ADMINISTRATIVE AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, February 28, 2022

The meeting of the Administrative and Human Services Standing Committee was held on Monday, February 28, 2022, at 6:58 p.m., remotely via Zoom. The following members were present: Commissioner Markley, Chairman; Commissioners Bynum, Ramirez, Johnson, Kane. The following officials were also in attendance: Wilba Miller, Director, Community Development; Melissa Sieben and Alan Howze, Assistant County Administrators; Phyllis Wallace, Human Services Director; Maritza Fernandez and Somhack Davenport, Program Coordinators, Human Services; Jonathan Gutierrez, Public Works, Solid Waste Division; Susan Alig, Senior Counsel; Jeff Fisher, Executive Director of Public Works; Troy Shaw, County Engineer; Robert Anderson, Asset Manager, Public Works; Karl Oakman, Chief of Police; Kathleen VonAchen, Chief Financial Officer**;** Wesley McKain, Health Department; Misty Brown, Chief Counsel; Jon Khalil and James Bain, Legal Counsel; Gunnar Hand, Director of Planning & Urban Design; Mark Heath, EMS Battalion Chief; Alley Porter, Commission Liaison; Monica Sparks, Deputy UG Clerk; and Terri Kimble, UG Clerk's Office.

Chairman Markley said before I call the meeting to order, I want to announce that due to COVID-19, some committee members, staff, and the public are attending remotely via Zoom as well as on-site.

All participants joining by phone should mute their phone when not speaking to avoid background noise. During the meeting, please make sure you announce yourself by name and title every time you speak so the public that is observing knows who is speaking. This is critical given the number of remote participants and it's current guidance from the Kansas Attorney General.

The public is allowed to participate by Zoom or submit comments by email prior to the meeting, and those comments will be included in the record of the meeting. The public may also indicate their intent to provide remote public comment by contacting the Clerk's Office by 5:00 p.m. the Thursday before the meeting. The public will also have the opportunity to provide brief comments either by telephone or via Zoom from the lobby of the Municipal Office building.

Chairman Markley called the meeting of the Administration and Human Services Standing Committee to order. Roll call was taken and members were present as show above.

Chairman Markley said there were no revisions to tonight's agenda.

Approval of standing committee minutes from November 15, 2021. **On motion of Commissioner Johnson, seconded by Commissioner Ramirez, the minutes were approved**. Roll call was taken and there were five "Ayes," Kane, Johnson, Ramirez, Bynum, Markley.

COMMITTEE AGENDA

Item No. 1 – 211342…RESOLUTION: COMMUNITY DEVELOPMENT 2021 ANNUAL ACTION PLAN SUBSTANTIAL AMENDMENT #1

Synopsis: Presentation of proposed 2021 Annual Action Plan Substantial Amendment #1, submitted by Wilba Miller, Director of Community Development.

Wilba Miller, Director, Community Development, said we had set aside $570K to the Park Drive neighborhood revitalization strategy area last year during the budget process. We got word from the Domestic Violence Shelter that they needed a roof badly. The facility provides critical and sometimes life-saving services to one of the county's most vulnerable populations. Out of the $570K, after we took out $400K for the roof, the remaining $170K would be budgeted to the same project, the NRSA Project, to be used to install a new disc golf course at City Park.

We're asking for the standing committee to forward this for a public hearing on March 31st. During that time, we'll have a 30-day comment period for the public and then a resolution and approval of the amendment on March 31st also.

I would like to note that Ms. Erica Roland, Executive Director of Friends of Yates, and Ms. Ladora Lattimore, prior Executive Director of Friends of Yates, are both online if anyone has questions for them.

Commissioner Bynum said I only have one question, Wilba. Because it's you and you know the book inside and out, is it feasible and possible, is it allowable to divert, if you will, the NRSA money? **Ms. Miller** said yes, ma'am. We actually—every year went through the budget process

to set aside a certain amount of money for public facilities and improvements. With this amendment, we will go into the HUD system and say this is still a public facility and improvement. It's for a domestic violence shelter, which will be looked upon very gladly from HUD. They want to make sure that, especially now during the COVID pandemic, and all the other funds that they set aside, that we're using our regular CDBG funds to help this shelter.

Commissioner Bynum said thank you very much. I would move for approval.

Action: Commissioner Bynum made a motion to approve.

Chairman Markley said we do have one more question from Commissioner Johnson.

Commissioner Johnson asked, Wilba, what is the total cost on the replacement? **Ms. Miller** said the roof, we're estimating less than $400K, but we wanted to make sure that we had enough because of all the construction increases that we've been receiving. We don't believe that the disc golf course will take the whole $170K, but we will look for other funds if it does exceed the $400K. Is that what you were asking, Commissioner?

Commissioner Johnson said I was asking so eloquently. Hopefully, I can sound as eloquent now with the mute being unmuted. If the amount does not come up to $400K, will those funds be redirected back to the NRSA area? **Ms. Miller** said yes sir.

Commissioner Johnson asked, so, right now we are the only funding source for this particular project, is that correct? **Ms. Miller** said yes, sir.

Commissioner Johnson said thank you. With that, I will second.

Action: Commissioner Johnson seconded the motion to approve.

Chairman Markley said I do have a motion and a second. I have Ms. Sieben with her hand up for a comment.

Melissa Sieben, Assistant County Administrator, said I just wanted to state that this was something that came up over the holiday. Wilba contacted me because she was very concerned that we not miss this opportunity to help these folks. Additionally, because we do have timeliness

of expenditure issues that are always seemingly ongoing with our HUD dollars, that this was one that we knew could meet the timeliness deadline. That's why we're excited to bring this forward. Again, the NRSA doesn't require that we spend our CDBG money there, but we have been designated that for the last number of years, obviously, to help with that program.

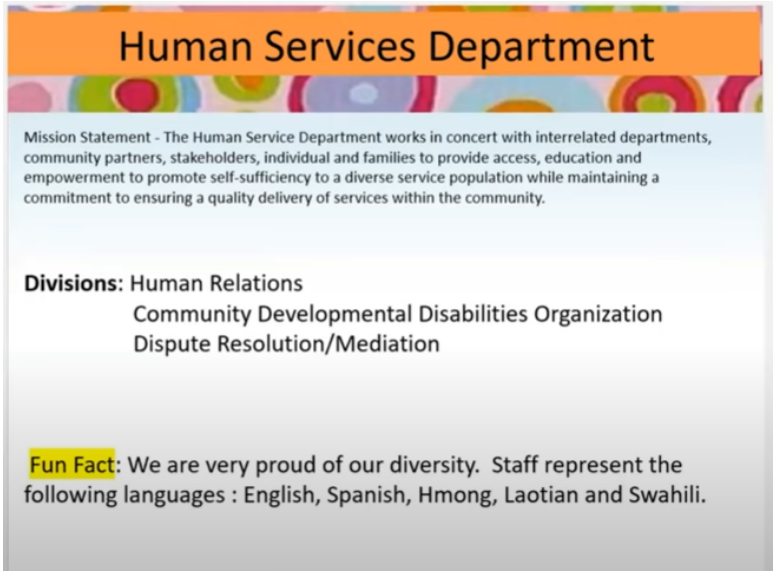
Chairman Markley said we do have a motion from Commissioner Bynum, a second from Commission Johnson. Clerk, were there any comments from the public or are there any hands raised in the attendees' areas? **Ms. Kimble** said no comments from the public and no one in the lobby.

Roll call was taken and there were five "Ayes," Kane, Johnson, Ramirez, Bynum, Markley.

Item No. 2 – 211245…UPDATE: HUMAN SERVICES

Synopsis: Departmental update on Human Services, submitted by Phyllis Wallace, Director of Human Services.

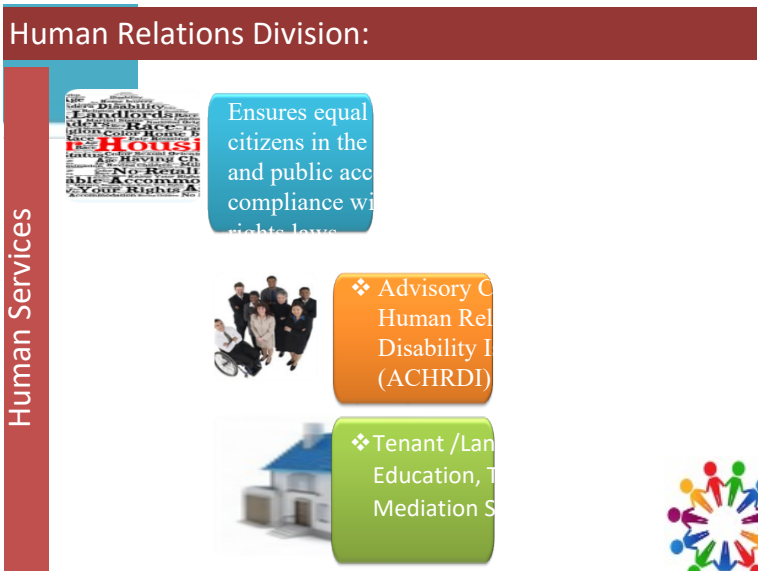
Phyllis Wallace, Director of Human Services, said I have staff who have volunteered to speak on this this evening, so let's get started.



We start out with our mission. We have three divisions: Human Relations, Community Developmental Disabilities Organization, and Dispute Resolution/Mediation. I wanted to share a fun fact with you guys that we represent five languages in our department, so we're pretty proud of our diversity.

With that, I will introduce my next speaker, which will be Maritza Fernandez. She will be discussing with you an overview of Human Relations. We'll go to introduce the next speaker from there.

Maritza Fernandez, Program Coordinator, said as Ms. Wallace mentioned, I will be talking to you a little bit about the Human Relations Division.



The Human Relations works to promote ways in which people and communities learn to get along and to safeguard equal opportunity for all. Human Relations activities, help communities become more harmonious, respectful, and cohesive. Human Relations use the tools of fact-finding, step-training, information sharing, community education, mediation, and cultural literacy. Part of our charge as the Advisory Commission on Human Relations and Disability Issues, or for short, ACHRDI, is to discourage and prevent prejudice, intolerance, bigotry, and discriminating practices against persons of any background. Our Advisory Commission role is one that helps to foster communication with the community to ensure that there is respect and harmonious relations among racial, religious, ethnic, and minority groups, including people with disabilities.

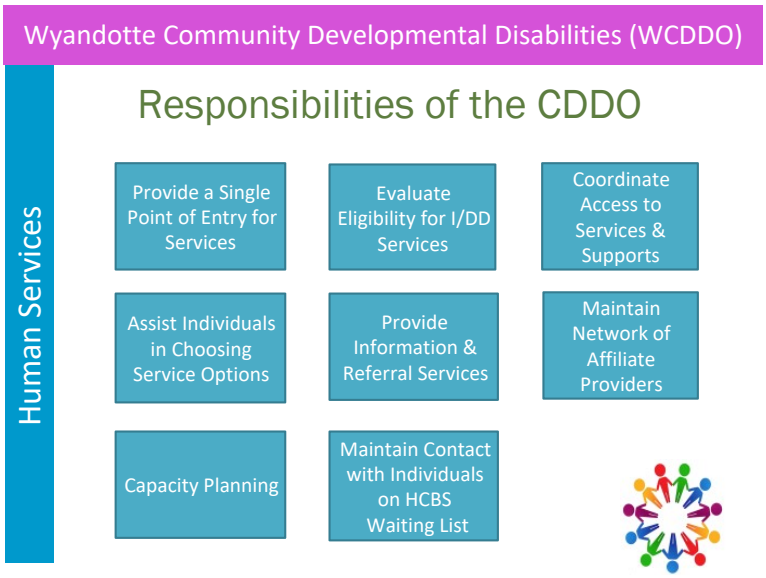
The Advisory Commission has made some strides in these areas by being the first county in Kansas to champion the passing of the non-discrimination ordinance to include sexual orientation and gender identity for the protection of the LGBTQ community, along with hosting and sponsoring the Annual Metro Human Relations Summit two years in a row.

The Human Relations Department is funded by General funds to support the work of the Advisory Commission. The ACHRDI sponsors various trainings to include fair housing, landlord/tenant implicit bias, cultural proficiency, and ethics. The Human Relations Commission is visible in the community through participation in several activities such as the Night Out Against Crime, the Wyandotte County Ethnic Enrichment Festival, Community Resource and Health Fair, and the Annual Picnic in the Park for individuals with intellectual and developmental disabilities, just to name a few.

The current initiative for the Advisory Commission is centered around housing and collaborating with other entities on housing issues.

The work of the Human Relations is important work and that's why it is equally important to have vacancies filled. We have a number of vacancies we hope to have filled soon. In addition, we have some upcoming trainings within the next few months which include the Rights and Responsibilities for Tenants, which is taking place March 10th; the Landlord Education Training, which is taking place April 14th; and the Implicit Bias, which is on April 7th. The Human Relations Division provides tenant training and education to empower citizens about their rights. In addition, we give guidance to landlords who are new and unfamiliar with the processes.

Our inbound calls average about 80 to over 100 calls a month depending on the season. Our high call volume is usually around summer and winter. It is also important to note that the Human Relations Division also accepts applications for the disabled parking signage on residential streets which my co-worker, Mr. Carr, will speak on later on the presentation. For now, I will let Ms. Davenport speak on the WCDDO Division.



Somhack Davenport, Program Coordinator, said I am actually going to be speaking a little bit on the CDDO. You might be wondering what is the CDDO? It's a single point of entry to access services for individuals with intellectual and developmental disabilities. From here on out, I'll refer to it as I/DD. We also perform gatekeeping for individuals seeking entry into state institutions such as KNI, which is Kansas Neurological Institute in Parsons. In addition, we perform level 2 assessments for nursing facility placement of individuals with I/DD.

There are 27 CDDOs across the state of Kansas, and we are governed by State Statute K.S.A. 39-1803. There are currently close to 800 people in Wyandotte County who identify as I/DD.

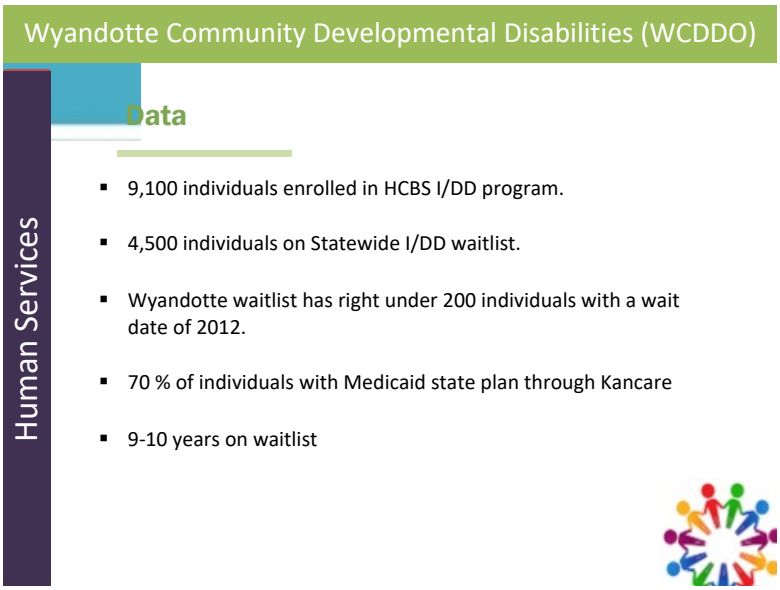
We hold a contract with the Kansas Department for Aging and Disability, which is KDAD, to perform a number of tasks. What you see on that slide is just kind of a list of the things that we perform. We perform in tech knowledgeability, performing functional assessments, providing options counseling, building our capacity to ensure we have enough providers to serve our clients, and also maintaining contact with individuals on the state waitlist.

The CDDO is funded by 65% of state and federal funds and 35% mill levy. We're allotted additional mill levy to offset any emergent needs for individuals we serve in crisis.

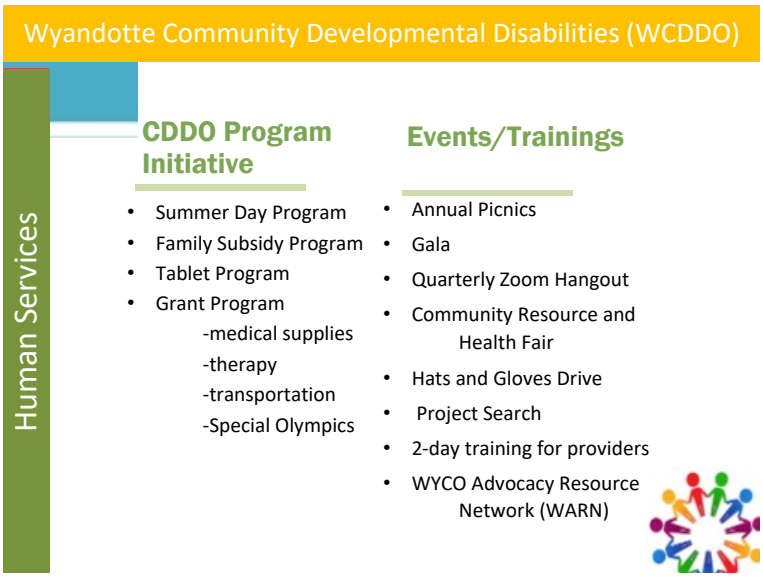
So, the next important question is, how does one become eligible for CDDO services? Some of the criteria is you have to be 5 years of age or older. You have to have a diagnosis of intellectual disability before the age of 18 and this, obviously, has to be by a licensed healthcare professional. You also have to have a diagnosis of developmental disability before the age of 22.

Lastly, you must be determined program-eligible by the CDDO. Some of the types of disabilities that fall under our purview are autism, cerebral palsy, severe epilepsy and Down syndrome.

This next slide shows a list of services, and these are services provided within the I/DD waiver. As you can see, to name a few, we have assistive services, financial services, overnight respite, residential supports for adults and children, and the list goes on. The services you see fall under the state's home community-based service program in which I/DD is one of the seven waivers. There are 40 contractors who provide these services. The CDDO only provides oversight of the individual and provider services and ensures services paid for are actually being provided. The average cost of services for an individual on the I/DD waiver is about $50K annually. That's a good chunk.



The state of Kansas currently has a wait list on these services, and the next slide shows some of the data on the statewide wait list. It's about 9,100 individuals enrolled in the HCBS Program, which is the Home Community-Based Service Program that I mentioned earlier. There are 4,500 individuals on the statewide wait list and about right under 200 individuals here in Wyandotte County. The wait date goes back to about 2012. Seventy percent (70%) of the individuals have a Medicaid state plan through Kancare. The average wait list for these services is about 9 to 10 years and we're on 2012, so that's pretty lengthy. The reason for the lengthy wait list is that because legislators have to appropriate funds for the waiver. So while an individual is waiting on the wait list, the CDDO utilizes local dollars to remediate prices that may occur while individuals are on the wait list. Because of the funding, we've been able to successfully initiate projects such as what's shown on the next slide.



We have on the left-hand column, we have the Summer Day Program, which is basically a three month period so consumers, clients can explore and attend various agencies. We have a Family Subsidy Program, which an individual can apply up to $1K to assist with any needs. We also have the Tablet Program. Due to COVID, these tablets were issued so clients can stay in communication with staff, with consumer or, I'm sorry, with providers and their case managers and also it helps for educational purposes as well. We also have a great Grant Program and they pay for services such as medical supplies, therapy, transportation, Special Olympics, just to name a few.

Right now, I just want to take a moment to really just thank the Board of Commissioners for understanding the importance of funding for our most vulnerable population. So, I just really say thank you, thank you, thank you.

I also want to mention that there are two required committees within the CDDO community. We have the Council Community members and Quality Assurance Committee. These two committees consist of volunteers made up of consumers, guardians, providers, and many more and they pretty much provide cohesive planning, revision of policies, and advocacy. These projects and these committees help to ensure health, safety, and well-being of our individuals.

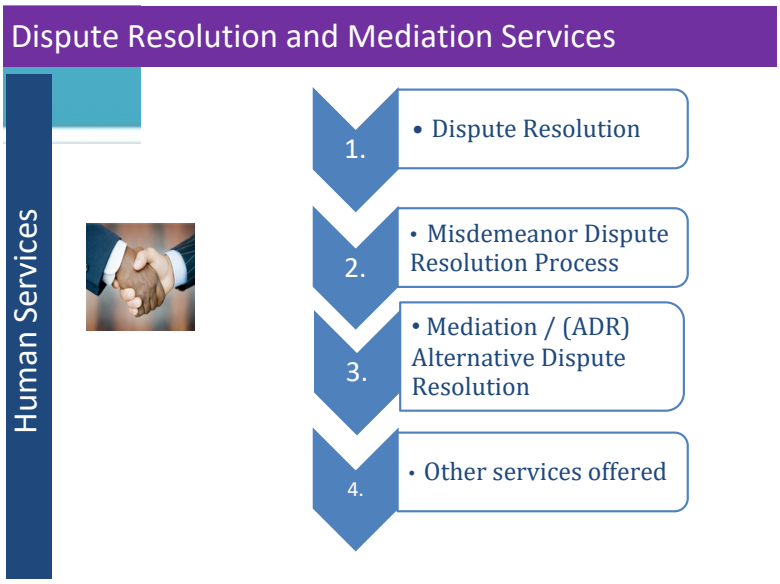
On the right-hand side, you'll see some of the things we've done. Beyond our contractual responsibilities, we've also sponsored numerous community events and training. These trainings have really been there to educate and promote an outreach in the community. Some of the things we've done, we've had annual picnics, which basically brings awareness to the I/DD community. It's for everyone to kind of gather and eat good food and listen to music and have a lot of fun.

Another event that we've held was the gala. It's really reminiscent of a school formal. Everyone dressed up and it was just a nice little prom for all the individuals. We also have the quarterly zoom hangout, which is the clientele, they'll participate on tablets and they check-in with us and we actually check to see how they're doing and things like that. For example, we had a Halloween party, and all the consumers were able to dress in their best Halloween costumes and we had a little party for them. So that was really fun. We try to check up on them. We also have a community resource health fair and that's basically various agencies coming together to provide information on health and legal information, insurance information, and things like that. We've also held the hats and gloves drive at the Willa Gill Center this past winter, and it was a huge success. We've also done a project search program which we've partnered with the School of the Blind. Really, the goal of that is for students to participate in various internships to really be able to help them obtain employment in the future. We've also provided two-day training for providers so members of the Police Department, members of APS, members of Social Security Office, Medicaid, Medicare, they all come together to really just present all of their information and to really train these providers. We also have the Wyandotte Advocacy Resource Network where it's basically a support group for guardians and caretakers within the I/DD community to get together to really talk about things.

I really just wanted to, and—I would like to emphasize this so what's unique about our clients that we serve is that the clients require lifelong care and support needs. It's a full-time commitment. It's very costly. Please allow me to put a little bit of perspective into this. I don't know if any of you have children or not, but I have a 14-year-old. Let me tell you, I am preparing her for when she turns 18 to leave the home. I'm preparing her to spread her wings and I'm preparing her for college so she can become independent in life. However, these individuals with I/DD, some of them may never see these milestones. Some of them may never leave the home and some of them may never, ever become independent. Some of our individuals require 24-hour care. It's a lifelong commitment. It's just everything that we've taken for granted and some of these individuals have to really, like I said, just really commit to this.

With that said, being able to obtain proper funding and resources is very critical in helping these individuals and families so they can at least try to thrive like you and I. We're very, very appreciative of local funding, and we know that the money helps these individuals and families tremendously. I want to say we wouldn't be able to do any of this without the collaboration of

entities and other departments of the UG. I just want to leave you with this, it really does take a village to raise a child, so thank you so much for your time. I'm going to turn in over to Mr. Greg Carr.



Greg Carr, said I'm a State Approved Mediator for the Office of Dispute Resolutions. I have been the mediations counselor in this department for approximately 12 years. In April, I will probably get state approved to do domestic cases also. So, expanding our offices. Let me just explain what the meaning of a dispute mediations counselor is. Basically, a mediator is not an arbitrator, doesn't make the decisions, rather moderates the negotiations, assists in exploring areas of compromise, and finding points of agreement of settlement.

Dispute resolution actually is kind of split up into three different areas, as you can see: dispute resolution/mediations/conciliation services. I'm going to just tell you some of the—well, let me just also say that it is 100% General funded. I just recently ended a two-month training with the Police Department that we do on a regular basis. I work and interact with many different departments in the Unified Government such as the Police Department, Police Records, the Prosecutor's Office, and the Municipal Court Clerk's Department. I would basically consider myself as the middle person between the Police Department and the Prosecutor's Office.

Dispute Resolutions handles only misdemeanor cases; no felonies. All domestic cases are directed directly to the Prosecutor's Office. I'll give you an example of how the process works in Dispute Resolutions and how we get to a possible mediation. So, let's just say that an officer is

called out to a scene of the complaint by a victim, or a victim goes into the police report desk to file a complaint against the suspect. If both parties are not on the scene where the officer can give out a summons to both parties and hand out a court date, they have a threefold pamphlet that basically tells them to contact my office in three to four business days. That's when it will be available to me. One of the other benefits of that three to four business day wait is a lot of times the alleged victims have time to calm down, maybe change their mind and not decide to prosecute and may just let the case go. But, if they do decide to move forward in the case, the purpose is to come to me so that I can determine by the police report whether we should move this case forward if all the information needed on the report is on there to move the case forward for prosecution and also offer them mediation.

The services or the complaints that we mediate are simply theft and misdemeanor criminal cases. Misdemeanor criminal damage cases, money cases; misdemeanors are $1,500 and less for petty theft and $1K and less for criminal damage. Let's just say that the victim calls in, they want to prosecute and move forward on the case. The things that must be on the police report must be the suspect's full name, residential or work address, date of birth. Those items must be on there in order to move forward with either mediation or a prosecution. The mediations are voluntary.

If the alleged victim wants to mediate, what happens from that point is, I have a letter that I will send out to the suspect and it basically tells them we can resolve this possibly out of court with no criminal consequences if we can reach an agreement. Both parties must agree to the mediation for there to be a mediation.

I will say that I'm proud to say that, I won't take credit for it, but I will state that it's the process that 90% of those cases are resolved. I can't really recall a mediation where both parties agreed to it and it did not get resolved. So, it does have very effective value in the system to help out the victim and the suspects.

If they also choose to bypass the mediation and just want to prosecute, it is my job to make sure that everything on that police report that's needed to be on there is on there to move it forward. If it is not, I will direct them to what needs to be added to the report and then they will need to contact the police report desk to get that added to the report. Once that is done, I'll move it to the Prosecutor's Office. The Prosecutor's Office makes a decision, whether to authorize or decline the case based on the report. Whatever their decision is, I will contact the alleged suspect and let them know or contact the victim and let them know what the decision was and if the Prosecutor's

Office approves it. At that time, we'll set up a day and time for the alleged victim to come in and sign a summons for a court date. So, we basically do dispute resolutions which moves it to the Prosecutor's Office. We also do mediation which can resolve it without court fees, without time lost from people's jobs, without trying to press criminal charges.

A lot of times the mediations I have seen, over my time as a mediator, are usually mediations between people that know each other sometimes, friends, associates who they really don't want to see criminal charges brought against them. They just would like to have some kind of resolution to their money, petty theft, or criminal damage. And, again, like I said, I've never really seen the case that has not been resolved and both parties agree to it.

The conciliation part is where the court will contact me and ask me to try to get a resolution for both parties. And at that time, once we get a resolution, then we will close the case out. It will be put away, filed away and then no more worries as long as both parties hold their end up in the agreement. If, in the middle of a dispute one party comes up short and does not continue with their part of the agreement, do let the victim know that at that time they can move forward with further prosecution if they choose to.

Some of the other things that the office of Dispute Resolutions handles is, as Ms. Fernandez stated, we hand out, we give out applications to those who request on-street handicap parking. We will send that application out. One side has the individual resident to fill out their side and then to their physician stating what their chronic and permanent illness is to give them the ability to park on street. At that point, I will make an on-site visitation of the residents, come back to Ms. Wallace, and we will sit down and talk it over and determine whether they do qualify or not.

We also handle tree disputes, property disputes. I believe Ms. Fernandez also spoke about one of the other things that myself and Ms. Wallace handle, landlord/tenant issues. We give out a lot of basic general information for landlord/tenant rights. We do have a training coming up March 10th and then in April, I believe, the 14th. So those are the different things that we provide through dispute resolution/mediation/conciliation.

So, if anybody out there has any kind of misdemeanor cases you do not want to go to court or you know someone who would like to try to get a resolution, feel free to have them contact our office. Just keep in mind in order to have a mediation, there has to be a police documentation in order to move forward.

So, thank you, again, for the opportunity to share that with you.

Chairman Markley said is that the last speaker? **Ms. Wallace** said yes. That is the end of our presentation, if you have any questions.

Chairman Markley said I want to clarify just a couple of things, and I didn't do a good job of keeping notes on who was saying what when I was writing down my questions. So, you'll have to help me out. During discussion about the, and I will not remember the full name, but the Human Services Committee. There was a comment about needing some appointees. I just want to circle back to that for the sake of my fellow commissioners because I believe that meant we have fallen down on the job in making appointees, is that correct? Go ahead, it's okay.

Ms. Wallace said well, yes. We definitely have some spots to fill. But I think Alley Porter, the Commission Liaison, she would know and let everyone know who has an opening and what needs to be filled in that area.

Chairman Markley said so, commissioners, if you are unsure whether you have an active appointment to that committee, please check. They're doing some really good work there. In fact, one of those committees, I think, at one point we were concerned about it's activity. It wasn't functioning very well, so we've got to get our people in there and have them appointed. The people that are appointed have been busy at work. We need to make sure that they are supported by a

quorum so they can be active and continue their good work. So, like I said, not putting anybody on the spot. But, commissioners, I just want to make sure we're clear when that reference was made, that's on us. We've got to make sure that they have appropriate—it's okay, Phyllis. You're not in trouble, it's all on us. We need to make sure we're giving them proper appointments.

Commissioner Ramirez said thank you, Phyllis, and your staff for the presentation. It's nice. I don't think I have heard from the Human Services Department or seen presentations since I was elected and I was able to tour your department. So, it's nice to finally have you come back in front of the committee. The questions and comments that I have and need some clarification because I did not know this was a thing until I went and looked at our ordinances. What does it mean that we, as the Board of Commissioners, is the governing body first for the Community Intellectual and Disabilities governing body for the county? What does that mean?

Ms. Wallace said in a general sense, you've got the Board of Commission would be the controlling or the final answer on anything related to budget or what have you. So, your role is similar to any other department that you are working with, you would be the one who would approve anything that we had that was related to funding.

Commissioner Ramirez said okay. Then it was mentioned, I can't remember the acronym, the Advisory Board, the Human Relations Advisory Board. To make an annual recommendation concerning the annual plan and budget, I'm guessing due to not having proper quorum in meetings, not having enough people, has that plan ever been shared with the Commission of what that annual plan is of action? **Ms. Wallace** asked are you referring to our annual update?

Commissioner Ramirez said I'm guessing it's the same thing. I'm not entirely sure. **Ms. Wallace** said so, yes, we have made a presentation. We have not in the last couple of years, but I am hoping that with more elected on to our commission, we will be gearing up and ready to give you a good, thorough update sometime in perhaps May or June when the flow of your schedule is not so heavy.

Commissioner Ramirez said okay, no, I like that and I appreciate that. I was just asking those questions because I did not know this part. I think, I believe, I remember toward the beginning of my term, we voted on something like this and changing the boards. I was not aware that we had this, that we were part of that or in that capacity. We, unfortunately—please forgive

me and my fellow commissioners. We don't, as a Commission, do a very good job of making sure our boards and commissions provide updates to us throughout the year. So that's probably why I was not aware we were considered the governing body for this portion, but I think it's amazing that we have this. I have two nephews who are autistic and so having these community resources out there is amazing.

I thank you for all that you do for the Human Services Relations portion to the dispute resolutions. Thank you for all you do. I look forward to seeing your department more in front of our committee and the commission. It's like your department does so much, but it's like a shadow department, it goes unseen. I want to make sure that everything and all the activities that you do are seen and that it's validated and validated by us as your governing body. Thank you.

Ms. Wallace said thank you, Commissioner. I appreciate that.

Chairman Markley said I will say, Commissioner Ramirez, I think you know, we were aware when we were going through the process of evaluating all of our boards and commissions. Like I said, we were aware that there was a problem with this committee and at that time also, I think, there were maybe like two people that were appointed to it and that the commission hadn't appointed the rest of the people. We talked about, do we continue having this committee? I believe we continued having it because it is required by that statute. We have to have the committee. So it's really critical that we, as commissioners, make those appointments because we're required to have this committee. Obviously, that meant it was valuable at the state level but obviously, I think, as we've heard tonight, it's really valuable to our community as well to have that advisory board functioning. So, it's important to make those appointments. So, check your list.

Commissioner Bynum said just a couple of quick comments. Ms. Wallace and your staff, thank you so much. I really appreciated the presentation and it is a department that we simple don't hear from very often. You tend to fly under the radar and that's probably a good thing for you. But it's nice to hear from your employees and the work that you're doing in the community.

Just to circle back to Commissioner Ramirez's comment. This is a department that prior to consolidation, was a county department. It is mill levy funded and so us, being the governing body, it's definitely a carryover from pre-consolidation days. This is a county side function and it's probably still mill levy funded. I don't want to speak out of turn on that. But at budget time,

this comes to us as one of the handful of the mill levy funded items like the Aging Department, for example. So, we appropriate the funding through that mechanism. I just kind of wanted to bring that little bit of background and clarity to that part of the discussion. Also, I would just ask Alley Porter, so that we're not naming names tonight, if there are commissioners who need to make an appointment to this ACHRDI Board that she just reach out and notify those that still have an open appointment to make. That board has kind of recreated itself in a pretty amazing way and really wants to work. They have produced some really good work. So, with that, Chair, I will stop.

But, again, just my thanks to Phyllis Wallace and her team, thank you. **Ms. Wallace** said thank you very much, Commissioner. We appreciate those kind words.

Commissioner Ramirez said just a hats off to Alley for keeping track of all our appointments because that's 10 commissioners and plus the Mayor, so, 11 people that she has to keep track of all of our appointments, so, thank you for that, Alley.

Alley Porter, Commission Liaison, said thank you, commissioners, and yes, I was pulling up my list. I won't name names but there are some vacancies. Obviously, for anybody who's listening, you can find our boards and commissions' application on our website.

Chairman Markley said that's a great point. If anyone from the public is interested in serving on that committee, you can apply online or contact your commissioner directly. And, yes, I second Commissioner Bynum's suggested that Alley, if you just send out an email to everyone who doesn't have a currently seated appointment that would be helpful, I think.

All right, any other questions or comments? This item obviously is for information only. It was a great presentation. Thank you so much for listening.

Bridgette Cobbins, Assistant County Administrator, said just wanted to thank you, Commissioner Markley, for always allowing each one of the UG departments to come before Administration and Human Services to give an overview. We thought that it was very important from the administrative perspective to give you an opportunity to see those departments that don't normally come before your body just to give you an idea as to how many programs we have within

the organization and instead of just reading what the departments do during the budget time. We wanted to make sure every month that we bring a different department before your committee just to highlight what's actually going on at the department level within the organization. We definitely want to thank you for supporting that initiative from the Administrator's Office. Every month we'll have a different department before this body just so you can get a good understanding as to what is actually going on within the departments of the organization.

Chairman Markley said thank you so much. I do definitely appreciate it and I think its very valuable in budget season as we're looking at that budget book to be able to refer back to and think back to these different presentations and to actually know what those offices do and how critical they are to our community. I'll definitely support the initiative. Any other questions, or comments?

Commissioner Ramirez said, Phyllis, any time that your department or the advisory commission has an event, please let us know. I would love to participate or just to attend the event, so please let us know. Thank you.

Ms. Wallace said yes, we will do that. You can start by signing up for the March 10th landlord, excuse me, tenant education training that's coming up. We enjoy providing the opportunity for the community to be empowered to learn about their rights, but we can offer it all day, but having folks actually attend is another thing and just get some value out of it. It's a wonderful training. You get a lot of information. If we have folks out there who rent, this training is for you.

Again, we'll have the landlord training coming up in April, which is equally a good training and a value to our local landlords out there. I'm also excited about the implicit bias training we'll be offering to the community which is in total, absolute wonderful training. So, just be looking forward to some more information about that. We'll get it out to all the platforms and make sure everyone is aware, but we will most definitely invite you to any events we have coming up. Thank you, Commissioner Ramirez.

Chairman Markley said I would say, if you're a tenant, go to the training before you have a problem. I think a lot of times people wait until things are falling apart and then they go to the

training and then they missed opportunities that could have prevented a dispute with their landlord or an issue with their landlord. So, if you're thinking of renting, or if you're already renting, go to that training now. Keep yourself from having issues down the road instead of waiting until after there's a problem.

All right, any other questions? That was for information only.

Action: For information only.

Chairman Markley said that concludes our meeting for the evening. Thank you, everyone, for your attending and your attention. We are adjourned.

Adjourn:
Chairman Markley adjourned the meeting at 7:45 p.m.

Brett A. Deichler, PMP/CPM
Unified Government Clerk

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