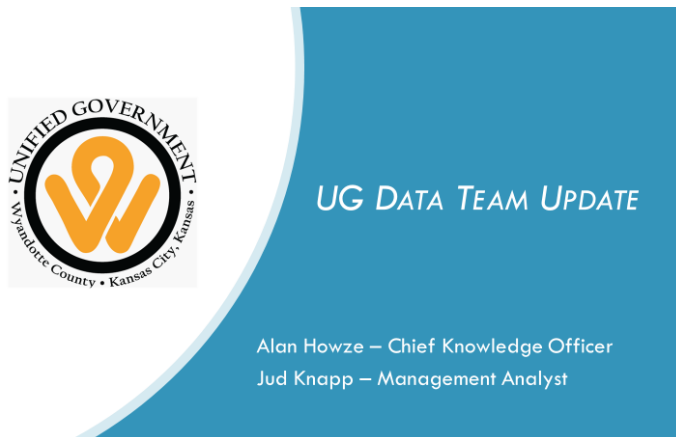
Chairman Markley said all right. Anything else? We'll expect to see Ken back with us to answer all of our difficult questions about what we did with some boards we thought we had combined.

Commissioner Bynum asked, in the meantime, are you asking for a vote on everything else? **Chairman Markley** asked, Ken, is your preference that we move the rest of it forward or that we just wait and clarify and then move it all forward? **Mr. Moore** said I really think I would rather wait because I want to make sure I'm clear on that Human Relations Board and make sure they're not duplicative. I really feel that the one in Chapter 2 remains because that's the one that addresses the mill levy issues, but I want to make sure of that. **Chairman Markley** said okay, then we will wait. Thank you.

Action: No action taken.

Item No. 3 – 201111...UPDATE: UG DATA TEAM ACTIVITIES

Synopsis: Update on the activities of the UG Data Team, including the annual update on open data, submitted by Alan Howze, Assistant County Administrator.



Alan Howze, Assistant County Administrator, said we have an informational only item here for you to end the evening, which is an update on the UG Data Team. This is an outgrowth—well, first I'll say, Commissioner Kane noted, I'm not feeling 100% today so, if I stumble over my words, that's why. Give me a little forbearance.

In November of 2016, the County Administrator signed out an open data order. Constituted in that an effort across departments to make UG data more available, more transparent, and available for not only internal departments, but for anybody who's interested. So, you'll hear tonight an update on that journey.

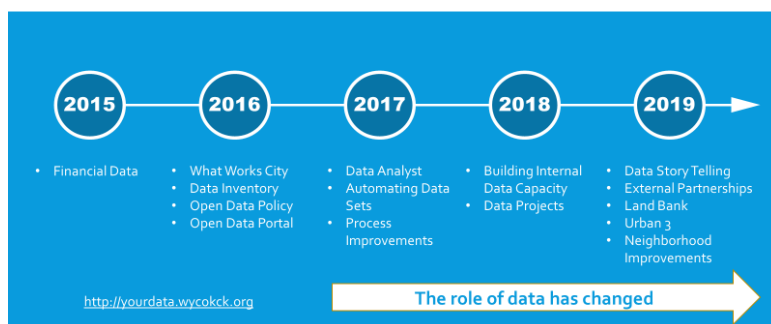
To my left is Jud Knapp, our UG Data Analyst. He's been working hard with his team on this effort.

USING DATA TO SUPPORT COMMISSION PRIORITIES



Really, starting off using data to support the Commission priorities, you go all the way around that wheel and really in every area, we're using data and working with departments to support operational enhancements, operations, as well as in a policy that comes before this governing body; really trying to infuse data into all aspects of the Unified Government. As we go through the presentation tonight, you'll see at the bottom of the screen the link to the data portal, the open data portal, so those who are watching at home, if you want to pull that up, it's yourdata.wycokck.org. You can see the data that's available.

UG'S DATA JOURNEY

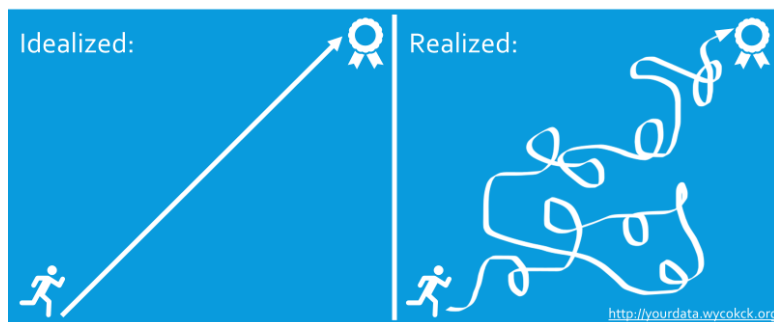


UG's data journey really began back in 2015. I'd be remised if I didn't note that Jud was one of the original people back in 2015 who was on that journey in the Budget Office at the time. It started with opening up financial data. Then in 2016, the UG worked with What Works Cities - Bloomberg Philanthropies on a project that included as part of that, the open data, the open data effort and created a data inventory and open data policy in portal. 2017, Jud moved into the role as the first UG Data Analyst and began automating datasets and setting off a series of process improvements. 2018, we began building internal data capacity. We started using the

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AmeriCorps VISTA support for the first time and have had great success with that and started kicking off a number of data projects. In 2019, that really began to shift to data storytelling to working with data with external partnerships like Code for KC, as you'll hear a little bit about, supporting the Land Bank, Urban3 analysis, that the Commission saw last year, and neighborhood improvements.

SUCCESS AS A PROCESS



So, again, through all this building capacity and infusing data into all aspects. As Jud will be the first to tell you, it's not a straight-line on this. It's really been a twisty, turning road; one step forward, two steps back kind of thing, but making consistent progress in terms of the datasets that are available and the partnerships that are developed across the organization. I sort of really wanted to focus and highlight that partnerships and people are really at the heart of this and the effectiveness of the data team to build and forge relationships with departments to be able to support them in what they're trying to achieve. It's not data for data sake. It's really data for the efforts to improve and provide services to residents and businesses.

WHAT ARE WE DOING WITH DATA?

- Make data **available** to everyone
- Use data as **enterprise-wide** resource
- Supporting **SOAR & Neighborhoods Up** initiatives
- Drive **data-driven** decisions
- Give **residents** neighborhood information
- Enhance **transparency**



<http://yourdata.wycokck.org>

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So, what are we doing with data? Making data available to everyone, using it as an enterprise-wide resource. Again, you think of that as something that's available to all departments, supporting SOAR, and the Neighborhoods Up initiative, other core initiatives across the UG, data-driven decisions, neighborhood information, and transparency.

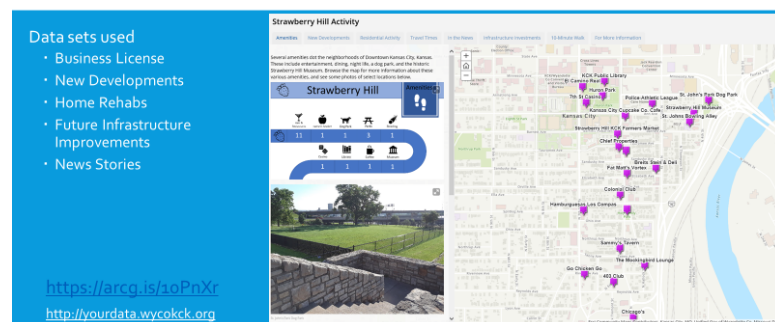
So, with that, I'm going to turn it over to Jud and he's going to take you through the rest of the conversation here.

DATA STORYTELLING

Jud Knapp, Data Analyst, said through my part of this presentation, there's three things I want you to take away from it: what is data storytelling, improving our data management, and infusing data in the culture of our city.

So, what is data storytelling. Data storytelling is basically taking multiple datasets and combining them into one so you can tell our story.

STRAWBERRY HILL



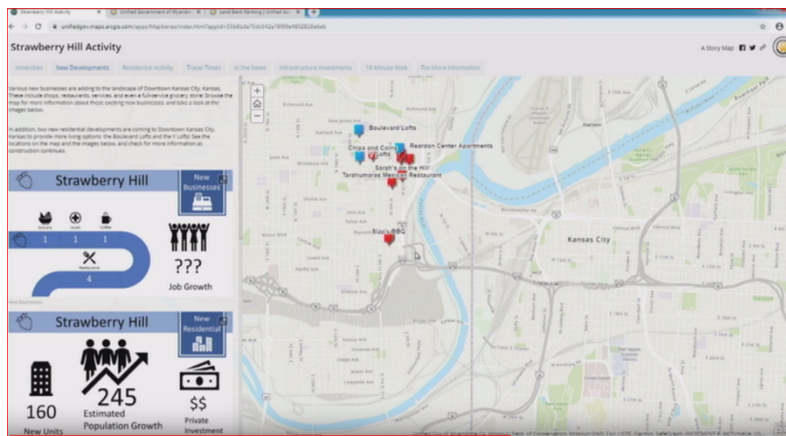
A great example of this is with our Strawberry Hill story map. This initially started from answering the question, What do developers want to see in our community and what do potential residents want to see, like can I provide that information to someone in one place? So, let me open it up for you.

So, the first item we have here is amenities in Strawberry Hill. This is all the bars and restaurants that you could eat. The idea here is like where are items that are walkable so you can buy a house. I could walk to Breitt's and have a Rueben.

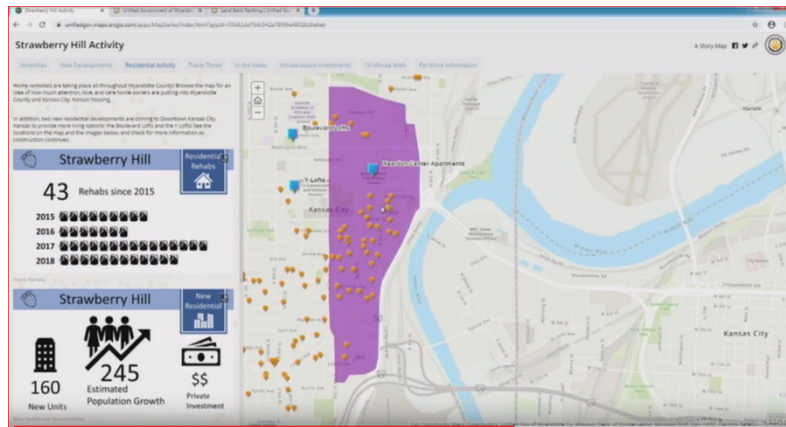
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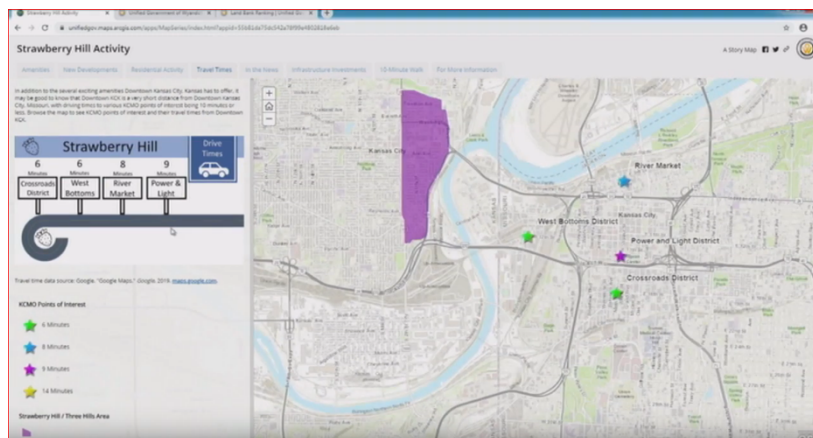
So, we made a nice little infographic up. There's 11 bars and restaurants in our Strawberry Hill polygon. Here's one farmer's market, one new dog park, three parks. So, just to kind of just highlight what is around the area in Strawberry Hill.



Then, this is for like the developers, what other developers have like invested in. What new businesses do we have in Strawberry Hill? There's Sarah's on the Hill, Slaps BBQ, the Merc, and we have the Boulevard Lofts, the Y Lofts, and the Reardon Center Apartments on there too. We're increasing our housing supply by 160 units.

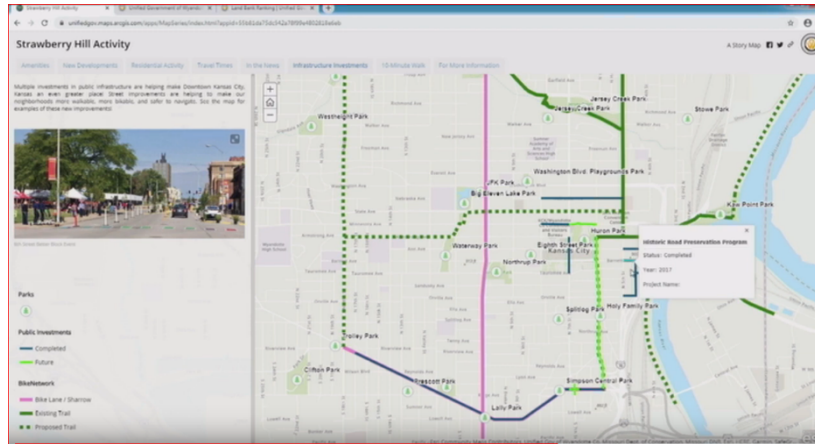


Residential activity. These are all the little dots are all the rehabs that happened since 2015. We've had 43. This basically shows where people are investing into their own homes or we have flippers investing into their homes. We have our new residential units, again, at 160 with the Boulevard Y Lofts.



Then we have travel times. This was basically you are eight minutes away from the River Market. This was basically made for the people that sit in traffic on I-35 coming from Johnson County. You're sitting in traffic, but yet you could come live in Strawberry Hill and be within eight minutes of the River Market.

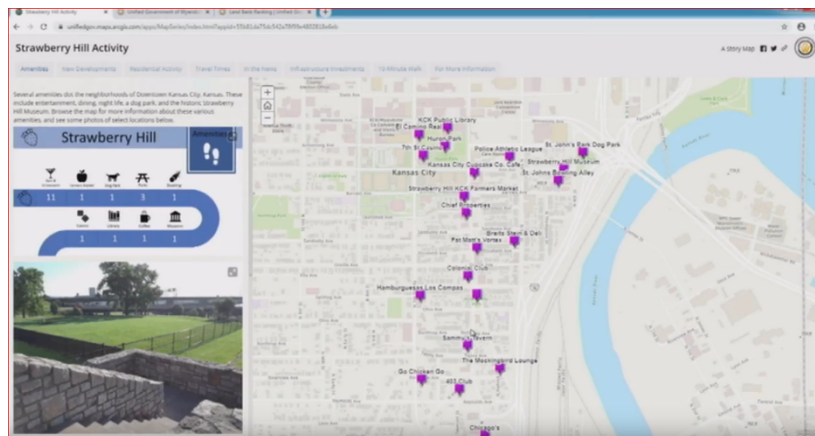
Our infrastructure improvements. These are all of our public investments that are completed and our future investments.



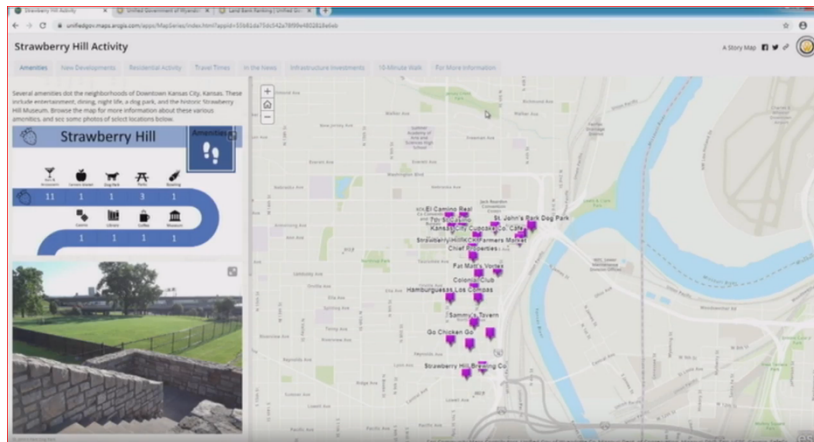
I believe, if you click on it. Here's these roads were repaved in 2017.

There's also where parks are in the area, and a proposed trail network.

Commissioner Kane asked, how many parks was that again? **Mr. Knapp** said three in the Strawberry Hill polygon. **Commissioner Kane** asked, just in the little area right there? **Mr. Knapp** said yes. **Commissioner Kane** asked, just in that little bitty area, they have three parks? Wow!

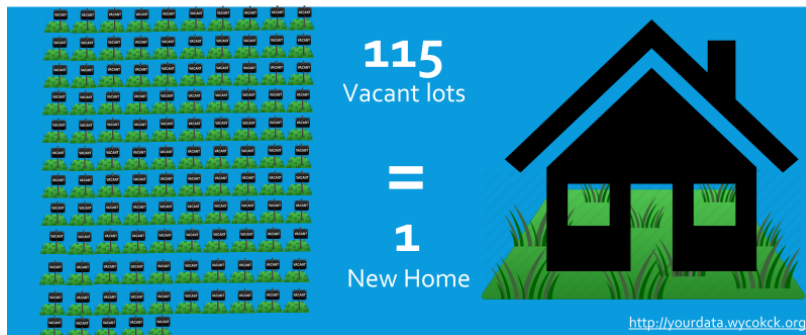


Mr. Knapp said there's St. John's, there's the Holy Family Park, and I believe the polygon goes up to way up north here



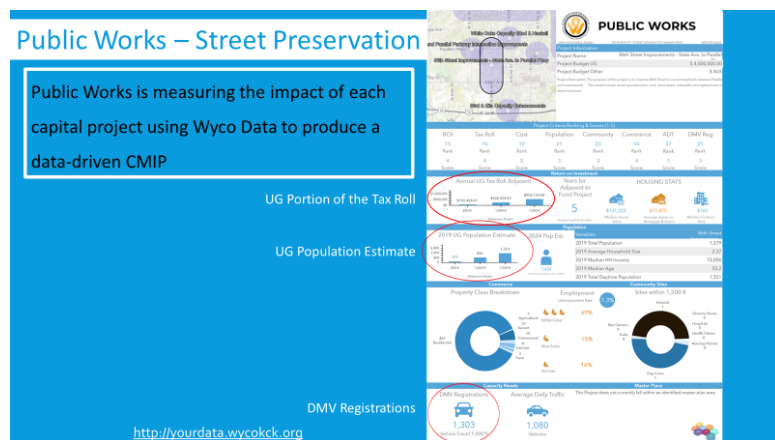
and it grabs Jersey Creek Park too. **Commissioner Kane** said three parks.

LAND BANK - YARD EXTENSIONS NEEDED TO EQUAL THE REVENUE FROM ONE HOUSE



Mr. Knapp said this was another example of us using data. This is a very simple infographic that we created. How many yard extensions would it take to equal the tax revenue from one home? It's 115 yards extensions equals the value of one home. There's a lot of data behind this.

We worked with Economic Development to identify the Land Bank properties. We worked with Finance to estimate the cost of a new home. Then we used Appraiser data to figure out the value of a vacant lot versus a new home. This is a very simple graphic, but we're using data and people from all over the organization.

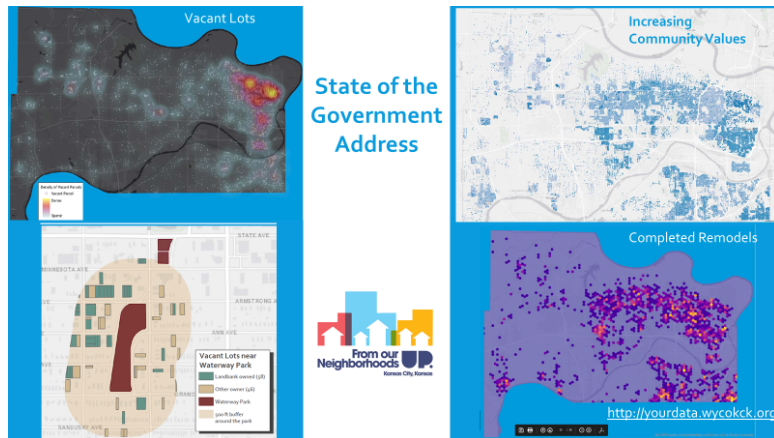


Rob Anderson, our Asset Manager in Public Works, has the capital projects. He created this. He grabbed datasets that we had already made last year and threw them in here to add value to his work like the UG's portion of the tax roll, and then he put buffers around it for 250 feet, 1,000, and 1,500 feet to see how much value is around each project. The UG population estimate. He did a similar buffer on how many people live under it. Our DMV registration, how many cars are within 1,500 feet.

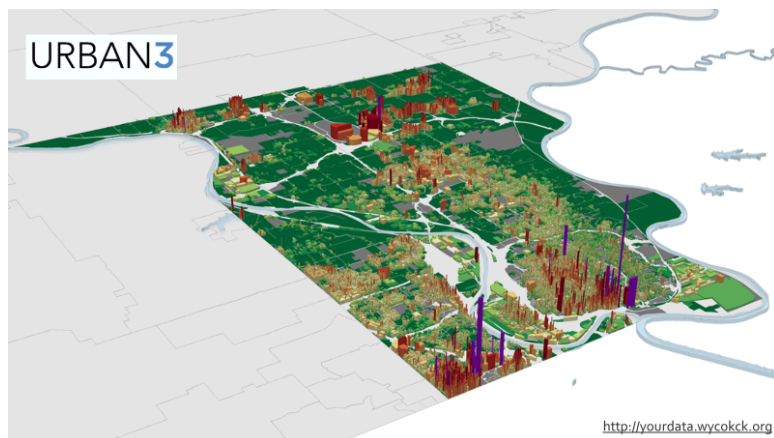
Chairman Markley said, Commissioner Bynum.

Commissioner Bynum said just to stop here. I think this was what you all brought us in one of the Public Works' presentations as we began looking at CMIP. This is the section where it helps us to identify and understand better the cost, if you will, of the infrastructure that goes along with development. Does that, is that fair? **Mr. Howze** said maybe shift a little bit. It is the cost is fairly straightforward in terms of estimating cost. I think what—and Rob is here, so he could probably speak to it much better than I could. It is the benefits, the number of—it's getting closer to a return on investment kind of—**Commissioner Bynum** said a much better way to say it, yes. Thank you.

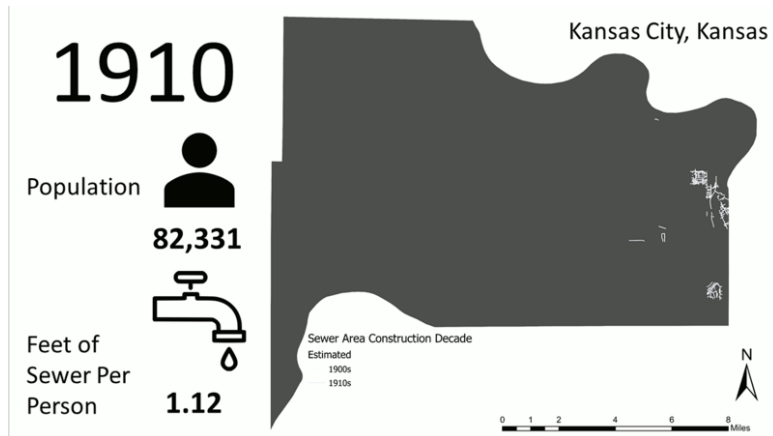
Mr. Knapp said I do have to say Rob Anderson took this work and did it himself. He described stuff we've already previously done and just added to it.



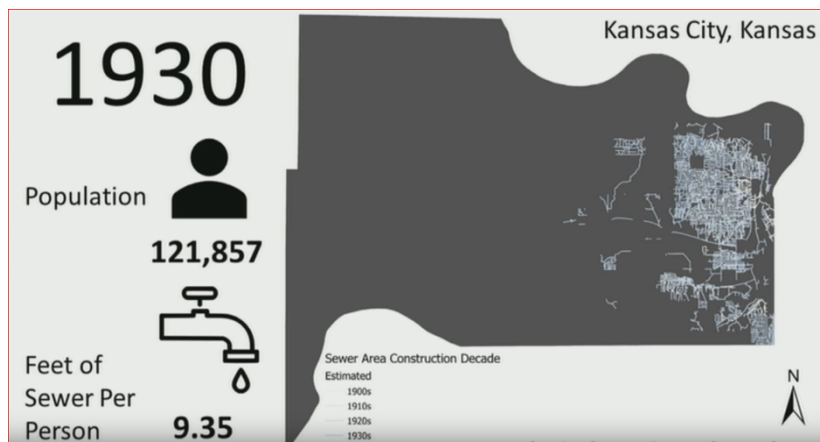
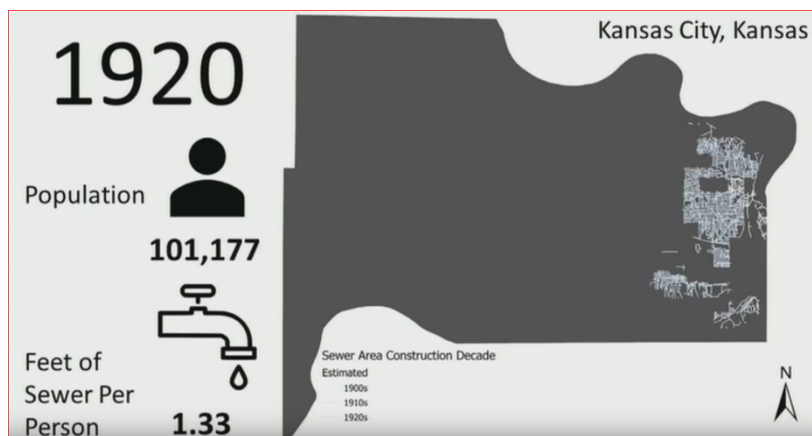
Our data was in the State of the Government Address. We worked with the Mayor before the Address and talked to him and seen what he was wanting in his presentation. We came up with where's all our vacant lots, where's our community values increasing between 2018 and '19. The bottom left there is all the lots around Waterway Park. What happens if we put houses on each one of those vacant lots? How much tax revenue would we get? Where are all our completed rehabs?

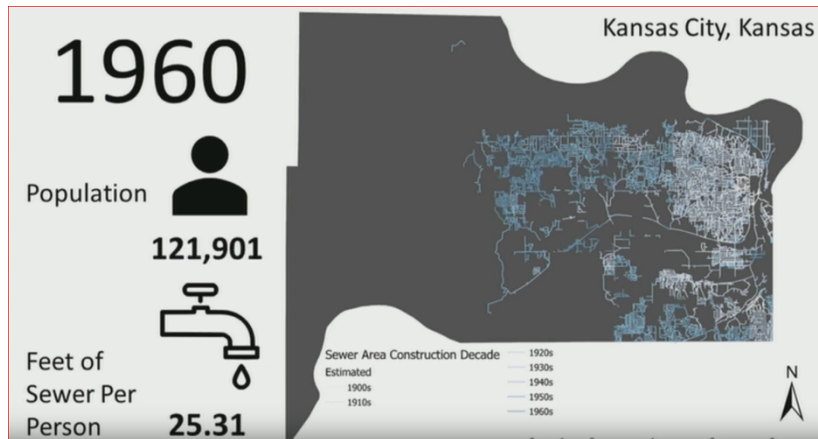
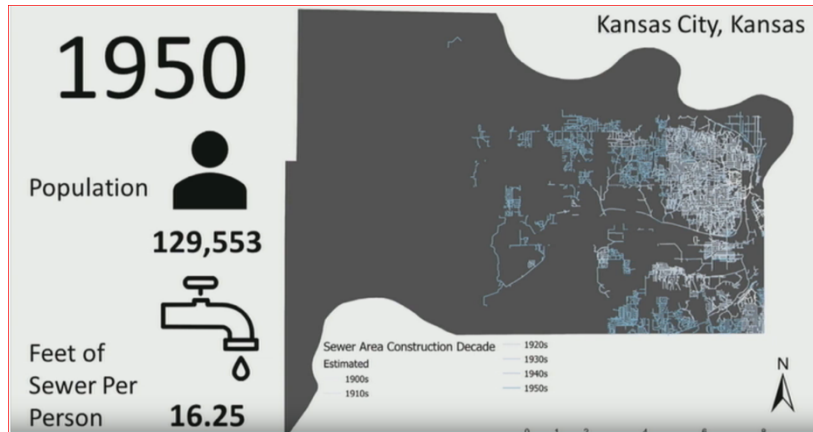
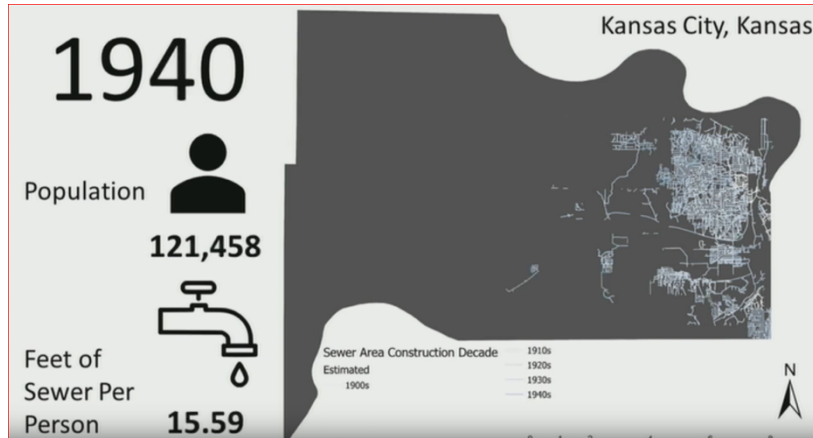


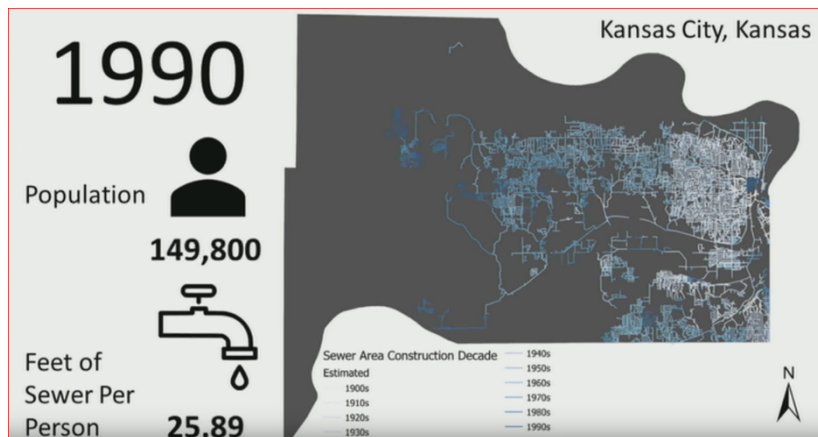
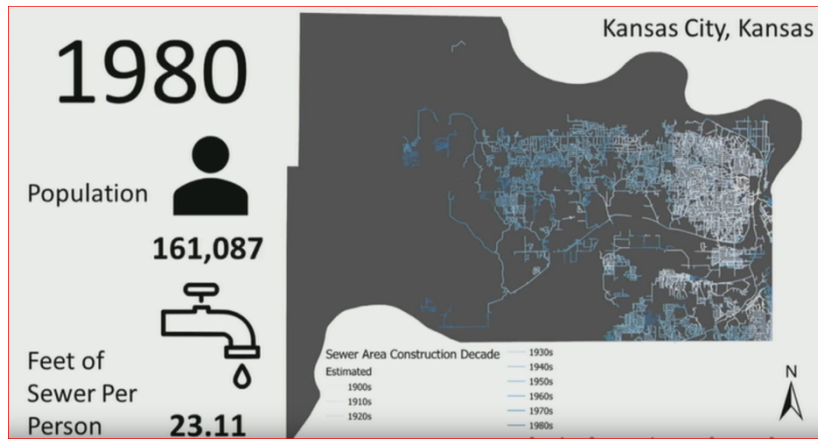
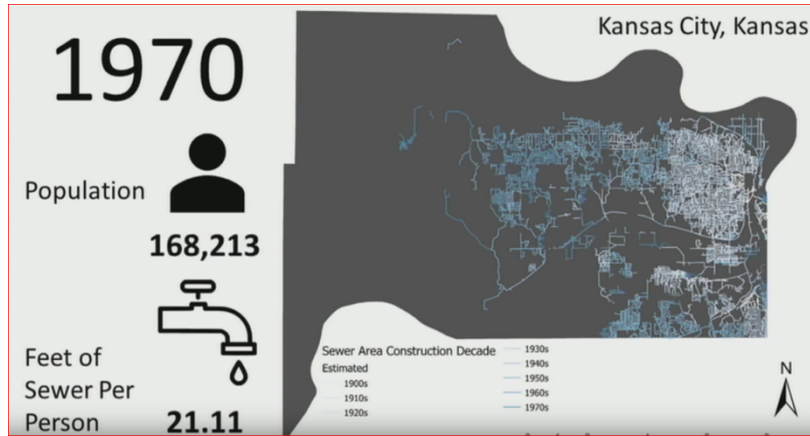
This is Urban3. They're a consultant that we've supplied data to that specialize in tax productivity per acre. They provided this great 3D map of where we, as a city, receive most of our tax revenue. It mostly comes from downtown, KU, and the Legends. There's property values, property taxes, and there's sales taxes involved in this.

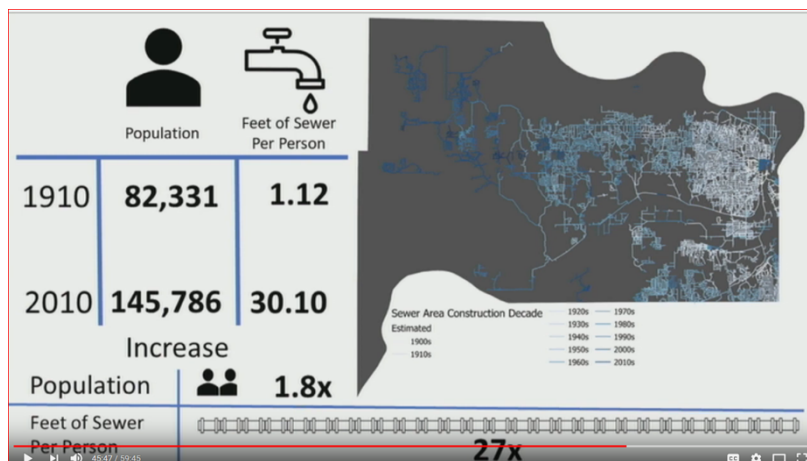
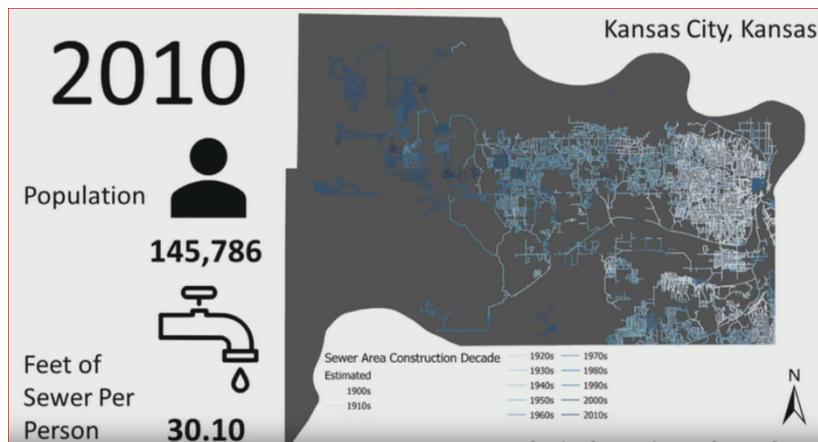
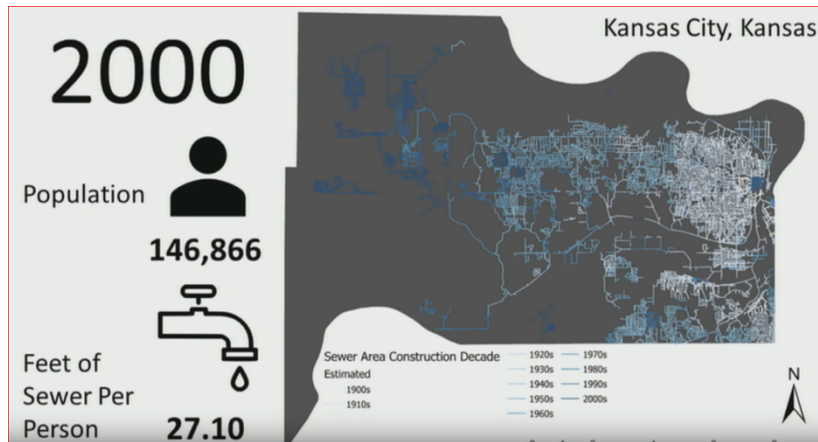


In talking with them, they showed us another infographic from Lafayette, Louisiana. It was pipe construction over time and they combine that with population. We and the data team and Public Works decided that we could probably make that. We're going to run this. It runs from 1910 to 2010 and keep the population and the feet per pipe change at the time.

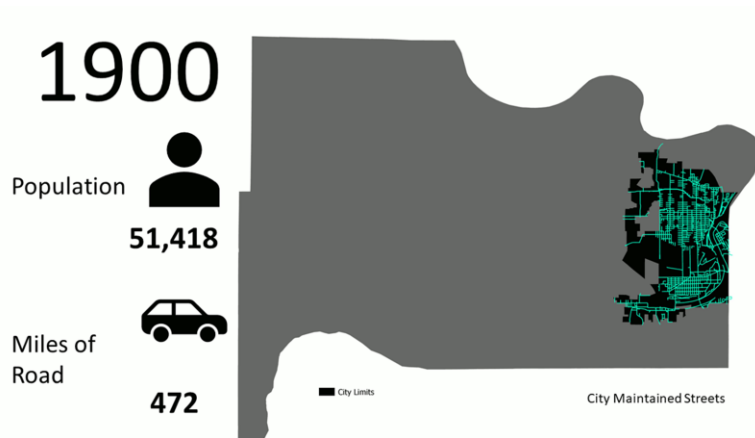




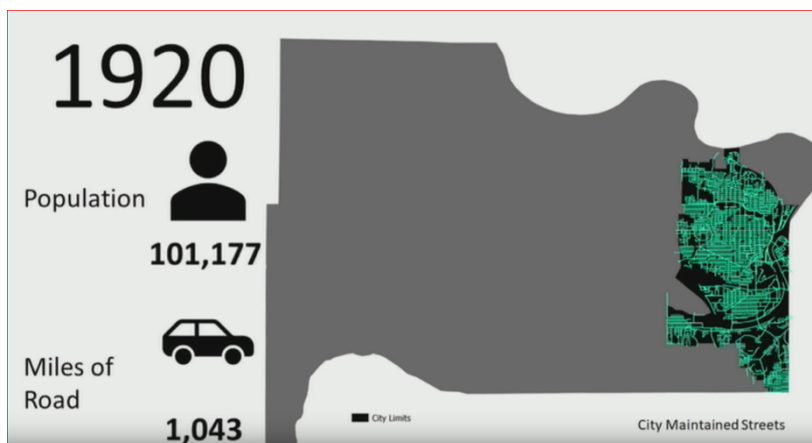


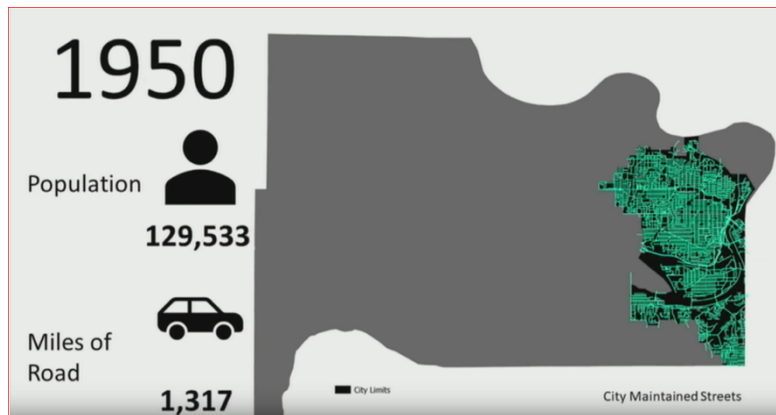
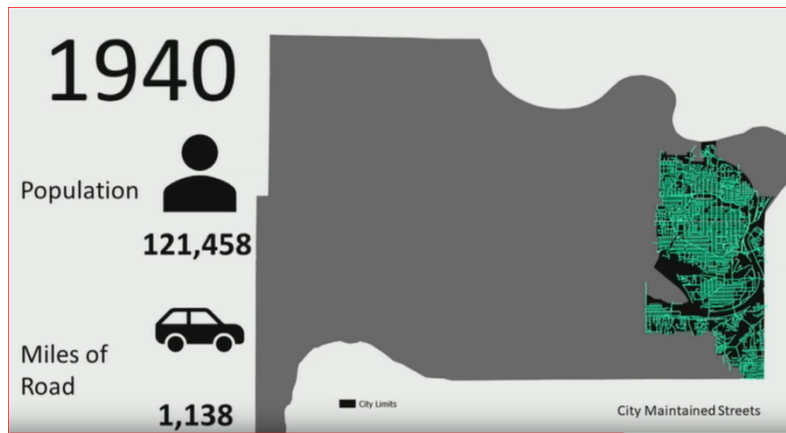
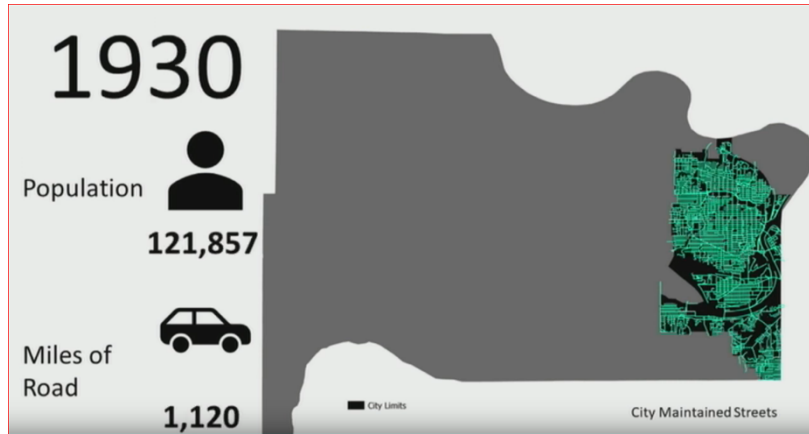


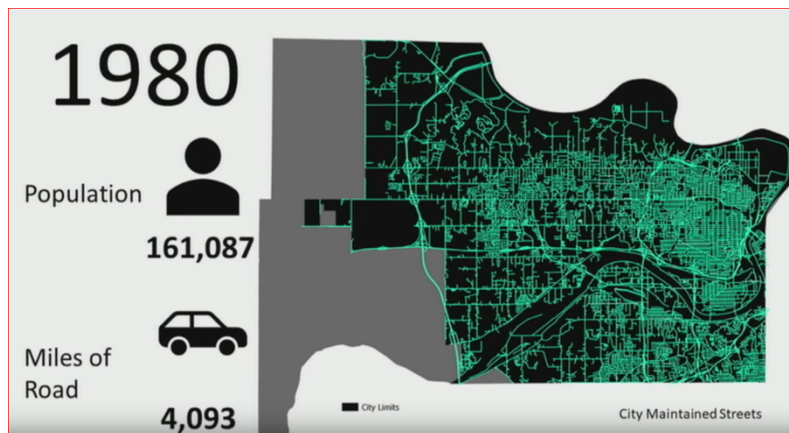
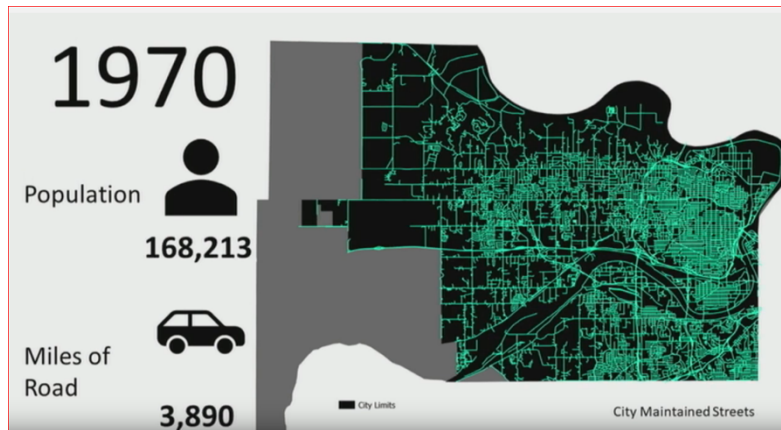
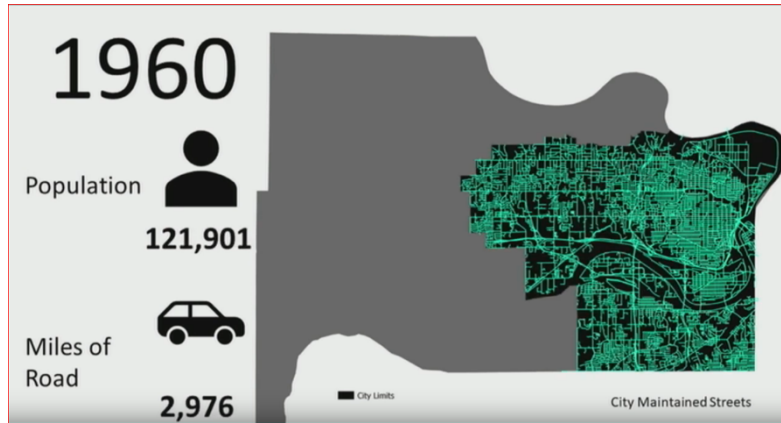
All right, so with this you see in 1910, we have 1.12 feet of pipe, sewer pipe per person. In 2010, we have 30.10 feet of pipe per person. So, our population increased 1.8. Our feet of sewer pipe increased 27 times during that same time.

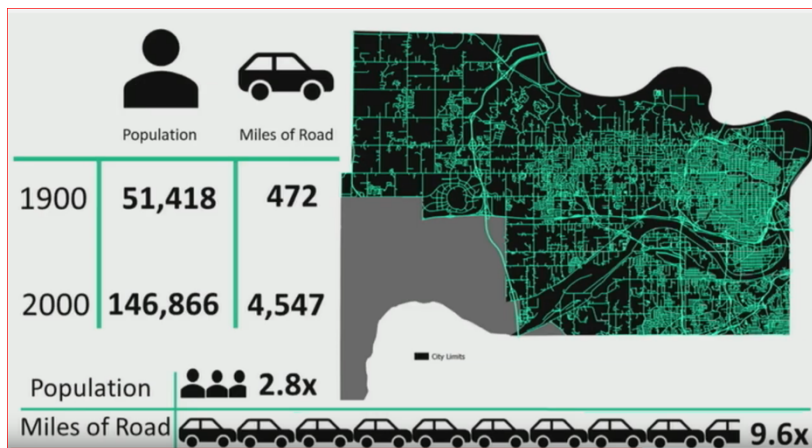
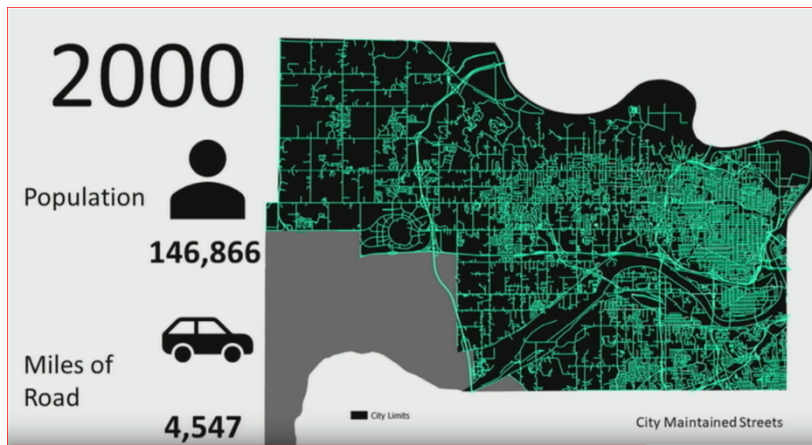
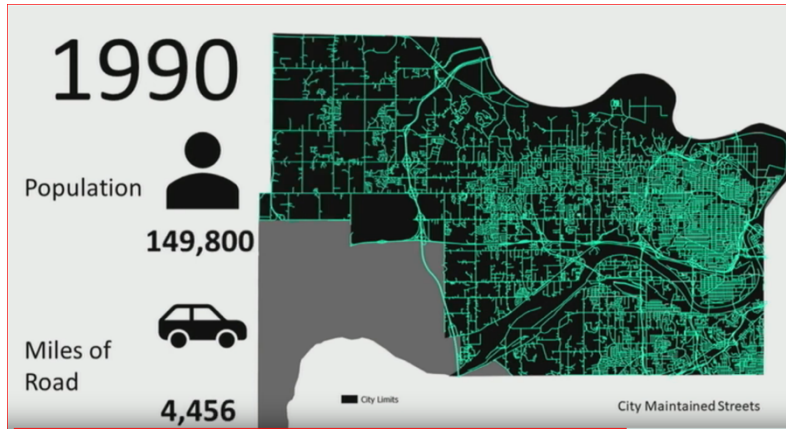


We thought this was so neat that why can't we try this with roads. We did it with roads. We worked with Public Works, again. We actually had to travel to the Wyandotte Historical Museum and take pictures of old maps. This one turned into where are roads that our city maintains. This is where the roads end in the city limits over time.







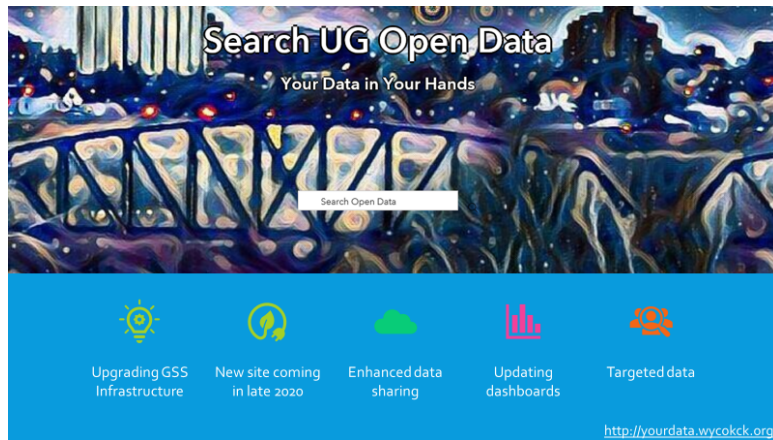


You can see in 1960, 1970 it really like blew up across the map. That was pretty crazy. Our population between 1900 and 2000 increased 2.8. Our miles of road increased 9.6.

DATA MANAGEMENT

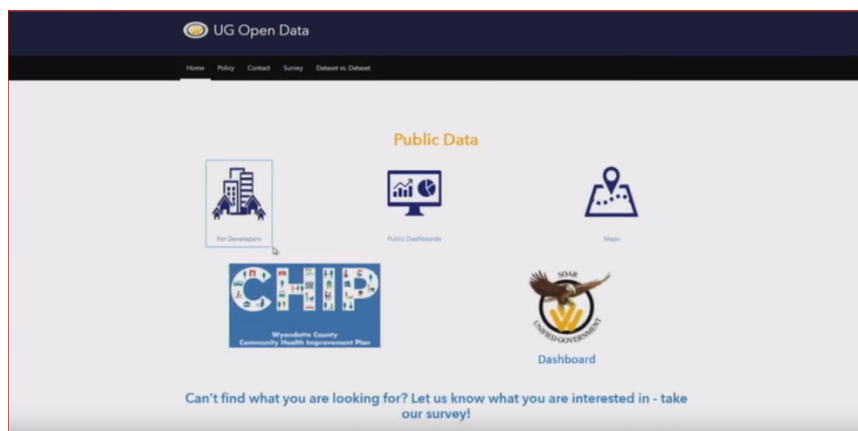
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Our second point is data management. Data management is how we handle data, how we clean data, and how we make it usable to everyone.

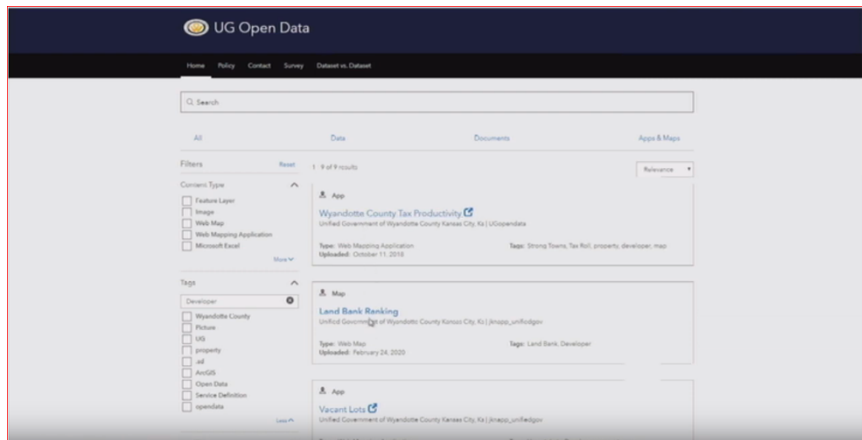


The top pictures are from our open data site. We are upgrading our GSS infrastructure, so we are going to get a new data portal here in late 2020. We're currently looking at other data portals now to see what they do great and try to copy that. We're going to have enhanced data sharing. It's going to be easier for me and the other departments to share our data with each other.

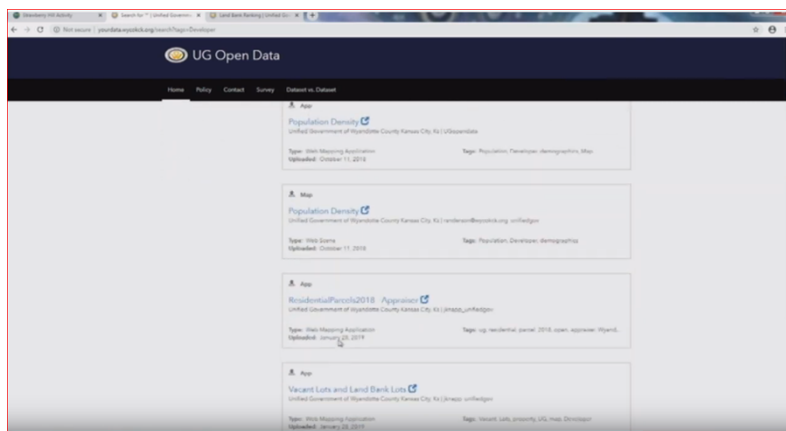
We're updating dashboards and targeted data. Targeted data is, if I know what a developer wants to know, I can make a section just for them so they click on it and have just the data for them. Or, if I know what neighborhood groups want, we could add that data in there too; just targeted data for them.



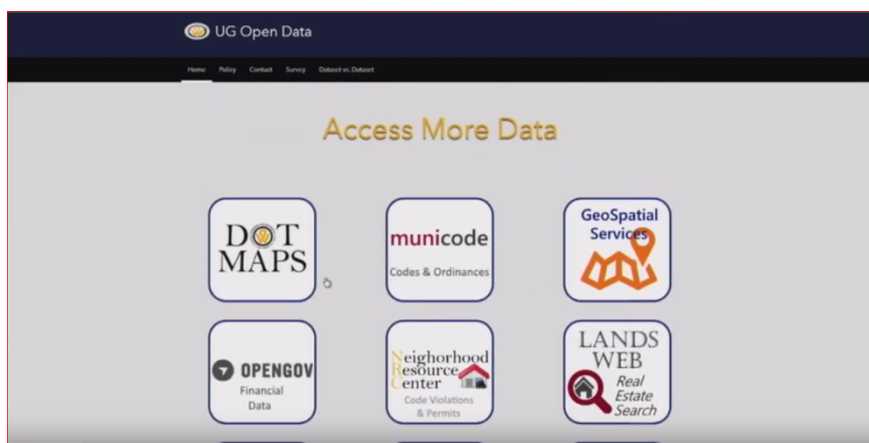
Let's take a quick tour of the data sight here. So, here's our For Developers Section.



We have our Wyandotte County tax productivity, Land Bank, vacant lots,



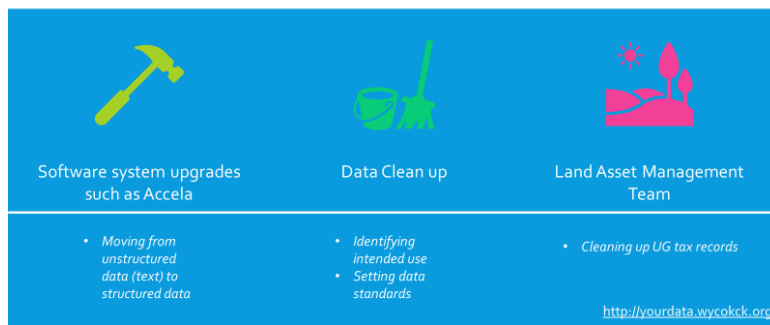
population density, the residential parcel information. We also have the my sidewalk CHIP dashboard and the SOAR dashboard.



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We also have access to more data down here like Dot Maps, Municode, Lands Web, and the Neighborhood Resource Center.

MANAGING DATA AS A CORE UG ASSET

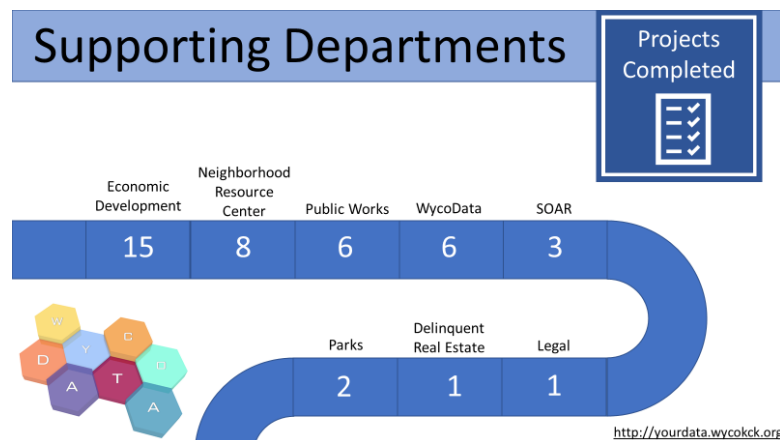


Part of data management, we're managing data as a core UG asset in our software system upgrades such as Accela. We're going to say no more text boxes because I can't really search a text box. Someone could write the word "weed." They could spell it right, they could spell it incorrectly, they could type it in as overgrown. It's very hard to get how many weed complaints we have.

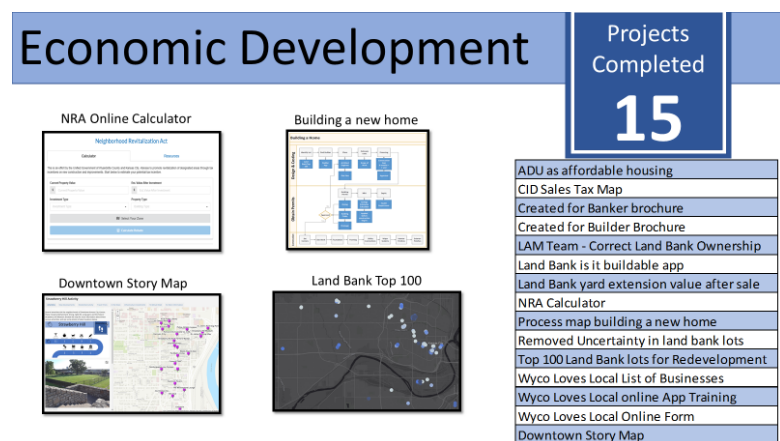
Our data cleanup, setting data standards. We have 373 datasets in our city. Most of them collect addresses, so to collect the house number the same way. It could be house, it could be address, the address could all be lumped together. We're trying to get that all the same. Melissa Sieben and the Land Asset Management Team were cleaning up our UG tax delinquent records.

INFUSING DATA INTO THE CULTURE OF THE CITY

This is a third point of how we're infusing data in the culture of our city. This is kind of how my role has changed from when I first got hired and just open data to being more of a data analyst today.

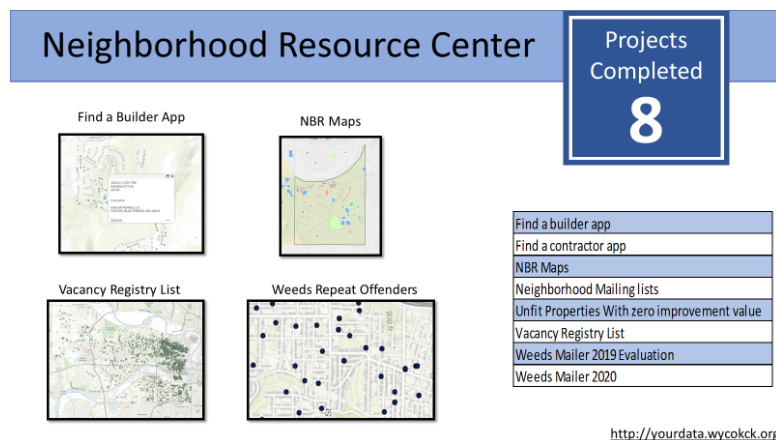


Other departments are using me a lot. I've done 15 projects for Economic Development, 8 for the Neighborhood Resource Center, and 6 for Public Works. I'm just this asset that people use.



This is an example of Economic Development. The NRA online calculator was—it came out of a meeting with builders that said, we don't know how much the NRA calculator will save us. So, we talked to the Code for KC and they designed us a calculator.

We have a process map for building a new home. What's the process of that? We have our downtown story map that you've seen and our Land Bank top 100.



For our Neighborhood Resource Center, we have the Find a Builder App if you were looking for a homebuilder. This is every person that has pulled a building permit to build a new single-family home in Wyandotte County.

NBR maps is part of our like—we shared like data on parks, UG owned land, Land Bank, vacant lots with all our NBRs. We have our vacancy register list that we're working on and our weeds repeat offenders that we're working on with Codes.



This year, we really tried to extend our external partnerships; how others use our data. We worked with Code for KC to build us that NRA online calculator. We're working with the KU health system to figure out if we can help with health outcomes, share the data with the NBRs. DOT agency is really good with external outreach so, we're going to try to get with them to get some help. We're still working with What Works Cities.

WYCO DATA IS A TEAM EFFORT – WITH SPECIAL
THANKS TO THE AMERICORPS VISTAS!



Finally, this is our WyCo Data Team, as we like to call it, as we kind of branded ourselves. There is VISTAs here. VISTAs are here for one year. They're basically a volunteer. The first picture over there is a picture from the Mayor's State of the Government Address. From the left, is Alfred. He's still with us until May. Next to him is Hannah. She went to the University of Michigan to get her master's in GIS. Rob Anderson is right next to him. Then, of course, me at the end.

On the Urban3 presentation, on the right, is Maddie. She is now a current employee in Public Works. She started as a VISTA, but now she's a current employee. There's Alfred, again, and there's Kirsten that's also part of the data team. Next to Kirsten is Joe Minensky. He Urban3 presenter.

Mr. Howze said that's the update on the Data Team. I just wanted to give you kind of a breath and a flavor for the work and how that's evolved over time. We're excited about what 2020 holds.

Chairman Markley asked, questions from the group? It's amazing. I think the hardest part that we're going to have to push to the public is, I think, people still go to the regular UG website and they're not finding what they're looking for because they're looking for this kind of information. They come to me and ask. I'm telling them, there's this one step further. You have to go one step further to find this kind of information, so I think—we have to keep. I'm glad you're here tonight. I hope people are watching. We've got to keep getting the word out that if people are looking for that more in depth data, they need to go to this other site and not to our primary UG website. I think we're still seeing people go there and they're looking for this type of information

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and they're not finding it. It's amazing information. It's amazing that it's out there for the public to use.

Chairman Markley asked, anybody else? This was for information only. Thank you both so much.

Action: For information only.

Public Agenda:

Item No. 1 – 201103...APPEARANCE: NICHOLAS NOVAK

Synopsis: Appearance of Nicholas Novak regarding immigration.

Chairman Markley said please come to the microphone and state your name and city of residency for the records. You'll be given up to five minutes to make your comments.

Nicholas Novak, Kansas City, Kansas, said I appreciate your patience in this matter. In the black binder in front of you, is some of the information that I'll be referencing. It's only about 5% of the information I've studied on this topic but consists of the most direct and relevant information of my concerns. I've only got less than five minutes, so I'll dive right in.

About three months ago, I was reading through some of our local news, the E Newsletter, and noticed that Mayor Alvey had affirmed, along with our Governor, to bring in refugees for resettlement in response to Executive Order 1388, enacted September 26, 2019. Part of this Executive Order in Section 1 plainly states that refugee communities are able and equipped for successful integration into becoming economically independent as part of the criteria for the refugees that are to be admitted. I have many concerns that KCK may not fill this criteria.

The current cost of each refugee is approximately \$49,555. As of 2018, this amounts to more than the average median income house—median household income in Wyandotte County. The economic cost of these refugees, just as a state funded metric, is quite high. I'm wondering, what is to be done to pay for these refugees? What information is available in the short and long-term planning for the settlement? How we may progress on this issue?

My second issue regarding the settlement of refugees is to what degree is this based on political tribalism and top down pressure from others within the Democratic establishment that is forcing these decisions to be made without the due diligence that's required. Is this decision being made in such a way as to ensure the process is operating in a pragmatic and successful way? Is this methodology being used in a way to ensure the long life, or the long wellbeing of these refugees? Are we guaranteed to show a successful outcome with the refugees that we plan on resettling? I look forward to the reassurance from the committee.

My second major issue of concern that is distinct from the refugee resettlement is the amount of illegal immigration currently within our county. According to the Migration Policy Institute, as of 2016, approximately 11,000 unauthorized individuals are currently living within Wyandotte County. I like to know what my local government is doing about this particular issue.

The economic costs, both publicly and privately, are immense. Given that this current unauthorized residency has been existing for several years, I'm sure some of this in my response has already been taken into account, but I can't seem to find any information on this issue. I'm hoping for some clarification on this topic.

Whether the issue is educational, socioeconomic, political, or even ethnic solidarity, I'm sure there are reasons behind these issues and that they are being done for the best of intentions. However, we are all aware of the polarization that immigration has created in our nation, in our state, and in our own locality. But, with all respect to everyone involved, just because an issue is uncomfortable, taboo, or a third rail, doesn't mean that serious, civil, and respectful adults cannot discuss these in an appropriate and dignified way.

I appreciate your time in allowing me to speak on these matters, and I'm willing to address any questions or points of clarification regarding anything I have said. Thank you.

Chairman Markley said thank you for your comments. I will just confirm that everybody did receive the binder he referenced.

Adjourn

Chairman Markley adjourned the meeting at 6:20 p.m.

cg

February 24, 2020



Staff Request for Commission Action

Tracking No. 2089

Full Commission Meeting Date: 5/14/20

Committee: Administration & Human Services

Date of Standing Committee Action: 4/27/20

(If none, please explain):

Publication Required: No

<u>Date:</u>	<u>Contact Name:</u>	<u>Contact Phone:</u>	<u>Contact Email:</u>	<u>Department/Division:</u>
4/14/2020	Terrie Garrison	x6726	tgarrison@wycokck.org	Health Department

Item Description:

In response to the rising trend of vaping, Rescue will implement the Behind the Haze (BTH) behavior change media campaign funded by Blue Cross Blue Shield (BCBS) of Kansas. This campaign will target Kansas youth within the coverage area of BCBS of Kansas, including Allen County. This coverage area leaves the youth of Wyandotte and Johnson County at a loss, as our counties are covered by a different BCBS agency. The population of Wyandotte and Johnson County is 750,000, which is a significant proportion of the state's population, of which 14% are youth. The Unified Government Public Health Department and Johnson County Department of Health and Environment have partnered together with Rescue to implement the campaign in the Kansas City Metro Area, once funding is secured. This partnership will ensure adequate coverage of the state of Kansas and provide access to a critical health message to all of Kansas youth.

Action Requested:

Acceptance of grant funds if awarded.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Teen Vaping Prevention Campaign Budget

HEALTH FORWARD FOUNDATION

-ENTER Org Name HERE-

Application Budget Worksheet & Narrative Template

Net Revenue

YEAR ONE

Total funding from Health Forward and other sources are as follows:	Indicate whether funding is SECURED (S), or PENDING (P)	Health Forward	Other	In-Kind	Total
Health Forward Foundation	P	\$58,000	\$0	\$0	\$58,000
In-Kind	0	\$0	\$0	\$0	\$0
Kansas Dept. of Health & Environment funded to JCDHE	s	\$0	\$20,000	\$0	\$20,000
Blue Cross Blue Shield of Kansas	s	\$0	\$345,000	\$0	\$345,000
		\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0
Total Revenue		\$58,000	\$365,000	\$0	\$423,000
Subtotal Other Secured Revenue	365,000	Please add other secured funding amounts for Year One and enter total in the box to the left.			

Salary

The project will pay the salary for the following staff: (e.g. Exec. Director, Intake Specialist, etc.)	Annual Salary/Rate (e.g. \$54,000)	Indicate FTE portion being requested from Health Forward (e.g. 0.50 FTE)	Health Forward Cost (e.g. \$27,000)	Other	In-Kind	Total
None		0.0 FTE	\$0	\$0	\$0	\$0
						\$0
						\$0
						\$0
						\$0
Total Salary		0.00%	\$0	\$0	\$0	\$0

Benefits and Payroll Taxes

The project will pay the following benefits and payroll taxes for the above staff (e.g. FICA, Health, Dental, Life Insurance, etc.):	Benefit % rate of total salary expense (e.g. 20%)	Health Forward	Other	In-Kind	Total
None		\$0	\$0	\$0	\$0
					\$0
					\$0
					\$0
Total Benefits and Payroll Taxes	0.00%	\$0	\$0	\$0	\$0

Other Direct Expense:

(e.g. Training Expenses, Consulting Fees, etc.)	Health Forward	Other	In-Kind	Total
Rescue Agency campaign development, evaluation, baseline surveys, See attached proposals for full details	\$58,000	\$0	\$0	\$58,000
				\$0
				\$0
Total Other Direct	\$58,000	\$0	\$0	\$58,000

*Equipment & Supplies:

Insert Types of Equipment/Supplies	Health Forward	Other	In-Kind	Total
	\$0	\$0	\$0	\$0
				\$0
				\$0
				\$0
Total Equipment/Supplies	\$0	\$0	\$0	\$0

SUBTOTAL

Indirect Expense

Indirect expense represents the project's share of Overhead Expenses (rent, phone, library, etc.) and Administrative Costs. Applicants must limit the Health Forward portion of Indirect Expense to 10% of the Direct Expenses of the project represented by the subtotal above.	Health Forward	Other	In-Kind	Total
	\$0	\$0	\$0	\$0
Total All Expenses	\$58,000	\$0	\$0	\$58,000

Health Forward Budget Justification - YEAR 1

Revenue - Explain how each line item of the project Revenue was determined (or calculated) for each: **Health Forward funds, Other funds and/or In-kind support** [which should include non-cash contributions such as donated space, staff time, volunteer hours, etc.]

Blue Cross Blue Shield of Kansas is funding the project for its service area - which is all of Kansas (including Allen County) excluding Johnson and Wyandotte County. (\$345,000)

Kansas Department of Health & Environment has provided \$20,000 to Johnson County Dept. of Health & Environment to pay for a portion of the project. \$58,000 is the balance being requested through HFF to fund the balance of the campaign.

Salary - Explain how each line item of the project Salary was determined for each: **Health Forward funds, Other funds and/or In-kind support.**

None requested

Benefits & Payroll Taxes - Explain how each line item of the project **Benefits & Payroll Taxes** was determined for each: **Health Forward funds, Other funds and/or In-Kind)**

None requested

Other Direct Expenses - Explain how each line item of the project **Other Direct Expenses** was determined for each: **Health Forward funds, Other funds and/or In-Kind)**

Funding for Rescue Agency to include Johnson and Wyandotte county in the Behind the Haze campaign. Campaign details are included in attachments for both the Jo/Wy portion and the statewide portion (including Allen County)

***Equipment/Supplies** - Please attach list of equipment purchases, including prices and quantities, to your application. Also please explain how each line item of the project **Other Direct Expenses** was determined for each: **Health Forward funds, Other funds and/or In-Kind support)**

None requested

Indirect Expenses- Please explain what the project Indirect expenses will pay for.

None requested