



Public Works and Safety Committee
Standing Committee Meeting Agenda
Monday, April 22, 2024
5:00 PM

Location: Hybrid

We invite you to view the meeting in person in the 5th Floor Conference Room, Suite 515, Municipal Office Building, 701 N. 7th Street, Kansas City, Kansas, or virtually via a Zoom webinar.

Please click this URL to join. <https://us02web.zoom.us/j/82888295671>

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Webinar ID: 828 8829 5671

International numbers available: <https://us02web.zoom.us/j/82888295671>

<u>Name</u>	<u>Absent</u>
Commissioner Tom Burroughs, Chair	☐
Commissioner Mike Kane	☐
Commissioner Chuck Stites	☐
Commissioner Bill Burns	☐
Commissioner Phil Lopez	☐
Rose Henry, BPU Board Member	☐

- I.** **Call to Order/Roll Call**
- II.** **Revisions to April 22, 2024 Agenda**
- III.** **Approval of standing committee minutes from January 23, 2023.**

IV. Committee Agenda

**Item No. 1 - APPROVAL: FY25 ADULT COMMUNITY CORRECTIONS
KANSAS DEPARTMENT OF CORRECTIONS GRANT**

Synopsis: Approval and acceptance of a grant request to the Kansas Department of Corrections. No local funds or match required, submitted by Phillip Lockman, Director, Community Corrections.

It is requested that this item be fast-tracked to the April 25, 2024, full commission meeting.

Tracking #: 2140

**Item No. 2 - APPROVAL: FY25 JUVENILE COMMUNITY CORRECTIONS
KANSAS DEPARTMENT OF CORRECTIONS GRANT**

Synopsis: Approval and acceptance of a grant request to the Kansas Department of Corrections. No local funds or match required, submitted by Phillip Lockman, Director, Community Corrections.

It is requested that this item be fast-tracked to the April 25, 2024, full commission meeting.

Tracking #: 2142

Item No. 3 - REVIEW: SOLID WASTE MANAGEMENT PLAN

Synopsis: Update on Solid Waste Management Plan, submitted by Jeff Fisher, Exec Director of Public Works.

For information only

Tracking #: 2138

V. Public Agenda

VI. Adjourn

**PUBLIC WORKS AND SAFETY
STANDING COMMITTEE MINUTES
Monday, January 23, 2023**

The meeting of the Public Works and Safety Standing Committee was held on Monday, January 23, 2023, at 5:00 p.m. The following members were present: Commissioners Bynum, Ramirez, Johnson, Kane, Markley, and BPU Board Member Groneman. The following officials were also in attendance: Matt May, Emergency Management Director; Susan McMahan, Emergency Management Department Deputy Director; Casey Meyer, Legal; Major Owens, Kansas City, Kansas Police Department; Captain Dorsett, Kansas City, Kansas Police Department; Sheriff Soptic; Sheriff's Department; James Bain, Legal; Joe Barnes, Public Works Department; Terri Kimble, Clerk's Office; and Monica Sparks, Deputy UG Clerk.

Chairman Bynum said before I call the meeting to order, I will announce that 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 phones and devices when not speaking to avoid background noise. When speaking, please speak directly into the microphone to ensure everyone listening is able to hear your comments and to ensure a clear record is made. During the meeting, please make sure that 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 is current guidance from the Kansas Attorney General.

The public is allowed to participate by Zoom or submit comments by email prior to the meeting. Those comments are to be included in the record of this meeting. The public may also indicate their intent to provide remote public comments by contacting our Clerk's Office by 5:00 p.m. the Thursday before the meeting. The public also will have an opportunity to provide brief comments either by telephone or via Zoom from the 5th Floor Conference Room of the Municipal Office building.

Chairman Bynum called the meeting to order. We do have an absence memo for BPU Board Member Groneman, and we do expect Commissioner Johnson to be just a few minutes late. Roll call was taken and all members were present as shown above.

Chairman Bynum said we do not have revisions to our meeting tonight and we have minutes from July 25th.

Approval of standing committee minutes from July 25, 2022. **On motion of Commissioner Kane, seconded by Commissioner Markley, the minutes were approved.** Roll call was taken and there were four “Ayes,” Kane, Markley, Ramirez, Bynum.

Chairman Bynum said the minutes are approved. We have four items, I believe, on our committee agenda tonight and the first one is a resolution approving our proposed Wyandotte County pre-disaster Recovery plan. We have Matt May here with Emergency Management and if you both would come forward and make sure you turn on your microphone and introduce yourselves and we will hear your presentation.

COMMITTEE AGENDA

Item No. 1 – 212199...RESOLUTION: APPROVING PROPOSED WYANDOTTE COUNTY PRE-DISASTER RECOVERY PLAN

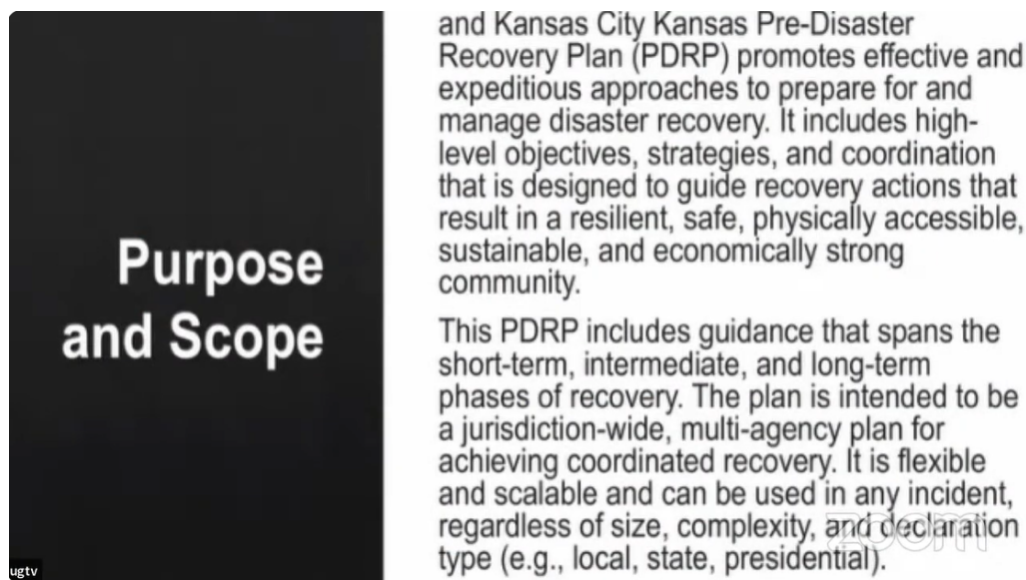
Synopsis: A resolution approving the proposed Wyandotte County Pre-Disaster Recovery Plan, submitted by Matt May, Emergency Management Director.

Matt May, Emergency Management, said we are happy to be here. What we'd like to present to you tonight has been a piece of our County Emergency Operations plan for a long time, but the request of the folks at, excuse me, at the request of the folks at FEMA. They would like to see us all across the country break this piece out because it's become so obvious it's so important, that it really denotes a need for its own plan and the best example we have of that is actually not very far away down in Joplin, Missouri. They are still in recovery from 13 years ago now. I have to count back with my fingers and toes.

The lady who did the recovery process was a citizen who had just retired from her business and her name's Jane Cage. I've had the opportunity to get to know her fairly well over the years and seen her present many, many times about the challenges that they had. We went to learn from her and that has become kind of the gold standard, what they ended up doing to get through

recovery. It's really key to getting us back online, getting our community back the way it was before if not better. To that end we're going to show a PowerPoint real quick, and Susan's going to walk us through the document.

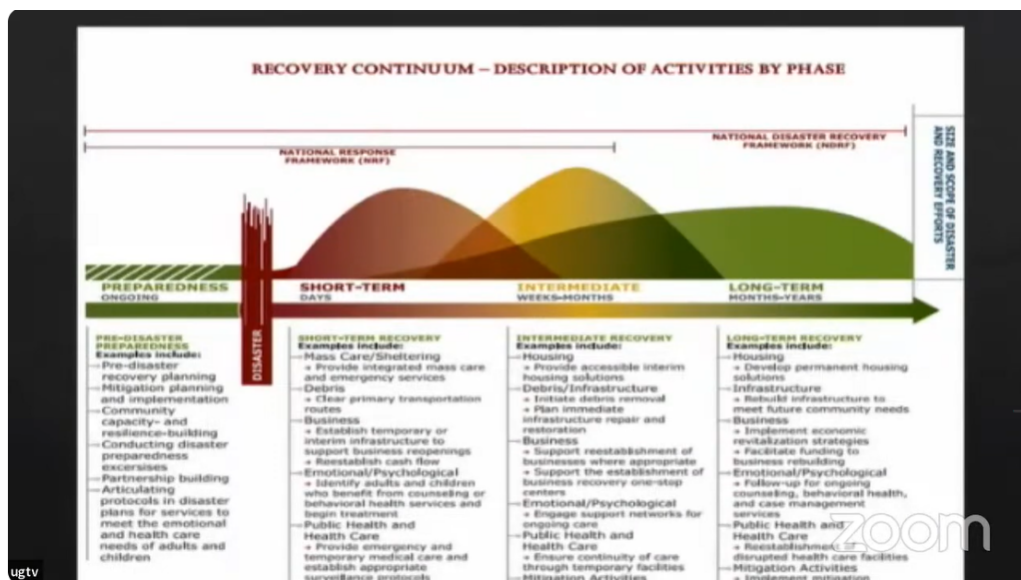
Susan McMahan, Emergency Management Department Deputy Director, said good evening and thank you for allowing us to come present this plan to you tonight. I'm the Deputy Director of the Emergency Management Department and I also oversee the Planning Department.



Like Matt said, recovery is the longest piece of a disaster and we have pulled that out to start our own plan. FEMA recently in the last 18 months changed how this plan is to be put together. We are meeting with this plan the FEMA requirements for pre-disaster Recovery plan.

It is like Matt was saying Joplin was 12-13 years, they are still not deemed recovered by FEMA standards. Here in Kansas, Greensburg took 9 years to be deemed recovered. At the beginning of this presentation, it says that we're in this for the long haul. Recovery is a gigantic piece and to have a pre-disaster recovery plan will promote effectiveness. It will expedite us getting back on our feet and do the things that we need to do on long-term bases to make sure we are successful, and that our community, not only is returned back to the status it was before the disaster, but now FEMA is really pushing us to be better and to implement more strategic urban

planning and different things like that, so we don't have the same problems if we have a disaster next time.



We use this recovery continuum throughout the whole plan. If you have looked through it, it's in every Recovery Support Function, which I'll refer to as RSF. We're right in the green, that very first piece, we're in the preparedness part of it. Trying to be ready to move forward, to have plans in place. This document was prepared with the—when we go into the RSF, when you look into it, it has a coordinating agency, a primary agency, and a support agency. The coordinating agencies and the primary agencies in each one of these has set with us in a workshop, worked through what we need to bring forward in that particular piece of theirs, and it also assigns responsibilities to the coordinating and primary pieces and departments that are in this plan.



(RSF) 1 - Community Planning and Capacity Building (CPCB) is to ensure effective and efficient actions are being taken to expedite recovery and to ensure access to needed governmental services. The mission of the CPCB is to enable the jurisdiction to carry out community-based recovery planning and management effectively and efficiently in a post-disaster environment.

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We'll start off with community planning and capacity building, that is RSF number one. Again, it is how to expedite recovery, how to get our community back to at least normal if not better. A community-based recovery planning is extremely—we have community departments within the UG itself and they partnered with us and when you go into the plan, into that RSF, you will see that Community Development, Planning and Urban Design are our key folks that help us create this piece. That is where we're with that one. **Mr. May** said if I can jump just to add one thing. We know that our Urban Planning Department is working very hard to work on that master plan. This is very closely tied to that, in fact I would say it's really the backbone of this particular RSF, just to make sure that you've got that plan in place and so it makes it even we're leveraging work that's already being done to make this even better.



economic and business activities to a pre-disaster (if not better) state. The main purpose of this plan is to aid in effective decision-making processes, that ensure resources are expanded efficiently, effectively and in a manner that stimulates near-term economic growth. It should also add long term economic value with sensitivity to environmental impacts where possible.

zoom

Ms. McMahan said Two is about economic recovery. How are we—how do we have the ability to return our economic status, our business activities. Which we saw through the pandemic our small businesses sacrificed and some of them did not come back. The average business, if it does not have a continuity of operations plan or an emergency operations plan, 40% to 60% of businesses do not come back after a disaster. Those are things that we really push through the economic side of the house, is how to get our businesses prepared to handle being out of business for a while, rebuilding and different things like that and how to get our economic growth back. I know I think 2020 we were very successful in economic growth on the big picture of big companies, but when it came to our small businesses they were really struggling.



Function (RSF) 3 - Health and Social Services is to continue to support the providers of essential services, restore health and social services operations and networks post-disaster. RSF 3 outlines the framework to support local recovery efforts that address public health, healthcare facilities, coalitions and essential social services programs that promote a more effective recovery through supporting individuals and families affected by a disaster.

zoom

Three is Health and Social Services. This is how we are going to keep our people safe during post disaster situations. What that framework and support looks like—you know the one positive thing out of the pandemic that came out was the ability for our Public Health Department and our EMS, and the Fire Department, how they pivoted and they brought new projects to help our community out at the very—you know when the boots hit the ground, at the people's homes and different things like that. This is what we would do in a post-disaster position of recovery, is to make sure those Public Health initiatives are still kept in place. Making sure we help our people that are stuck at home and different things like that after a disaster of any size or scope.



Housing discusses aspects of short-term, intermediate, and long-term redevelopment of housing after a disaster. The goal of housing recovery is to enable Wyandotte County and municipalities to quickly move impacted residents out of emergency shelters and into safe and accessible long-term transitional housing while assisting in the repair and replacement of the damaged housing stock in a timely and efficient manner.

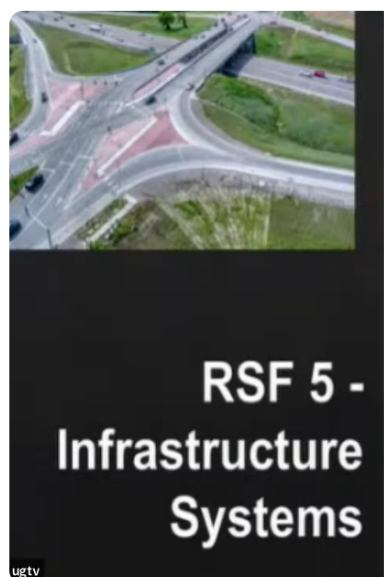
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Number Four is Housing. Even in a blue-sky day, which we are in right now, which means it's good. There's nothing on the horizon right this moment that we have to really super worry about. On those blue-sky days we still have a problem with housing here in Wyandotte County. Let alone take a tornado EF-3 or better through the core of our community and then we're really hurting for housing. It goes into the steps of when looking at that continuum throughout this document. It goes through the short term, the intermediate and the long-term steps and each one of them has specific things we need to accomplish to be able to say that part is complete.

With housing it's like how are we going to have—handle the housing crisis that we're in right now. How are we going to recover, because a lot of people—if you go back to Greensburg, the median age of Greensburg was like 60s and 70s before the disaster and then now it's in their

30s and 40s. A lot of those people, especially the elderly, did not rebuild their homes. They did not come back to town, and those kinds of things are things we have to plan for.

We already have that situation in some of our housing issues, is the family—the house has been passed down through generations and it's just sitting there, and if it is partial destroyed or can you know completely destroyed, are they actually going to rebuild. Those are the things that we really need to pay attention to. Housing is really one of my things that I'm really passionate about, is trying to make sure that our people in our community have what they need to be successful.



Infrastructure Systems facilitates the restoration of infrastructure systems (e.g., energy, water, dams, communications, transportation systems, food production and delivery, government facilities, utilities, sanitation, engineering and flood control, systems that directly support the physical infrastructure of communities, and physical facilities that support essential services) and services to support a viable, sustainable community. This RSF improves resilience to and protection

Five is Infrastructure Systems. This is the Turner Diagonal picture. How to facilitate restoration of key major life safety entities that we have to have in order to survive—that is waters, that is the transportation system itself, which includes anything from air, road, rail and those kinds of things. How are we going to get things, any products into our community when a disaster happens.

Food production—you know we are very high in the infrastructure of Fairfax. We have the second largest rail yard in the United States right down the road from us. Those kinds of things—our water, wastewater, all of that energy everything comes into this one.

How are we going to get everything back on. During an ice storm we can be without power, in some places without power for weeks. Can we actually do that in an urban setting? No. Hospitals need power, they need water, they need everything they can do because they're the ones that are handling all the life safety issues that came from that disaster. How to support them, how to get our community back and running.

We collaborate across all UG. We've had almost every department within our office at some form in a planning position for all the plans. This is my fourth plan in two and a half years. We encourage all of those departments to come in and work side by side with us to ensure that we have the capability to make sure we have what is needed, when it is needed, and if there's any hiccups that we work through that as a team.



Natural and Cultural Resources (NCR) facilitates the preservation, conservation, rehabilitation, and restoration of natural and cultural resources consistent with post-disaster community priorities. This RSF should be compliant with applicable environmental and historical preservation laws and executive orders.

RSF members work together to leverage existing NCR capabilities, build additional NCR capabilities, and identify potential funding and other resources to help address at-risk and affected NCR with

Six is about our natural and cultural resources. That is how we are going to preserve and conserve, rehabilitate, restore, natural and cultural resources. Part of that County Emergency Operations plan Matt was referring to earlier has a piece in there about natural resources and historical buildings and things like that. How are we going to protect them when it comes to rebuilding them in the way they have to be rebuilt, making sure that we get everything back to at least normal if not better. We have numerous different areas within the community that has specific assignments set to it that we really have to pay attention to because when you get into the historical side of things or the cultural—the natural side of things—there are specific federal laws, cultural resources and things that we need across. We have, I think, at least 16 different languages that are spoke in the UG, and that comes with a lot of cultural information that we need to have, and we need to make sure that no matter who is represented in our community that they have a voice and how their area, their neighborhood, is going to be restored.

That is all six into a quick little presentation for you.

Mr. May said here's Susan's pat on the back. To our knowledge, no other jurisdiction has done this plan. We are really known in my industry for plagiarizing, or what I call emulating best practices, learning from each other. There was nothing that—we have one other jurisdiction, Greene County, Missouri, who's even attempted this before. By their own admission their plan is out of date and out of spec as far as the new planning standards are concerned. What Susan's built here is unique in the four-state region to the best of our knowledge. We're really proud of that and proud of the work that's gotten into this. We are nowhere near done by any means, but we want to get this in and in play, because this can be something we have to pull back out of the hat tomorrow. We know that, so we want it in play. We want you folks to have it in front of you and know where we're going with this.

Then know that we'll continue to touch it and be that green document that we expect all of our plans to be and try and improve it, make it better. We're going to have some huge meetings of a lot of people that we don't normally talk to outside of our usual standard reach of group. That's going to include a lot of private industry. It's going to include a lot of these cultural groups that Susan was talking about and find out what their needs are going to be post events so that we can try to address them.

Are we going to fix them? Nope, not every single one, but we're going to try really hard. We sure can't do it if we don't know about it. We're going to be doing a lot of reach out. A lot of community engagement to try and flesh this plan in. It's by our standards pretty small right now, but it will grow over time to try and address those individual issues. We stand for questions.

Chairman Bynum said thanks, as usual my hat's off to you and your department. You just go to your spot and do your work. I sincerely appreciate it. You always do an amazing job for us. Questions from the committee, and Commissioner Johnson is online.

I do have a question. During the pandemic all of the nonprofits and social service agencies that we saw turn on a dime and respond, are we inviting them to this table, are they included here?

Mr. May said it was actually fortuitous that we got to meet a lot of them for the first time. Yes, we've invited them to meetings so far, but in addition to that we're going to be doing a much broader reach out. We started with our core group, our departments, and made sure that we have a lead person or a lead department for each one of these RSF's just like we do with the CEOP. But

we also know that we have to get a much broader reach and so we've asked those folks to start to accumulate a list of who they think ought to be at the table, because they know their partner is much better than we do. That includes everybody from the builders, to again the service providers that you talked about, the safety net clinics, all those folks, and try and make sure that they all have a voice in this process. It might take a while to get everybody we need to get into this. It might be a year or two before we really flesh it to where I think it ought to be, but this is a good start and it's a good example. The state is about a year behind us, quite honestly, they are working on theirs and we'll see what they need to adopt to. We may see some changes because of their additions to the planning standards.

Ms. McMahan said and if I may, if you—in the particular RSF's if we have the coordinating agency, the primary agency, the support agency. The support agencies are all those outside agencies that we have spoken to or have engagements with, but if you know of somebody we are missing. Please let us know and then we can reach out, have coffee with them, and get them into our plan. **Chairman Bynum** said I will do that. So many—in that situation, you had so many responses from agencies who wouldn't normally maybe be doing that thing, but it was all hands-on deck. They may not want a seat at the table, you know, for a future event but those that I'm aware of I will just make sure you know the names of those agencies.

Chairman Bynum said are there any other questions or comments? Clerk, did we receive any online comments or is there anyone online that wishes to speak. **Ms. Sparks** said no comments received, and no hands raised.

Commissioner Markley said I will say that that language plagiarization that you referenced, in my line of work I call that borrowing language. **Mr. May** said there you go exactly. We all talk about it differently. **Commissioner Markley** said I would move to approve and add this to our plan.

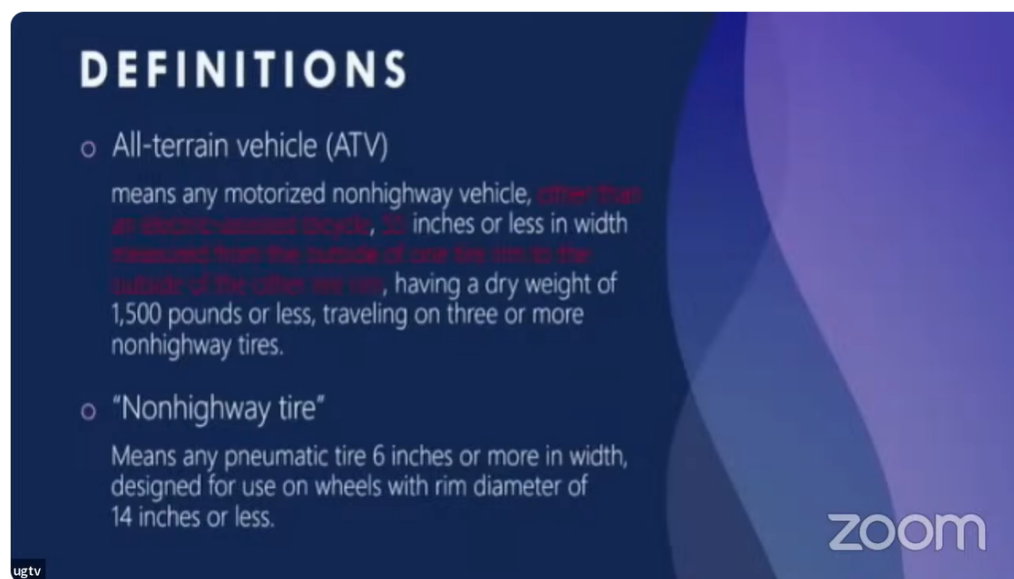
Action: **Commissioner Markley made a motion seconded by Commissioner Ramirez. to approve, approved 5/0. Roll Call** was taken and there were five “Ayes,” Kane, Markley, Johnson, Ramirez, Bynum.

Chairman Bynum said thanks for all the work and effort. Next, we have an ordinance requesting approval for amendments to Chapter 35 of our Traffic Code. We have Legal here with Casey Meyer and Major Steve Owens. Introduce yourself please. Sheriff, oh you're not part of this, you can be if you want to. I'll turn it over to Casey Meyer.

Item No. 2 – 212204...ORDINANCE: REQUESTING APPROVAL FOR AMENDMENTS TO CHAPTER 35 TRAFFIC ATV

Synopsis: Approval of amendments to the Code of Ordinances relating to all-terrain vehicles, submitted by Chief Karl Oakman, Kansas City, Kansas Police Department.

Casey Meyer, Legal Department said this ordinance was requested by the Police Department, I have Major Owen and Captain Dorsett here to answer questions. The original reason is, I believe they've been receiving several calls for service in the last couple years and complaints related to the operation of ATVs on our public streets.



When I pulled our ordinances regarding ATV use, the last time it was updated was 2002. I went ahead and researched our current statutes and made some updates based on current statutory language as well. In addition, just to clean some things up, this was originally in Section 19 which provides for licenses, permits, and other administrative regulations. But because we moved this

from a civil violation, which would be more administrative and changed it to a traffic infraction. I removed it from Chapter 19 and put it into Chapter 35.

The first one is just a statutory language change, this makes it consistent with state statute. This is now the definition that's included in our Kansas state statute.

MOVED FROM CHAPTER 19 TO 35

- Chapter 35 Traffic, adding new Article XXI. All-Terrain Vehicles (ATVs) Sections 35-967 through 35-971; and repealing Article X. All-Terrain Vehicles (ATV's) from Chapter 19 Licenses, Permits and Miscellaneous Business Regulations Sections 19-304 through 19-310 of the Code of Ordinances

REMOVED

- ~~Sec. 19-306. Registration of all terrain vehicles. (a) No ATV shall be used in the city unless it has been registered with the office or department of the unified government, as designated by the county administrator, and has been issued a license. The registration fee, license, insurance requirements and other requirements shall be as ordered by the county administrator. The owner must sign an acceptance of liability for any operator of the ATV. (b) No ATV shall be used in the city unless it bears a number identification of the license.~~

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I removed an entire section regarding registration of all-terrain vehicles, because of the definition of an ATV, it actually doesn't have to be registered pursuant to state law. After doing some research and talking to multiple departments within the Unified Government, the way this section read it was unenforceable and it was unclear to the public where they may go to actually comply with this

section. After speaking with all of those departments the determination was made to just completely remove this section.

AMENDMENTS, OTHER THAN SECTION NUMBER)

- (1) Use of an ATV one-half hour after sunset to one-half hour before sunrise without headlights and rear lights installed and illuminated.
- (2) Use of an ATV without a rearview mirror.
- (3) Use of an ATV without a warning device such as a horn.
- (4) Use of an ATV with more than two people on each seat, unless the seat has been specifically designed by the manufacturer to hold more than two people. In no case shall there be more passengers than the ATV is designed to carry.

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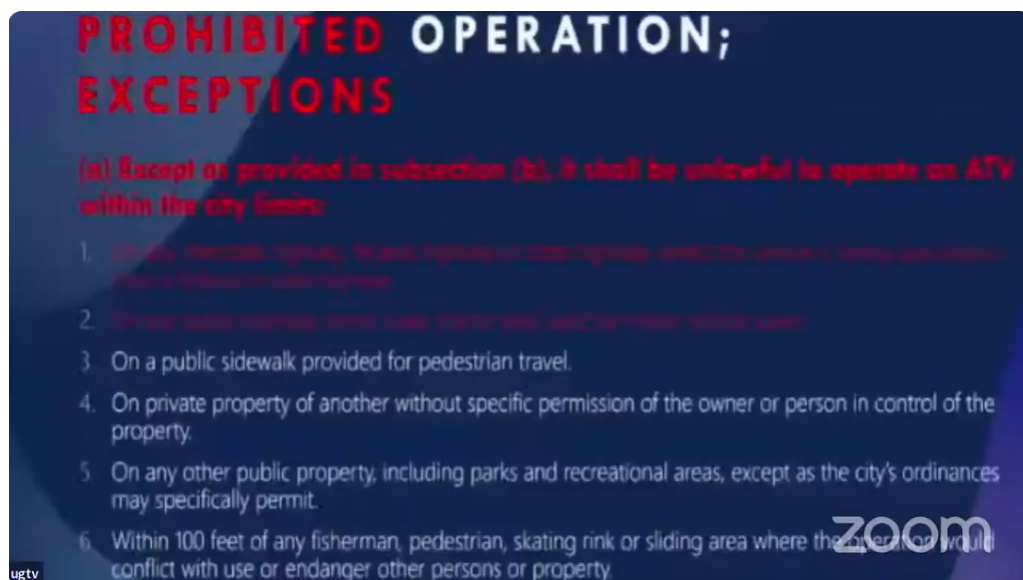
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UNSAFE USE PROHIBITED

- (5) Use of an ATV without the driver and passengers wearing protective headgear. The headgear must conform with minimum standards of construction and performance as prescribed by the National Standards Institute specification Z90.1 or by the Federal Motor Vehicle Safety Standard No. 218.
- (6) Use of an ATV by a driver under the age of 18.
- (7) Operating an ATV that is not equipped at all times with an effective and suitable muffling device on its engine to effectively deaden or muffle the noise of the exhaust. Each ATV must meet noise emission standards of the United States Environmental Protection Agency and in no case exceed 82 decibels of sound pressure level at 50 feet on the "A" scale as measured by the SAE standards.

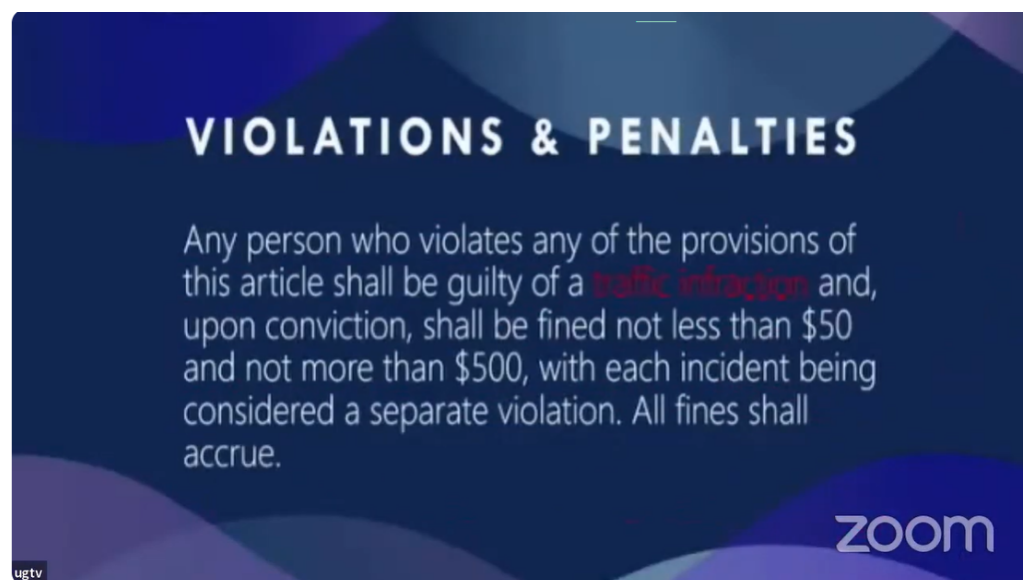
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The unsafe use prohibited—I'm not going to go through every single one of these because this is the same language that was already in the ordinance. The majority of the changes were made in the old Section 19-308, new Section 35-970, which is the prohibited operation of ATVs and exceptions to this section. Again, I added several sections which are consistent with state law, also consistent with many other municipalities' language. I borrowed from their language as well.

Because the Police Department is going to be using ATVs and I will let them talk about that, I built in an exception for our Police Department, Fire Department, Sheriff's Office and any other Unified Government Department in case they ever have a public use or a Unified Government use for an ATV, they will be excepted.



Finally, we changed the civil violation which was difficult to enforce because it was civil in nature to a traffic infraction.



Previously there was this interesting section talking about enforcement, whatever Department designated by the County administrator. Again, that was a little confusing so to clean it up that was removed. That's it, if you have any questions I am here and so is Major Owen and Captain.

Chairman Bynum said Major Owen do you want to tell us about the ATV use by the Police Department?

Major Owens, Police Department, said yes ma'am. Across the country from small departments to large departments, like New York City, all uses different types of vehicles to conduct a job. We've never had ATVs or all-terrain vehicles use in our city for assistance in law enforcement and the public. We've come into situations where they become very useful and very handy. Everything that we use is a tool and this would be another tool to use when it comes to locating, let's say, small children that walked away from their house, children with disabilities disappear in a wooded area that we can't necessarily get by vehicle and it's a large area to cover on foot. Drones are a tool that we do use, however they are limited in their capabilities due to battery life and weather conditions.

We wanted to bring into our department a tool we can use to facilitate those needs. This is not something that we will use on a day-to-day basis, but rather an as needed basis. They will be located and if needed, an officer can go pick up an ATV somewhere being stored locally and bring that to the location where it's needed. Captain Dorsett has assisted me in this endeavor. We came across this in researching stuff and was able to get some funding for this on a grant. He's helped me quite a bit and done a lot of leg work on this.

Captain Dorsett said as Major has stated, several other agencies have been using them for years and we've learned a lot from their usages, just to our large outdoor functions, whether it be something out by the Legends, or a lost child, or adults. There's actually a quite large rural or wooded part of our County that is very inaccessible by either foot or a traditional vehicle. This will give us a lot better access to and to be able to help those in need much faster.

Chairman Bynum said are there questions or comments.

Commissioner Kane said I've tried this a long time ago, they told me I was crazy. So I guess I'm not crazy. Any fair that you go to, any parade that you go to, Speedway, American Royal, all these are examples of why you would want to use these. I got mashed by the Police Department when I brought it up and in fact, he's my neighbor, but I think it's an excellent idea. It'll cover more ground. They're more mobile than a vehicle. They're better than a horse because you don't have to clean anything up. This moves us forward and we've been on the back burner for a while. Can I make a motion?

Chairman Bynum said yes, but I have a question about the traffic law part. I'm just curious about the changes that we're making to the ordinances around ATVs. Are those folks going to be written a ticket and they're going to come to Municipal Court, is that right or they can just pay the ticket?

Casey Meyer said that's correct.

Chairman Bynum said so if you have someone who is already abusing this and has called the police numerous times, and now continues to abuse because they don't care about getting a ticket, does it escalate just like other enforcement would? **Ms. Meyer** said yes, each violation would or

should aggregate the fine. **Chairman Bynum** said would it ever result in taking away other driving privileges? **Ms. Meyer** said well it's just a traffic infraction and I don't think so.

Captain Dorsett said I'm positive on that process being that a driver's license is not required, so there would be nothing to suspend. But just some perspective, we've been tracking dirt bike, ATV complaints for the last year and a half roughly. In just our last 60-day period we had over 500 ATV, dirt bike complaints just in that time frame alone. Usually that involves a very reckless driver being out on a main thoroughfare just causing a lot of problems. This gives officers much more teeth and as far as enforcement. There is actually a penalty to creating this sort of havoc on the streets.

Commissioner Ramirez said my questioning statement is along with what Commissioner Bynum was saying, I guess that their each infraction is taken upon itself, and it could aggregate. What if they just keep breaking the law and just keep paying the fine? What other repercussions do we have to put more of those teeth in it? That's my—because I know people probably would do that. They just don't care and they're going to keep paying that fine and just keep breaking the law over and over.

Major Owens said not for sure what the fine is. **Ms. Meyer** said it can vary. **Major Owens** said it's up to a judge. **Ms. Meyer** said up to \$50 to \$500 dollars. **Major Owens** said again this is depending on the person. You know a \$500 dollar is a large fee. If they continue doing it over a period of time obviously it's going to—they're not going to be able to afford to continue to do that. We don't want it to be—we want to be an educational thing. Not necessarily somebody that... Obviously, we want to punish them but this is not a like a money making you know opportunity or nothing like that, but we want them to get the get the idea, the hint that it's illegal to do so and it's dangerous and reckless. Some of the things that they're doing with them endanger the lives of not only them, but the citizens in this community. To answer your question, roughly it's a possibility that we may be able to seize such vehicle if they continue to do so and then we would pursue that route.

Commissioner Ramirez said I do support this. In the beginning when I did come in, I was a little edgy because I didn't fully understand what was happening, but now I do fully support this and if it's going to help our Police Department be able to do their job, our Sheriff's Department, I'm in 100% support.

Commissioner Johnson said how many are we—have we already purchased them or are we going to purchase them? I guess it's the question. **Captain Dorsett** said we have—our grant has allotted four and we have purchased five. They should be—supposed to be arriving sometime in the next two months. We'll have a training process with the officers that will be using them as well.

Commissioner Johnson said I know that in some parks there is a lot of traffic. I was at an event at Quindaro Park one day and they were going up and down, and up and down at all kinds of speeds. I don't know what the process is—would we just call the Police Department and what's the process? How can that be deterred, I guess is the question that I have.

Captain Dorsett said yes, that would they're going to be readily and quickly available for officers to be able to pick up and respond out to try to address those complaints, but yes just calling Communications would be the way to get that assistance out there. **Commissioner Johnson** said which I'm sure you already are fully aware of the traffic that happens in our public parks. **Captain Dorsett** said absolutely.

Chairman Bynum said, Madam Clerk, is there any comments online or received by email?

Ms. Sparks said no comments received, no hands raised. **Chairman Bynum** said excellent. Any other comments among our committee here?

Commissioner Kane said well, I'd like to have a park where they could ride through.

Action: **Commissioner Kane made a motion seconded by Commissioner Ramirez. to approve, approved 5/0. Roll Call** was taken and there were five “Ayes,” Kane, Markley, Johnson, Ramirez, Bynum.

Chairman Bynum said our next item is an agreement between our Wyandotte County Sheriff's Office and the Kansas City, Kansas Police Department, within the unincorporated City of Loring. Major, are you staying put for that and here comes the Sheriff. I will recognize Casey Meyer with Legal again.

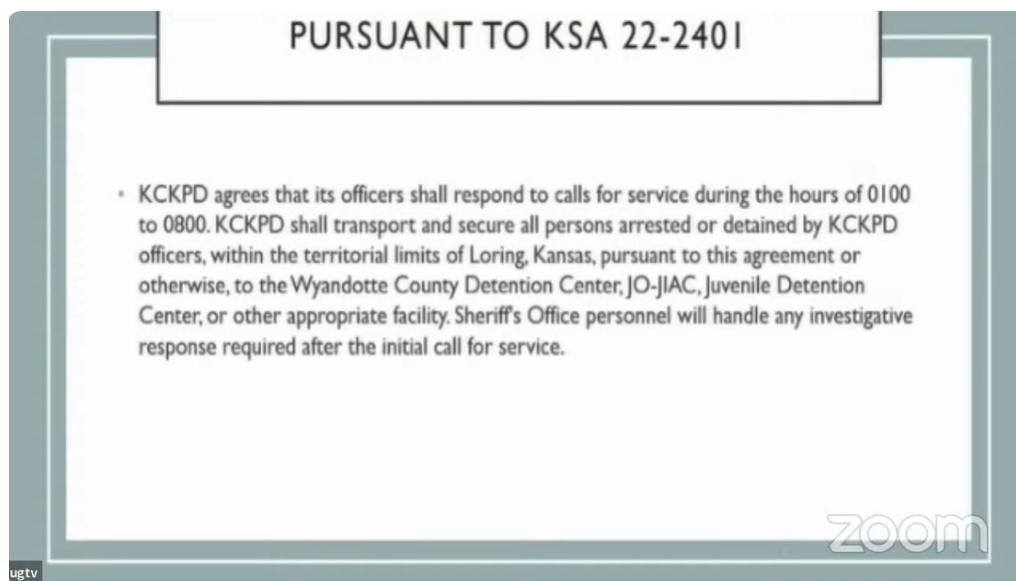
Item No. 3 – 212202...RESOLUTION: AUTHORIZING AN AGREEMENT BETWEEN WYCO SHERIFF'S OFFICE AND KCK POLICE DEPARTMENT WITHIN THE UNINCORPORATED CITY OF LORING, KANSAS

Synopsis: This is a Resolution authorizing the approval of an agreement between the Wyandotte County Sheriff's Office and the Kansas City, Kansas Police Department regarding the provision of law enforcement services within the unincorporated city of Loring, Kansas pursuant to K.S.A. 22-2401a, submitted by Casey Meyer, Legal Department.

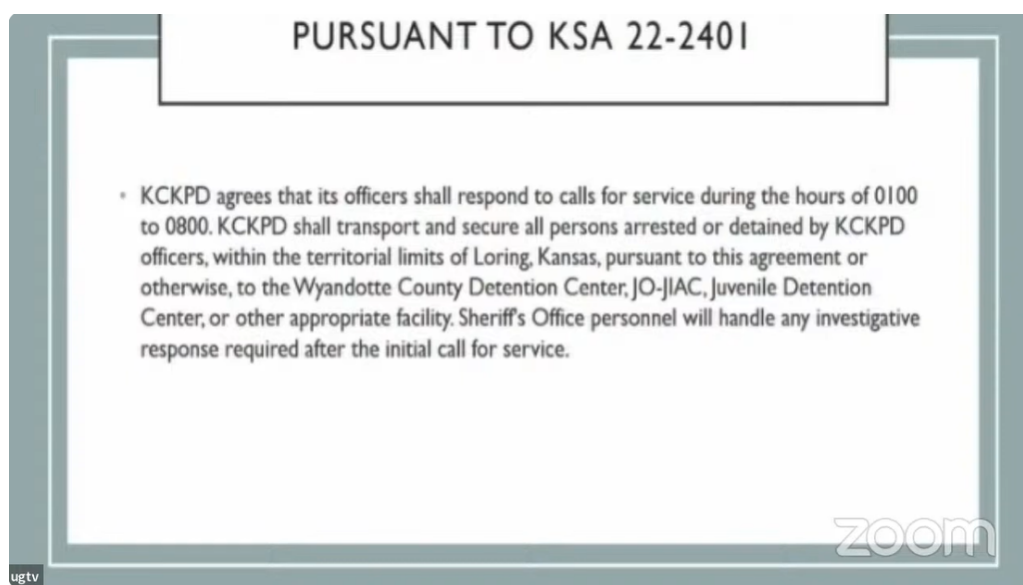
Casey Meyer, Legal Department said Sheriff Soptic is here to answer questions as well as Major Owen. This is a resolution requesting the commission's approval of the inter-agency agreement to address jurisdictional issues in the unincorporated City of Loring, Kansas. This is going to be a super short PowerPoint.



When people say what is Loring, where is Loring? This is where Loring is. I know it's difficult, this is the best I could do with our map.



The substantive section of our agreement that is probably the most important, is that state statute specifies what law enforcement agency has jurisdiction. The Sheriff's Office has jurisdiction anywhere within the county of Wyandotte. The Kansas City Kansas Police Department has jurisdiction anywhere within the city of Kansas City, Kansas. If requested by an agency that has jurisdiction, then Kansas City, Kansas can respond to assist. Basically, what the agreement is, it's just summarizing the statutory authority that can already exist in statute. We're just writing it down.



In this situation though, the Police Department's response will be limited to calls for service during the hours of 100 to 800. Anybody that they may have to arrest or detain will be returned to the

Wyandotte County Detention Center, the Juvenile Intake and Assessment Center or Juvenile Detention or whatever facility is appropriate. Then if there is any further investigative process that needs to occur the Sheriff's Office will take over from there. The Sheriff's Office will continue to handle any other calls for service that are outside of those time ranges.

Chairman Bynum said that's very straightforward. Sheriff or Major, anything you need to add to this to clarify. **Sheriff Soptic** said not for me, I can answer any questions you guys might have. **Chairman Bynum** said questions or comments.

Action: **Commissioner Kane made a motion, seconded by Commissioner Ramirez to approve, approved 5/0.**

Chairman Bynum said, Madam Clerk, did we receive any email comments or anyone online wishing to comment on the item. **Ms. Sparks** said no comments received, no hands raised. **Chairman Bynum** said we have a motion and a second, so I will take roll call on the item.

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

Chairman Bynum said Item Four is a resolution approving the sale of Unified Government property and renovation of the Armourdale Pump Station. We have James Bain from our Legal Department and Joe Barnes and company with Public Works here to explain this to us. Thank you very much for being here. James this is one of those things where I just feel like it's important for the public to understand when we talk about acquiring land or any of these legal maneuvers. I just feel like it's really important for our community to understand exactly what it is we're bringing forward and talking about and that we do these things for the public good. I will hand it to you.

Item No. 4 – 212203...RESOLUTION: APPROVING THE SALE OF UG PROPERTY AND RENOVATION OF THE ARMOURDALE PUMP STATION

Synopsis: A resolution approving the sale of Unified Government property and authorizing the purchase of land necessary for the renovation of the Armourdale Pump Station, submitted by Joe Barnes, Public Works Department, and James Bain, Legal Department.

James Bain, Legal Department said that's the plan tonight is to first kind of take you through the real estate acquisition plan for the AID Pump Station expansion. The resolution in front of you authorizes the sale of Unified Government property. Under Unified Government policy, the commission must approve any land sale over \$75K dollars. You'll hear all about who we're selling it to, their business plan, and business expansion, as well as the acquisition of real estate that is necessary for the AID Pump Station. I'll turn it over to Joe Barnes to get into the presentation.



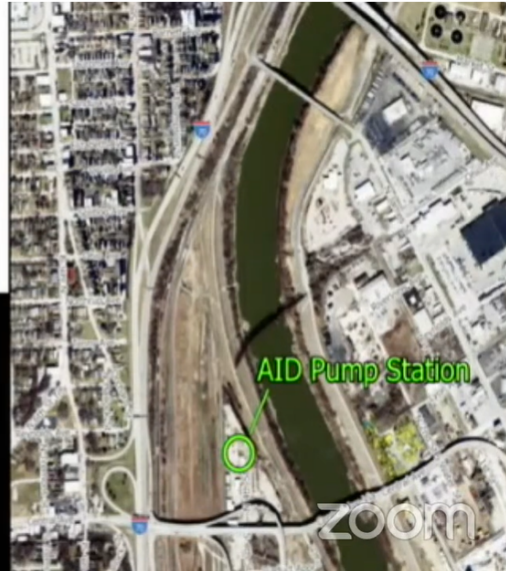
Joe Barnes, Project Manager Water Pollution Control, said Armourdale Industrial District Pump Station, we call it AID for short. This is one of our oldest Pump Station in the system. It's almost 60 years old, and it's our largest pump station.

AID PUMP STATION REHAB PROJECT

PROJECT NEEDS

59 YEAR OLD PUMP STATION
LARGEST PUMP STATION IN UG
TWO RECENT FAILURES TO PIPING
EXPANDED SITE FOOTPRINT

ugtv



It takes on flow from the Kansas River up to 635. There's a large service area that drains into this pump station and it pumps it directly into call Kaw Point Wastewater Treatment Plant.

We've had two recent failures over the past year and a half of failed piping inside of the station, and there's no redundant piping. It's just one big Center column. All the pumps pump into one center pipe and we have no way to divert flow. We can't do any pump around if those pipes break.

We started design on a rehab of this project and we're in contract with Garney Construction currently, under construction manager at risk. As part of the project, we need to put in redundant pipes. To do that we have to go on the exterior of the property to do that. There's not a lot of room that the property that the UG actually owns.



I'll try and point to it. The pump station is this small white square here, and the property that the UG currently owns is just right around it. There's no room on each side to expand. When we started the design we knew that we were going to have to put piping on the exterior. So, we started approaching the property owners, adjacent property owners, letting them know what we're intending to do, why we have a need, and through negotiations with the property owners, there's a representative from Dana Industries, Shawn Hensley with us tonight, so if you have any questions for him, he's here. We started negotiations with them saying we needed to purchase property. The red property or the red box is what we have negotiated and settled on. Originally, we had an expanded footprint that we were going to purchase just to take up to get to the edge of a property line, and through negotiations they said hey we're down here trying to improve this area we're going to add some rail lines can we work together and come to the solution. We went back and forth for quite a while and we settled on the actual area that the UG needs, and the area that they need to expand their operations.

Through these negotiations we settled on the agreement that James mentioned. We're going to buy the red property for about \$32K dollars for the area that we need for the pump station rehab. Then the green area, the long skinny green area, the roadway into the station and then the green box here has the yellow ones in it as well, we're going to sell that property to Dana Industries. It has a value of almost \$200K dollars.

This area there's another wrinkle, the levee is getting raised down there as part of the levee project. The CORP had been negotiating and used eminent domain to purchase some property

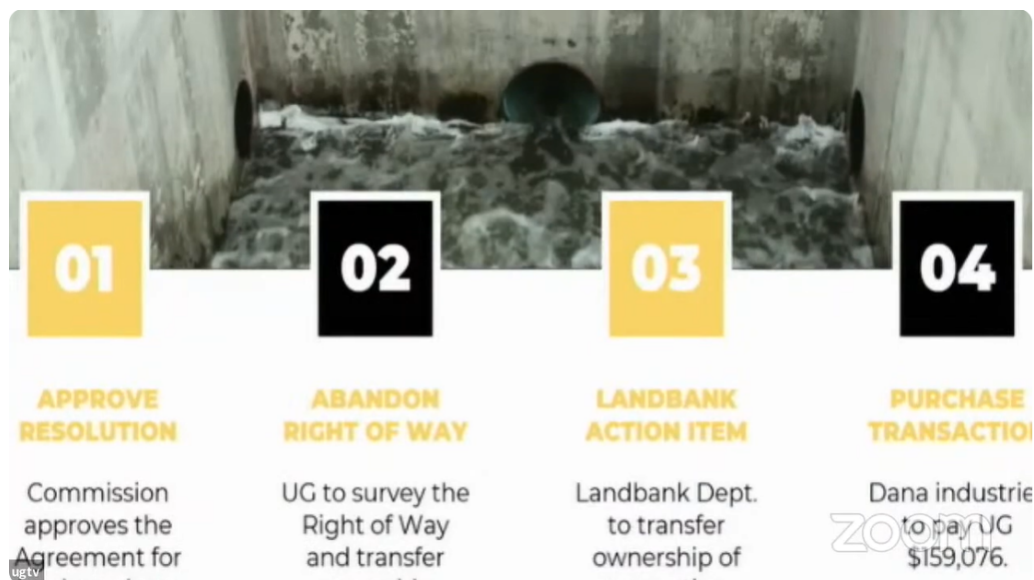
down there. There's an active appeal, an appeal on what the valuation of that property was and what the property owners got for it. This agreement is also going to dismiss that appeal. It's kind of a win-win-win I feel like. There's a couple nuances of this. There's right-of-way, there's Land Bank property, there's UG owned property. There's a lot of a lot of different property types. We're going to have to go through some other commission meetings and processes to actually vacate right-of-way and to sell these properties. But tonight before you is just the agreement.

Mr. Bain said tonight is the approval to sell the UG owned property and agree if the right-of-way is vacated through Planning Commission and through a future commission, we are receiving money in consideration for that right-of-way vacation, if it happens. No documents would be signed tonight or next commission meeting. There's still a few steps but we went through the approval to sell the property first because if we didn't get that approval, we wouldn't need to go through the vacation process because there would be another solution to acquire property without selling UG property. This is the first agreement that Dana Industries was comfortable with, the Unified Government was comfortable with, and so that's why the property sale is before you first.

Chairman Bynum said questions for the gentlemen, Joe or James. **Mr. Barnes** said there's a couple other slides. **Chairman Bynum** said oh, sure please.



Mr. Barnes said this is just a drawing of their conceptual layout of additional rail lines down next to the pump station, and the green boxes is where our pump station is. They're going to bring two new rail lines directly adjacent to that. That's where we got into the negotiation of how much property do we need versus what do they need for long-term operations.



Then like James has mentioned, come with the resolution today and then we'll go through the process of abandoning the right-of-way. We'll go through the Land Bank process to change ownership of Land Bank properties. Then at the end of that process, then we'll actually receive payment for those properties.

Commissioner Johnson I didn't have my hand up initially, but now that we went through the slides, I guess I have a question. The actual amount is \$159K, but the other slide said \$191K, the difference being what? **Mr. Barnes** said that was the difference between what the valuation is of what we are going to acquire, and what they're going to pay us. **Commissioner Johnson** said I got it.

Commissioner Kane said I know why the redundant lines, but can you explain that? **Mr. Barnes** said say that again. **Commissioner Kane** said the redundant lines, you're going to run two of them there, right? **Mr. Barnes** said correct, yeah. So, currently there's five pumps in the pump station. They come into one common header pipe, go out and then there's one force main to the pump

station. Common practice of conversation design is to have redundant piping in case one side fails we can have a secondary for long term. Does that make sense? **Commissioner Kane** said that actually happened at General Motors. They put one pipe in for the waste. It got messed up, so now they got two pipes. I move for approval.

Chairman Bynum said thank you very much I just want to say that if someone had told me five or six years ago that I would care about and be excited about things like pump stations, I think I would have disagreed but when you bring a win, a win, and a win it's easy to care about it and be excited about it, plus it's really interesting and important. These are the hidden things that make a city operate. Thank you very much, we have a motion and a second. Madam Clerk, I will ask if there were any comments received or anyone online that would like to come in?

Ms. Sparks said no comments received, no hands raised.

Action: **Commissioner Kane made a motion seconded by Commissioner Johnson. to approve, approved 5/0. Roll Call** was taken and there were five “Ayes,” Kane, Markley, Johnson, Ramirez, Bynum.

Chairman Bynum said I believe that is the last item on our Public Works and Safety agenda tonight, so we will adjourn as that committee. I will hand this to Commissioner Markley for Administration and Human Services. **Ms. Sparks** said commissioner we need a motion. **Chairman Bynum** said we need a motion to adjourn.

Adjourn

Action: **Commissioner Markley made a motion, seconded by Commissioner Ramirez, to adjourn. Roll Call** was taken and there were five “Ayes,” Kane, Markley, Johnson, Ramirez, Bynum.

The meeting was adjourned at 5:53 p.m.

BM



Report to Public Works & Safety

MEETING DATE	PRESENTER	DEPARTMENT
	Phillip Lockman, Director plockman@wycokck.org x8099	Community Corrections
AGENDA ITEM #IV.1.		
APPROVAL: FY25 ADULT COMMUNITY CORRECTIONS KANSAS DEPARTMENT OF CORRECTIONS GRANT		
BACKGROUND		
This is the 44th year Wyandotte County has submitted a grant request to the Kansas Department of Corrections. This is not a competitive grant in that we will be awarded the grant, but the amount of dollars will be determined by the legislative appropriation and apportioned by the KDOC.		
RECOMMENDATION		
Fast Track Approve		
Approve and fast-track to April 25 commission meeting.		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
No local funds or match required.		
IT/POLICY CONSIDERATIONS		
None.		
PROCUREMENT CONSIDERATIONS		
None.		
LEGAL CONSIDERATIONS		
None.		
ATTACHMENTS		
FY 25 ADULT COMP PLAN		

Approved by Mayor and/or Chair and Administrator to add to agenda.

 4/16/2024
 4/16/2024



29th Judicial District Community Corrections

Prepared by Unified Gov Wyco/KCK
for Kansas Department of Corrections FY2025 Adult Comprehensive Plan Grant - Updated

Primary Contact: Phillip Lockman

Opportunity Details

Opportunity Information

Title

FY2025 Adult Comprehensive Plan Grant - Updated

Description

Pursuant to KSA 75-5291 and KSA 75-52,112, the Kansas Department of Corrections is seeking applications for funding the development, implementation, operation, and improvement of community correctional services that address the criminogenic and behavioral health needs of adult felony offenders. Funding obtained under this award will serve to support local community corrections agencies in increasing public safety, reducing the risk of probationers on community corrections supervision, and increasing the percentage of probationers successfully completing community corrections supervision.

Awarding Agency Name

Kansas Department of Corrections

Opportunity

Posted Date

1/29/2024

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/a62b5220-f93f-4820-a186-090a87b73423>

Funding Information

Funding

Sources

State

Funding Source Description

Funds for this opportunity are appropriated by the Kansas State Legislature and distributed by the Kansas Department of Corrections.

Funding Restrictions

These funds may not be co-mingled with funds from other state or federal agencies or local funds. Refer to the KDOC Financial Rules, Guidelines and Reporting Instructions for other funding restrictions.

Award Information

Award Period

Ends 06/30/2025

Submission Information

Submission Window

01/29/2024 11:30 AM - 05/01/2024 5:00 PM

Submission

Timeline Type

One Time

Submission Timeline Additional Information

No applications will be accepted after the Submission Close Date.

Other Submission Requirements

To facilitate the review process, it is imperative that all funding requests submitted are complete, accurate and include the required signatory approvals. The Board of County Commissioners or Governing Authority for the applicant/administrative county must review and approve the application prior to submission to KDOC. Incomplete applications will not be considered for funding unless or until all deficiencies have been corrected to KDOC's satisfaction.

Question Submission Information

Question Submission Additional Information

For questions or assistance with the requirements of this funding opportunity, the Community Corrections Program Director

should contact their assigned KDOC Regional Contact. Attachments

Eligibility Information

Eligible Applicants

- County

Governments

Additional Eligibility

Information

Any county or group of cooperating counties operating a community correctional services program is eligible to apply for Community Corrections Act funding. However, pursuant to KSA 75-5296, no county or group of cooperating counties shall be qualified to receive grant funding unless and until the comprehensive plan for such county or group of cooperating counties is approved by the secretary of corrections. Additionally, in order to remain eligible for Community Corrections Act funding, a county or group of cooperating counties shall substantially comply with the operating standards established by the secretary of corrections.

Award Administration Information

State Award Notices

Award notifications will be made on or before July 1, 2024.

Awards will be based on the criteria specified in KSA 75-52,111 and 75-52,112 and will be awarded to the Board of County Commissioners or Governing Authority for the applicant county. If the applicant is a group of cooperating counties, then funding will be awarded to the administrative county identified in the group of cooperating counties' Inter-local Agreement.

Reporting

Award recipients will be required to complete and submit quarterly financial and outcome reports in accordance with the following timelines: Q1 (Jul-Aug-Sep) Due on/before: 10/30/2024

Q2 (Oct-Nov-Dec) Due

on/before: 01/30/2025 Q3

(Jan-Feb-Mar) Due

on/before: 04/30/2025 Q4

(Apr-May-Jun) Due on/before:
07/30/2025



Project Information

Application Information

Application

Name

29th Judicial District Community Corrections

Award

Requested

\$1,628,713.35

Total Award

Budget

\$1,628,713.35

Primary Contact Information

Name

Phillip Lockman

Email Address

plockman@wycokc
k.org

Address

812 N 7th St, 3rd
Floor Kansas
City, Kansas
66101

Phone

Number

(913)
573-8099

Project Description

Agency Profile - Adult

Agency Leadership

Director

Name

Phillip

Lockman

Director

Address Line

1 812 N 7th

St

Director

Address Line

2 3rd Floor

Director

City

Kansas

City

Director

State

Kansa

s

Director Zip

Code

66101

Director Phone

Number

913-573-

8099

Director Email

Address

plockman@wycok

ck.org

Does agency leadership include an Executive/Administrative Director? This question is not intended to capture information regarding the County Administrator but rather a secondary level of leadership within the agency.

☐ Y

☒ es

N

o

Which governing authority has direct oversight of the community corrections agency, to include hiring/firing of staff?

☒ Board of County

☐ Commissioners (BOCC)

Governing Board

For multi-county agencies, please provide contact information for the host/administrative county BOCC Chairperson. BOCC Chairperson Name

Mayor/CEO Tyrone Garner

BOCC Chairperson

Address Line 1 701 N

7th St

BOCC Chairperson Address Line 2

BOCC
Chairperson
City Kansas
City

BOCC
Chairperson
State Kansas

BOCC Chairperson
Zip Code 66101

BOCC Chairperson
Phone Number 913-
573-5080

BOCC Chairperson Email
Address tgarner@wycokck.org

Agency Locations

Main Office

Main Office
Address Line 1
812 N 7th St

Main Office
Address Line 2
3rd Floor

Main
Office
City
Kansas
City

Main Office
State
Kansas

Main Office
Zip Code
66101

Does your agency operate any satellite offices?

☐ Y
☒ es
N
o

Does your agency operate a residential center?

☐ Y
☒ es
N
o

Agency Personnel

Does your agency have more
than 25 employees? ☒ Yes

☐ No

Utilize FY25 Personnel More than 25 employees to provide employee specific information. This form should include all employees (adult and juvenile) whose wages are paid, (solely or in part) from state grant funds.
FY25 Personnel More than 25

employees-updated.xlsx Attach a copy of

FY25 Personnel More than 25 employees

here. **Organizational Chart**

Attach a copy of your agency's organizational chart. The chart should contain staff names, titles and if duties are split, the % of time spent on each set of duties.

Example Organizational Chart

FY25 Example Organizational Chart.pdf

Governing/Corrections Advisory Board

Governing/Corrections Advisory Board

Chairperson Name **Teresa Burton**

Governing/Corrections Advisory

Board Chairperson Title **Site**

Director

Governing/Corrections Advisory Board

Chairperson Address Line 1 **8535**

Bluejacket St

Governing/Corrections Advisory Board Chairperson Address Line 2

Governing/Corrections Advisory

Board Chairperson City **Lenexa**

Governing/Corrections Advisory Board

Chairperson State **Kansas**

Governing/Corrections Advisory Board

Chairperson Zip Code **66214**

Governing/Corrections Advisory Board

Chairperson Email Address

teresab@workforcepartnership.com

Governing/Corrections Advisory Board

Chairperson Phone Number **913-577-**

5900

Utilize FY25 CAB Members to provide a current list of your agency's

Governing/Corrections Advisory Board members. **FY25 CAB**

Members.xlsx

Attach a completed copy of FY25

CAB Members here. **FY25 Form-**

CAB_MEMBERS (8).xlsx

Is this a joint board with the Juvenile Corrections Advisory Board?

☐ Y

☒ es

☐ N

☐ o

Host/Administrative County

Does your agency operate as a single or multi-county entity?

[illegible]

Page 1 of 1



- ☒ Single
☐ Multi-County

Name of the
Host/Administrative
County Unified Government
of Wyandotte County

Host/Administrative County Financial
Officer Contact Information
Host/Administrative County Financial
Officer Name
Lacey Russell

Host/Administrative County Financial
Officer Address Line 1 701 N 7th St

Host/Administrative County Financial
Officer Address Line 2 Suite 308

Host/Administrative County
Financial Officer City Kansas
City

Host/Administrative County
Financial Officer State Kansas

Host/Administrative County Financial
Officer Zip Code 66101

Host/Administrative County Financial
Officer Phone Number 913-573-
5861

Host/Administrative County Financial
Officer Email Address
larussell@wycokck.org

Non-KDOC Funding Information

Pursuant to KSA 75-52, 103, does your agency receive assistance from the county or counties within your judicial district?

- ☒ Yes
☐ No

Instructions for documenting county assistance.

- Single county agencies: Include the following items when detailing what assistance is provided to the agency: Type of Assistance (Allocation or In-Kind)
- Assistance amount, expressed in whole dollars
 - Description/purpose of assistance
 - If contribution has been confirmed by the county or it is a pending request.

Multi-county agencies: In addition to the four bullet points above, include the name of the county. Example of documenting county assistance: Allocation - \$20,000 - Rent - Confirmed

Document the county assistance

your agency receives. UG-

WYCOKCK Pays for:

1-BH Coordinator and 1 BH ISO, supplies and services.

1- Drug Court Coordinator and 2 DC

ISO's, supplies and services. 1-

Cognitive Education Coordinator.

1- Administrator of Programs. Over Cognitive Ed, Specialty Courts and UA program. 1- ISO UA lab

coordinator.

1- ISO for DUI caseload.

In addition, the UGWYCOKCK pays for our phone service including long distance, internet access, utilities, IT support, office space, and office cleaning.

Has or will your agency request funding from other sources (e.g., federal grants, private foundations grants, etc.) for FY24?

☐ Y
☒ es
☐ N
☐ o

Programmatic Changes

Has the agency experienced significant changes, either positive or negative, which have directly impacted your program for FY24 (e.g., new, or discontinued program services, staff turnover, policy, or procedure changes, new or discontinued community services, etc.)?

- ☒ Yes
- ☐ No

Describe the changes which impacted your program in FY24.

In April of 2024, KDOC concluded an agency review. Policies were updated to reflect 100% compliance with KDOC standards. Staff participated in core correctional evidence-based practices training to include a 2-day, off-site, Motivational Interviewing training, and four in-house trainings in Aligning Correctional Practice and Evidence Based Practices, Modeling Prosocial Attitudes and Behaviors, responding to Antisocial Attitudes, and Understanding the 14 traits of Alliance.

In FY 24, this agency was fully staffed up to September of 2023, but had a total of 3 vacated positions and one ISO on military leave in March of 2024. The Adult Division administrator and line supervisors have had to maintain the caseloads of vacated supervision officers which has impacted staff development in the use of EPICS, Carey Guides, and case auditing. This is on top of the 135 interstate compact probationers monitored by line supervisors as well.

This agency courtesy supervises 132 probationers from other jurisdictions throughout the state. These cases add on average an additional 12 probationers to an ISO's caseload. This is compared to 86 probationers from Wyandotte County transferred to other jurisdictions. This agency supervises 35% more courtesy cases than are transferred out to other jurisdictions.

Were steps taken to address the changes in FY24?

- ☒ Yes
- ☐ No

Describe the steps taken to address the changes in FY24.

In February of 2024, a request to KDOC to suspend in-coming courtesy cases received by this agency was approved from 02/28/2024 to 04/01/2024. This helped mediate the impact of staff receiving new intake cases on top of receiving additional courtesy cases for supervision.

Job positions were advertised on indeed to quickly recruit and hire qualified ISOs.

Agency Outcomes

Data and Definitions

Utilize the attached FY23 Adult CC Case Closure Data to answer case closure questions below. FY23 Adult CC Case Closure Data.xlsx

Definitions

- **Overall successful completion rate includes those cases closed with a termination reason of Successful, Unsuccessful, Death and Not Sentenced to Community Corrections.**
 - This equals the Overall Success Rate column on the attached FY23 case closure document.
- **Successful case closures includes only those cases closed with a Successful termination reason.**
 - This equals the Success Rate column on the attached FY23 case closure document.
- **Unsuccessful case closures includes only those cases closed with an Unsuccessful termination reason.**
 - This equals the Unsuccessful Rate column on the attached FY23 case closure document.
- **Overall Revocation Rate includes those cases closed with a termination reason of Revoked-New Felony, Revoked-New Misdemeanor and Revoked-Condition Violator.**
 - This equals the Revocation Rate column on the attached FY23 case closure document.
- **Contracted cognitive behavioral programming is defined as programming delivered to probationers by a community-based provider through formal agreement (contract or MOU) with the community supervision agency.**

What was your agency's overall successful completion rate in FY23? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75). **81.40%**

Describe your overall successful completion rate for FY23.

- ☒ Achieved 75% or higher
- ☐ Did not meet 75% but achieved a 3% or higher increase from the previous year's overall success rate
- ☐ Did not meet 75% or achieve a 3% increase from the previous year's overall success rate

What was your agency's successful case closures rate in FY23? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75). **40.40%**

What was your agency's unsuccessful case closures rate in FY23? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75). **41.00%**

Which case closure rate was higher, successful or unsuccessful?

- ☐ Successful Case Closure Rate
- ☒ Unsuccessful Case Closure Rate

What were the most prominent drivers of unsuccessful case closures in FY23?

In FY 23 this agency had 137 cases unsuccessfully closed which is a decrease by 22% from FY 2022. This agency deems a case unsuccessful when a case is discharged and not all conditions of supervision are satisfied. Unsuccessful case closures are driven by cases closed by the court. For example, a probationer appears before the court to address technical violations and a quick dip is requested but there is an agreement between the defense and state that the probationer reached the maximum benefit of services, and the case is ordered closed.

Will you seek to reduce the number of unsuccessful closures in FY25 and if so, describe how. Response should consider the prominent drivers you identified in the previous question.

This agency will seek to reduce the number of unsuccessful closures by focusing on the identified FY 25 target population and work effectively and efficiently via evidence-based practices to identify risk/need to target criminogenic risk factors of probationers.

What was your agency's overall revocation rate for FY23? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75). **18.60%**

Did the agency offer in-house or contracted GROUP cognitive behavioral programming in FY23? This question does not address INDIVIDUAL CBI programming.

- ☒ Yes
- ☐ No

N
O

Utilize FY25 CBI Group Programming Outcomes to report cognitive behavioral GROUP program outcomes for FY23. **FY25 CBI Group Programming Outcomes.xlsx**

Attach a completed of FY25 CBI Group Programming Outcomes here. **FY25 CBI Group Programming Outcomes.xlsx**

To date, how many of the individuals who successfully completed cognitive behavioral GROUP programming remain on supervision? 1

To date, how many of the individuals who successfully completed cognitive behavioral GROUP programming successfully terminated probation? 7

To date, how many of the individuals who successfully completed cognitive behavioral GROUP programming have had their probation revoked?

Group CBI Program Outcomes – FY2023

Instructions:

Table I-Closed CBI Groups: use this table to report outcomes for closed CBI groups which **completed** a cycle in FY2023.

Table II- Open CBI Groups: use this table to report outcomes for open CBI groups that **began** a cycle during FY2023.

Program Name: list the name of the cognitive behavioral curriculum/program that was offered.

Provider: list your agency name if the program is facilitated by staff within your agency or the name of the provider if you have contracted with an outside source.

% Successful: use this column to report the number of successful completions during the FY2023 cycle (# Successful / Total Admissions = %).

Table I - Closed CBI Groups

Program Name	Provider	Total Admissions	Number Successful	Number Unsuccessful	% Successful
Male Moral Reconation Therapy (MRT)	WYCO TRACK Facilitator Aaker	72	7	35	9.7%
Female Moral Reconation Therapy (MRT)	WYCO TRACK Facilitator Aaker	13	4	10	30.8%
Anger Management	WYCO TRACK Facilitator Williamson	13	8	2	61.5%
Back on T.R.A.C.K	WYCO TRACK Facilitator Aaker / Williamson	7	7	0	100.0%
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Table II: Open CBI Groups

[illegible]

Agency Plan

Organizational Needs

This section is available to applicants who desire to address critical needs that impact the entire agency. Examples might include plans to relocate office space, a need for additional space to deliver more on-site services or an agency-wide training initiative that would provide a means for staff/caseload specialization.

Does your agency have any organizational needs, excluding staffing levels or wages, that need to be addressed in FY25?

- ☐ Y
☒ es
☐ N
☐ o

Supervision

Utilize this section to describe how the agency will address it's target population and any gaps or barriers that have been identified for FY25. Describe your agency's target population for FY25. The response must include why the target population was selected.

Research suggests low-risk probationers are most likely to succeed with little or no supervision. Conversely, it is suggested that high-risk probationers are most likely to reoffend. Therefore, resources available should be focused on the moderate to high risk probationers.

In FY 25, this agency's target population will be probationers scoring moderate to high-risk in the sub-scales of companions. Per the FY 2023 risk/needs assessment data, companions were the highest subscale of this agency's revoked population and will be targeted based on this agency's immediate criminogenic need. This will be addressed by the supervision officer referring the probationer to our in-house TRACK program, utilizing Carey Guides, and creating a case plan goal to support addressing this criminogenic need.

An identified gap for this agency in FY 24 is quality assurance and effective use of EPICS-II and Carey Guide tools in case management. In FY 25, this agency will attempt to implement a consistent methodology for evaluating quality assurance practices. We will seek to determine other similar departments with a current plan in place as well as research and/or seek out training in order to establish an effective mechanism to be used by this department.

Does your plan include referrals to community-based services?

- ☒ Y
☐ es
☐ N
☐ o

Which of the following risk/need areas can be addressed through referrals to

- ☒ community-based services? (Check all that apply) **Education**
☒ Employment
☒ Family/Marital
☒ Companions
☒ Alcohol/Drug
Problems
Procriminal
Attitude/Orientation
Antisocial Pattern

For each risk/need area that can be addressed through community-based referrals, describe the target population including risk level.

In FY 25 this agency will utilize the LSCMI / WRNA assessments to identify moderate to high risk probationers in the sub-scales listed above and make a referral to the community-based or in-house providers.

- Education – Workforce, KCK Community College, Avenue to Life
- Employment – Workforce, Connections to success, In-house employment specialist
- Family/Marital – Wyandot Center
- Companions – In-house TRACK program
- Alcohol/Drug Problems – In-house drug court, Mirror inc, HRADAC, Chautauqua
- Pro-criminal Attitude/ Orientation – In house TRACK program
- Antisocial Pattern – Wyandot Center, in-house Behavioral Health Court

Does your plan include referrals to programs facilitated in-house or by contracted providers? If a contracted provider is utilized, a formal agreement (MOU or Contract) must exist between the entities.

- ☒ Y
☐ es
☐ N
☐ o

Utilize FY25 Programming to provide

program details. FY25
Programming.xlsx

Attach a completed copy of FY25
Programming here. FY25
Programming.xlsx

Are you proposing any new programs for FY25?

- ☒ Yes
☐ No

Does your plan include individual CBI programming (e.g., EPICS tools, Carey Guides, etc.) ?
☒ (Work done one-on-one during office contacts) Yes
☐ No

Does your plan include utilization of a behavior response grid?

- ☒ Yes
☐ No

Attach a copy of the agency's
behavior response grid here. 1-111
Incentives . Sanctions 2022.doc

Does your plan include staff trainings, excluding those required by KDOC?

- ☒ Yes
☐ No

Provide details regarding any confirmed or proposed staff trainings for FY24.

Training	Training Provider	Staff Positions being Trained	Target Training Date	Purpose of Training	Training Status (Proposed/Confirmed)
Assessing Professional Alliance Skills	Ryan Lockamy	ISO	1st quarter of FY 25	Building Professional Alliances/EBP	Confirmed
Interpreting and Sharing Assessment Results	Ryan Lockamy	ISO	2nd quarter of FY 25	Effective Case Planning and Management/EBP	Confirmed
Identifying the Driver	Ryan Lockamy	ISO	3rd quarter of FY 25	Effective Case Planning and Management/EBP	Confirmed
Identifying Skill Deficits	Ryan Lockamy	ISO	4th quarter of FY 25	Effective Case Planning and Management/EBP	Confirmed

Does your agency plan to utilize any assessments or screeners beyond those required by KDOC?

SECITON 1A – GENERAL ADMINISTRATION

 DEPARTMENT OF COMMUNITY CORRECTIONS POLICY AND PROCEDURE MANUAL	SECTION NUMBER: 1-111	PAGE NUMBER: 1 of 4
	DATE ISSUED: February 1, 2023 EFFECTIVE: February 1, 2023	
	SUBJECT: INCENTIVES / SANCTIONS	

POLICY:

It is the policy of the Unified Government Department of Community Corrections to establish a range of sanctions and incentives to be applied swiftly with graduated consequences to promote positive behavioral change.

DEFINITIONS:

Incentive: Encouragements for positive behavior provided to the supervised individual for prosocial attitudes/behaviors.

DISCUSSION:

Incentives and sanctions should be individualized, match the client's behavior, and be used in a graduated manner.

A minimum of a 4:1 ratio of positive and negative consequences/corrections shall be used and documented.

Rewards can be verbal, and/or tangible, and efforts should be clear that reward structures are individualized to some extent. Rewards should also be administered immediately after the behavior is exhibited and/or the skill is learned, and/or the accomplishment achieved.

A graduated structure should be in place as well, meaning immediate rewards for "small" positive behaviors/learning/improvement, and larger rewards for graduated success like phase advancement, or program completion.

Consequences/corrections should be constructive and effective/proportionate. They can be verbal, as well as restrictive, such as privileges being taken away or some other meaningful consequence. It should be clear consequences/corrections are individualized to some extent. Consequences/corrections should also be administered immediately after the behavior is exhibited and/or the issue at hand is recognized.

PROCEDURE:

The response of sanctions and incentives shall be individualized and correlate with the behavior of the probationer.

I. GRADUATED INCENTIVES:

SECITON 1A – GENERAL ADMINISTRATION

1. The incentives grid shall be applied for probationers who are actively working toward or have successfully completed goals developed in supervision planning.
2. Incentives shall be individualized and applied to motivate positive behavior change and foster probationer compliance.

II. PROGRESSIVE SANCTIONS:

1. The risk-based sanctions grid shall be applied for any violation of conditions of probation and will be used to support the supervision plan, address violations, and apply positive reinforcement.
2. The sanctions grid shall identify appropriate range of sanctions based on frequency and severity of violations.
3. Each officer shall document the application of all sanctions and incentives within the services/referrals section of the Athena database.
4. When an ISO has determined a conditional violation has occurred, the ISO shall consult the sanctions grid.
 - a. ISOs shall use discretion when determining the response to all violations.
 - i. If a client has had only one violation, the officer shall consider all responses under the first violation for the violation.
 - ii. If a client has had violations in multiple areas of his/her supervision, the officer shall consider possible sanctions for each violation as well as the number of times each violation has occurred.
 - iii. The ISO shall not use jail sanctions for the first response to any violation UNLESS the Court has ordered or required such.
 1. The only exception for jail sanction on 1st violation is for a positive drug or alcohol specimen as described in the Sanction Grid.
 - a. A supervisor must approve any jail sanction per HB2170.

References:

KDOC Field Services Standard: 1A-ADM-121.

Revised: Under Review

SECITON 1A – GENERAL ADMINISTRATION

Missed Office Visit:

Violation	Sanction	Intervention
1 st	Verbal Warning	Time Commitment Plan Set Standard Reporting Schedule
2 nd	Written Warning Increase reporting up to 30 Days	EPICS Tools Carey Guides
3 rd	Daily reporting for 1 week Meeting with Supervisor	TRACK Referral Contact Community Support
4 th	Tier I Sanction	
<i>Incentives: Verbal praise, Bus Pass(s), Reduced Reporting, OV exchange for phone/video contact</i>		

Missed U/A's:

Violation	Sanction	Intervention
1 st	Verbal Warning	Review Drug Line Instructions
2 nd	Written Warning Increase color up to 30 days	U/A Color Code Worksheet Instant U/A at Office Visit EPICS Tools / Carry Guides
3 rd	Meeting with Supervisor	TRACK Referral Contact Community Support
4 th	Tier I sanction	
<i>Incentives: Verbal Praise, Color Reduction, Gift Certificates</i>		

Positive Drug Screen:

Violation	Sanction	Intervention
1 st	Verbal/Written Warning	EPICS Tools / Carey Guides Seeking Safety Referral
2 nd	Increase color up to 30 days	Substance Abuse Evaluation Contact Community Support
3 rd	Tier I Sanction	Track Referral LSMI / WRNA update Drug Court Referral
<i>Incentives: Verbal Praise, Color Reduction, Gift Certificates</i>		

Community Service:

Violation	Sanction	Intervention
1 st	Verbal Warning	Discuss Barriers
2 nd	Written Warning	Time Commitment Form
3 rd	Meeting with Supervisor	EPICS Tools / Carey Guides
4 th	Tier I Sanction	
<i>Incentive: Verbal Praise</i>		

Information Verification:

Violation	Sanction	Intervention
1 st	Verbal Warning	EPICS Tools / Carry Guides
2 nd	Written Warning	Contact Community Support
3 rd	Increased Reporting	Track Referral
4 th	Tier I Sanction	
<i>Incentives: Verbal Praise, Reduce Reporting, Early Discharge, Gift Certificates</i>		

Failure to Pay Cost:

Violation	Sanction	Intervention
1 st	Verbal Warning	Review Payment Agreement
2 nd	Written Warning	Develop a Budget
3 rd	Increased Reporting	EPICS Tools / Carry Guides
4 th	Tier I Sanction	
<i>Incentives: Verbal praise, Early Discharge, Reduce Reporting, Gift Certificates</i>		

SECITON 1A – GENERAL ADMINISTRATION

Failure to Attend Evaluation / Treatment:		
Violation	Sanction	Intervention
1st	Verbal Warning	Discuss Barriers
2nd	Increase Reporting	EPICS Tools / Carry Guides TRACK Referral
3rd	Meeting with Supervisor	Meet with Treatment Provider Contact Community Support
4th	Tier I sanction	
<i>Incentives: Verbal Praise, Certificate of Completion, Reduced Reporting, Early Discharge, Gift Certificates</i>		

Employment		
Violation	Sanction	Intervention
1st	Verbal Warning	EPICS / Carrey Guides
2nd	Daily Job Search Documentation	Contact Community Support
3rd	Meeting With Supervisor	Referral to Employment Providers
4th	Tier I Sanction	
<i>Incentives: Verbal Praise, Reduce Reporting, Early Discharge, Gift Certificates</i>		

***Any action taken with the court must be approved by a supervisor.**

☐ Y
☒ es
N
o

Does the agency plan to utilize any methods/strategies that have not already been identified?

☐ Y
☒ es
N
o



Behavioral Health Services

Behavioral Health Services Funding - Purpose and Allowable Use of Funds

The Kansas Department of Corrections anticipates the state legislature will allocate \$3,000,000.00 to develop or enhance behavioral health services statewide in Fiscal Year 2025. Any community corrections agency is eligible to apply for this funding however, utilization of these funds is limited to the attached list of eligible positions and services.

Review BH Eligible Positions and Services for a list of positions and services which may be applied for under behavioral health services funding. [BH Eligible Positions and Services.pdf](#)

Did your agency receive behavioral health funding in FY24?

- ☐ Y
- ☐ es
- ☐ N
- ☐ o

Is your agency applying for behavioral health services funding in FY25?

- ☐ Y
- ☐ es
- ☐ N
- ☐ o

Monitoring and Evaluation

Who will be responsible for monitoring and evaluating the implementation, operation, and effectiveness of the agency's FY25 plan?

The Adult Division Administrator with the Unified Government/KCK Department of Community Corrections shall submit reports to KDOC on a quarterly basis describing progress made in reaching the stated goals and objectives. The primary source of information shall be the Athena database system and/or independently gathered information.

How often will evaluations of the implementation, operation, and effectiveness of the agency's FY25 plan occur?

On a quarterly basis, the Community Corrections advisory Board shall be provided with an opportunity to review the quarterly report submitted to KDOC which will address progress towards accomplishing the identified goals and objectives. At that time, the board will also be made aware of any barriers to success.

How will the outcome of these evaluations be documented and distributed to stakeholders?

Outcome reviews will be documented in writing via format provided on the KDOC Quarterly Report which specifically addresses the following: Goals/Objectives, target dates, agency progress, discussion/current activities, challenges, and modifications.

If corrective action is required as a result of those evaluations, please describe the process for ensuring that is it addressed/responded to.

Corrective action request will be reviewed by this agency's director and placed on the next scheduled advisory board meeting agenda. The advisory board will be informed of the corrective action needed, an analysis and impact of the change, and the plan to implement the change. Changes will be reviewed on a quarterly basis and reported to KDOC in the quarterly report and shared with this agency's advisor board.

Goals and Objectives

Utilize FY25 Adult Agency Case Plan to create the goals, objectives and action steps necessary to implement and evaluate the agency's FY25 plan. FY25 Adult Agency Case Plan.xlsx

Attach a completed copy of FY25 Adult
Agency Case Plan here. FY25 Adult
Agency Case Plan Final .xlsx

Agency	29th JD Community Corrections				
Principle #4	Skill train with directed practice (use cognitive behavioral treatment methods).				
Goal #1	Developing and sustaining staff skills that emphasizes cognitive behavioral strategies and is delivered by well trained staff.				
		Barriers		Supportive Entities	
Scheduling Conflicts (Court hearings, training, scheduled time off)		ISO			
		ISO II			
		ISO III			
		Action Steps		Person Responsible	Due Date
Send memo to staff regarding the training topic four weeks prior to each training session.		ISO III			6/30/2025
Send research brief and pre-session activity two weeks prior to each training session.		ISO III			6/30/2025
Train staff in the topic of Assessing Professional Alliance Skills		ISO III			9/30/2024
Train staff in the topic of Interpreting and Sharing Assessment Results		ISO III			12/31/2024
Train staff in the topic of Identifying the Driver		ISO III			3/31/2025
Principle #3	Target interventions.				
Goal #2	In FY 25, all probationers moderate to High in the subscales of companions and Asti-social cognition will be referred to MRT within 45 days of sentencing.				
		Barriers		Supportive Entities	
Probationers absconding before engaging in services		ISO I			
Conflict with probationers work schedule and MRT scheduled time.		ISO II			
Sex Offenders not eligible to participate in MRT.		ISO III			
		MRT Facilitator			
		Action Steps		Person Responsible	Due Date
Review initial LSCMI and WRNA assessments to identify probationers moderate to high in the companions and		ISO I			quarterly
Review initial LSCMI and WRNA assessments with the probationer		ISO I			quarterly
Refer probationers to MRT		ISO I			quarterly
Complete quarterly audits on each ISO		ISO II			quarterly
Measure outcomes and provide feedback		ISO III			quarterly

Principle #3		Provide measurement feedback.			
Goal #3	Monitor the process / practices in place to refer probationers for cognitive programming (MRT). Provide monthly feedback to staff regarding progress and outcomes.				
Staff turnover		Barriers		Supportive Entities	
Probationers absconding before engaging in services				ISO I	
Probationers not able to participate in MRT due to work.				ISO II	
				ISO III	
				MRT Facilitator	
		Action Steps		Person Responsible	Due Date
Review an internal spreadsheet of probationers identified to be moderate to high risk in companions and anti-				ISO III	quarterly
Review an internal spreadsheet of probationers referred for MRT programming and their outcome.				ISO III	quarterly
Review reports and outcomes at monthly staff meetings				ISO III	monthly
Goal #4					
		Barriers		Supportive Entities	
		Action Steps		Person Responsible	Due Date
Goal #5					
		Barriers		Supportive Entities	



Funding Considerations

Complete FY25 Adult Funding Considerations to provide the statutorily required funding considerations for your agency. FY25 Adult Funding Considerations.xlsx

Attach a copy of the completed FY25 Adult Funding Considerations here.



Agency Fees

Current Fiscal Year Fees

Does your agency currently assess client fees?

- ☐ Y
☒ es
☐ N
☐ o

Fiscal Year 2025 Fees

Did your agency assess fees in FY24?

- ☐ Y
☒ es
☐ N
☐ o

Will your agency assess fees in FY25?

- ☐ Y
☒ es
☐ N
☐ o

Budget Instructions

FAILURE TO ADHERE TO ALL BUDGET INSTRUCTIONS WILL RESULT IN APPLICATIONS BEING RETURNED FOR CORRECTIVE ACTION. THIS MAY DELAY FINAL AWARD DECISIONS, NOTIFICATIONS AND PAYMENTS.

General Information

FY25 Planning Allocations-Adult
Spreadsheet FY25 Adult
Planning Allocations.xlsx

**Agencies may only budget for FY25 expenditures that
a/re state funded. Budgeting for pre-paid future year
expenditures is not allowed.**

If budgeting for equipment or vehicles, the following figures outline the maximum amount KDOC will grant for the purchase of the specified item. If purchase price exceeds these cost caps, the difference between the cost cap and the purchase price must be paid from a non-KDOC funding source.

- Desktop Computer (CPU Replacement): \$1200.00 (costs for programs (e.g. MS365) and/or accessories (mouse, keyboard, etc.) are not included in this cost cap) Laptop Computer: \$1,500.00
- Monitor (22" flat panel):
- \$250.00 Minivan or
- SUV: \$50,081.00
- Vehicle (mid-size car):
- \$29,640.00 Vehicle
- (compact car):
- \$26,350.00

NEED TO UPDATE THE COST CAPS

Budget Categories and

Line Items Budget

Categories:

- Categories are pre-defined in Amplifund.
- No additional categories may be created by the applicant.

Budget Line Items:

- Applicants will enter line items, including the line item descriptor into the budget template in Amplifund.
- Applicants are required to utilize the pre-defined line item descriptors provided in the document attached below (FY25 Adult Budget Category and Line Item Descriptors).
- If additional line item descriptors are needed, agencies may create those when entering their budget. These will be reviewed upon receipt of the application and if questions arise, the applicant will be contacted for clarification.
- Applicant must provide comments regarding how cost was determined in the "Narrative" box for each line item entered.

The attached document provides the Budget Categories, Line Item Descriptors and Glossary. Please review it prior to creating your budget. FY25 Adult Budget Category and Line Item Descriptors.xlsx

Unallowable Costs

Applicants may not budget for the following costs with state grant funds.

- Entertainment Costs: Costs of entertainment including amusement, diversion, and social activities and any costs directly associated with such costs (i.e. tickets to shows or sporting events, meals, lodging, rentals, transportation, and gratuities).
- Independent Audit Costs: KDOC will not pay for the cost of independent audit work. These costs are the responsibility of the local entity.
- Lobbying: Grantee may not use KDOC funds for any activities aimed at influencing decisions regarding grants, contracts, cooperative agreements, etc. Late Fees/Interest Charges: Grantee cannot use KDOC funds to pay late fees, interest charges, or finance charges.

- **Food Purchases:** Food purchases are unallowable for employees unless approved by county policy.
- **Salary and Wage Costs:** Grantee may not fund bonuses or other financial incentives outside of a position's normal salary costs with KDOC grant funds. Grantees must demonstrate salaries for all positions are consistent with similar county-funded positions.
- **State general funds shall not be used in the purchasing of firearms/weapons, accessories or related trainings for employees or contract staff.**

Payout Funds

Payout Funds Line Item(s):

Costs should only be budgeted for these line items if local policy allows for existence of such a fund. If you wish to budget this as a line item in FY25, you must submit documentation of local policy, approval of the BOCC or Governing Authority and rationale for determining the amount budgeted.

Is your agency budgeting for payout funds?

☐ Yes
☐ No

Upload required documentation of payout fund policy, approval and rationale here.

Supplanting

The use of KDOC funds to replace non-KDOC funds appropriated for the same purpose is prohibited. The use of KDOC funds to offset a reduction in non-KDOC funding is acceptable; however, the grantee will be required to supply documentation demonstrating the reduction in non-KDOC funds occurred for reasons other than the receipt, or expected receipt, of KDOC funds. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit.

Sign Here

The individual responsible for creating the budget is the individual who should enter their name below.

By entering my name below, I declare that I have reviewed the budget instructions provided by KDOC and have adhered to these instructions as I developed my budget as part of the application process.

Signatory Approval

Utilize FY25 Adult Signature Page to obtain the required grant application signatory approvals. FY25 Adult Signature Page.pdf

Attach the signed copy of FY25 Adult Signature Page here. Be sure to attach all pages of the form, including the additional signature BOCC signature pages if they are applicable for your agency.

Budget

Proposed Budget Summary

Expense Budget

		Grant Funded	Total Budgeted
Travel			
	Subtotal	\$0.00	\$0.00
Equipment			
	Subtotal	\$0.00	\$0.00
Supplies			
	Subtotal	\$0.00	\$0.00
Agency Operations			
	Subtotal	\$0.00	\$0.00
Client Services			
	Subtotal	\$0.00	\$0.00
Communications			
	Subtotal	\$0.00	\$0.00
Contractual			
	Subtotal	\$0.00	\$0.00
Salary & Benefits			
	Subtotal	\$0.00	\$0.00
Training			
	Subtotal	\$0.00	\$0.00
	Subtotal	\$0.00	\$0.00
	Total Proposed Cost	\$0.00	\$0.00
Revenue Budget			
Grant Funding		Grant Funded	Total Budgeted
	Award Requested	\$1,628,713.35	\$1,628,713.35
	Subtotal	\$1,628,713.35	\$1,628,713.35
	Total Proposed Revenue	\$1,628,713.35	\$1,628,713.35

Proposed Budget Detail

Proposed Budget Narrative

Travel

Equipment

Supplies

Agency Operations

Client Services

Communications

Contractual

Salary & Benefits

Training



Report to Public Works & Safety

MEETING DATE	PRESENTER	DEPARTMENT
	Phillip Lockman, Director plockman@wycokck.org x8099	Community Corrections
AGENDA ITEM #IV.2.		
APPROVAL: FY25 JUVENILE COMMUNITY CORRECTIONS KANSAS DEPARTMENT OF CORRECTIONS GRANT		
BACKGROUND		
This is the 27th year Wyandotte County has submitted a grant request to the Kansas Department of Corrections. This is not a competitive grant in that we will be awarded the grant, but the amount of dollars will be determined by the legislative appropriation and apportioned by the KDOC.		
RECOMMENDATION		
Approve Fast Track		
Approve and fast-track to April 25 commission meeting.		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
None. No match or local funds required.		
IT/POLICY CONSIDERATIONS		
None.		
PROCUREMENT CONSIDERATIONS		
None.		
LEGAL CONSIDERATIONS		
None.		
ATTACHMENTS		
FY2025 Juvenile Comprehensive Plan		

Approved by Mayor and/or Chair and Administrator to add to agenda.

Handwritten signatures and dates:
 [Signature] 4/16/2024
 [Signature] 4/16/2024



29th Judicial District Juvenile Services

Prepared by Unified Gov Wyco/KCK
for Kansas Department of Corrections FY2025 Juvenile Comprehensive Plan Grant - Updated

Primary Contact: Phillip Lockman

Opportunity Details

Opportunity Information

Title

FY2025 Juvenile Comprehensive Plan Grant - Updated

Description

Pursuant to KSA 75-7038, the Kansas Department of Corrections is seeking applications for funding the development, implementation, operation, and improvement of juvenile community correctional services. Funding under this award will serve to support local community corrections agencies and service providers in promoting public safety, holding juveniles accountable for their behavior, and improving their ability to live more productively and responsibly in their community.

Awarding Agency Name

Kansas Department of Corrections

Agency Contact Name

Agency Contact Phone

Agency Contact Email

Fund Activity Categories

Subjects

Opportunity Posted Date

1/30/2024

Funding Opportunity Number

J-FY2025-CP

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/43d71774-0bb8-48bf-9088-e308f8e00bd2>

Is Published

Yes

Funding Information

Funding Sources

State

Funding Source Description

Funds for this opportunity are appropriated by the Kansas State Legislature and distributed by the Kansas Department of Corrections.

Funding Restrictions

These funds may not be co-mingled with funds from other state or federal agencies or local funds. Refer to the KDOC Financial Rules, Guidelines and Reporting Instructions for other funding restrictions.

Award Information

Award Period

Ends 06/30/2025

Submission Information

Submission Window

01/30/2024 8:00 AM - 05/01/2024 5:00 PM

Submission Timeline Additional Information

No applications will be accepted after the Submission Close Date.

Other Submission Requirements

To facilitate the review process, it is imperative that all funding requests submitted are complete, accurate and include the required signatory approvals. The Board of County Commissioners or Governing Authority for the applicant/administrative county must review and approve the application prior to submission to KDOC. Incomplete applications will not be considered for funding unless or until all deficiencies have been corrected to KDOC's satisfaction.

Question Submission Information

Question Submission Additional Information

For questions or assistance with the requirements of this funding opportunity, the Community Corrections Program Director should contact their KDOC Regional Contact.

Eligibility Information

Eligible Applicants

- County Governments

Additional Eligibility Information

Any county or group of cooperating counties operating a community correctional services program is eligible to apply for Community Corrections Act funding. However, pursuant to KSA 75-7043, no county or group of cooperating counties shall be qualified to receive grant funding unless and until the comprehensive plan for such county or group of cooperating counties is approved by the secretary of corrections. Additionally, in order to remain eligible for Juvenile Justice Act funding, a county or group of cooperating counties shall substantially comply with the operating standards established by the secretary of corrections.

Award Administration Information

State Award Notices

Award notifications will be made to the Board of County Commissioners of the applicant/administrative county or the Governing Authority Chairperson on or before July 1, 2024.

Awards will be based on the criteria specified in KSA 75-7053 and will be awarded to the Board of County Commissioners or Governing Authority for the applicant county. If the applicant is a group of cooperating counties then funding will be awarded to the administrative county identified in the group of cooperating counties' Inter-local Agreement.

Reporting

Award recipients will be required to complete and submit quarterly financial and outcome reports in accordance with the following timelines:

- Q1 (Jul-Aug-Sep) Due on/before: 10/31/2024
- Q2 (Oct-Nov-Dec) Due on/before: 01/31/2025
- Q3 (Jan-Feb-Mar) Due on/before: 04/30/2025
- Q4 (Apr-May-Jun) Due on/before: 07/31/2025

Project Information

Application Information

Application Name
29th Judicial District Juvenile Services

Award Requested
\$2,506,227.84

Total Award Budget
\$2,506,227.84

Primary Contact Information

Name
Phillip Lockman

Email Address
plockman@wycokck.org

Address
812 North 7th Street, Third Floor
Kansas City, Kansas 66109

Phone Number
(913) 573-8099

Project Description

Agency Profile - Juvenile

Agency Leadership

Administrative Contact Name

Phillip Lockman

Administrative Contact Address Line 1

812 North 7th Street

Administrative Contact Address Line 2

Third Floor

Administrative Contact City

Kansas City

Administrative Contact State

Kansas

Administrative Contact Zip Code

66101

Administrative Contact Phone Number

913-573-8099

Administrative Contact Email Address

plockman@wycokck.org

Does agency leadership include an Executive/Administrative Director? This question is not intended to capture information regarding the County Administrator but rather a secondary level of leadership within the agency.

☐ Yes

☒ No

Which governing authority has direct oversight of the community corrections agency, to include hiring/firing of staff?

☒ Board of County Commissioners (BOCC)

☐ Governing Board

For multi-county agencies, please provide contact information for the host/administrative county BOCC Chairperson.

BOCC Chairperson Name

Tyrone Garner CEO/Mayor

BOCC Chairperson Address Line 1

701 North 7th Street

BOCC Chairperson Address Line 2

BOCC Chairperson City

Kansas City

BOCC Chairperson State

Kansas

BOCC Chairperson Zip Code

66101

BOCC Chairperson Phone Number

913-573-5080

BOCC Chairperson Email Address

tagamer@wycokck.org

Agency Locations

Main Office

Main Office Address Line 1

738 Ann Avenue

Main Office Address Line 2

Suite 120

Main Office City

Kansas City

Main Office State

Kansas

Main Office Zip Code

66101

Does your agency operate any satellite offices?

☐ Yes

☒ No

Agency Personnel

Does your agency have more than 25 employees?

☒ Yes

☐ No

Utilize FY25 Personnel More than 25 employees to provide employee specific information. This form should include all employees (adult and juvenile) whose wages are paid, (solely or in part) from state grant funds.

FY25 Personnel More than 25 employees.xlsx

Attach a copy of FY25 Personnel More than 25 employees here.

Organizational Chart

Attach a copy of your agency's organizational chart.

29th JD FY2025 JIAC ORG CHART.docx, 29th JD FY2025 JUVENILE SERVICES ORG CHART.docx

Example Organizational Chart

FY25 Example Organizational Chart.pdf

Governing/Corrections Advisory Board

Is this a joint board with the Adult Corrections Advisory Board?

☐ Yes

☒ No

Governing/Corrections Advisory Board Chairperson Name

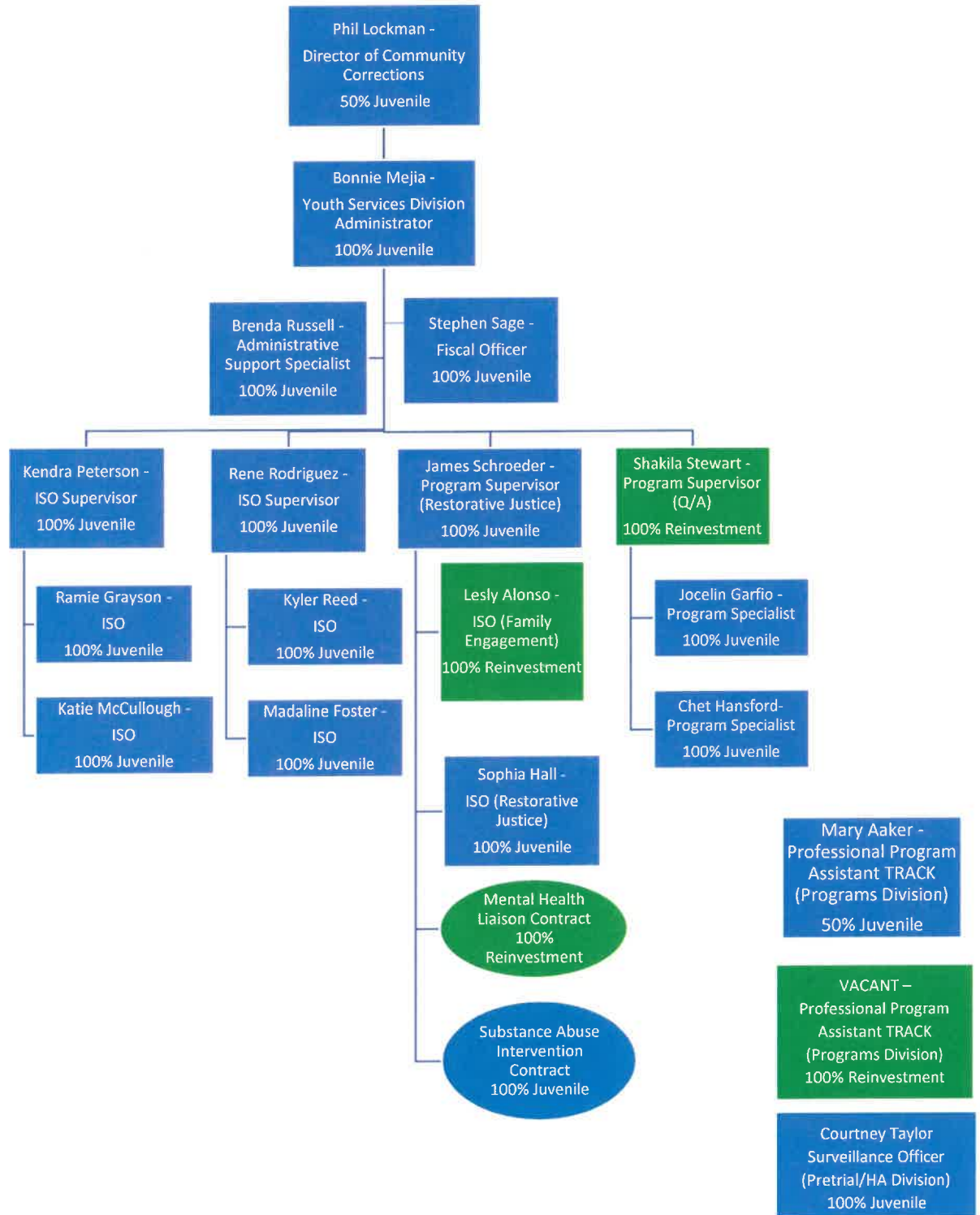
Hon. Delia M. York

Governing/Corrections Advisory Board Chairperson Title

Wyandotte County District Judge

Governing/Corrections Advisory Board Chairperson Address Line 1

29th Judicial District – Juvenile Services Division Funding



Blue boxes: Funded by JISP/CM Comprehensive Grant

Blue oval: Contracted service through JISP/CM Comprehensive Grant

Green Boxes: Funded by Reinvestment Grant

Green Oval: Contracted service through Reinvestment Grant


Daniel W. Sootie
Sheriff
Courthouse


Ernest H. Lockridge
Chief Deputy ADC & Operatio...
Courthouse


Andrew J. Carver
Sheriff Lt Colonel
Courthouse


John J. Russell
Sheriff Major
Courthouse


Mary M. Pollock
JIAC Manager
Courthouse


Elizabeth Escamilla, Ms.
Senior Intake Worker
Courthouse

0% Juvenile

0% Juvenile

0% Juvenile

0% Juvenile

100% Juvenile

100% Juvenile


Angela A. Gathers, Bsc.
Juvenile Intake Assessment ...
Courthouse


Juliana Lopez
Juvenile Intake Assessment ...
Juvenile Justice Center


Shannon Martin Meyer
Juvenile Intake Assessment ...
Juvenile Justice Center


Tyler Reed
Juvenile Intake Assessment ...
Courthouse


P5148 Juvenile Intake -


P5148 Juvenile Intake -


P5250 Juvenile Intake -

Show Less

ALL STAFF
ARE 100%
JUVENILE
GRANT

738 Ann Avenue

Governing/Corrections Advisory Board Chairperson Address Line 2

Governing/Corrections Advisory Board Chairperson City
Kansas City

Governing/Corrections Advisory Board Chairperson State
Kansas

Governing/Corrections Advisory Board Chairperson Zip Code
66101

Governing/Corrections Advisory Board Chairperson Email Address
delia.york@kscourts.org

Governing/Corrections Advisory Board Chairperson Phone Number
913-573-4185

Utilize FY25 CAB Members to provide a current list of your agency's Governing/Corrections Advisory Board members.
FY25 CAB Members.xlsx

Attach a completed copy of FY25 CAB Members here.
FY25 JCAB Members.xlsx

Host/Administrative County

Does your agency operate as a single or multi-county entity?

- ☒ Single
☐ Multi-County

Name of the Host/Administrative County
Wyandotte County

Host/Administrative County Financial Officer Contact Information

Host/Administrative County Financial Officer Name
Pamela Kahao

Host/Administrative County Financial Officer Address Line 1
701 North 7th Street

Host/Administrative County Financial Officer Address Line 2
Suite 308

Host/Administrative County Financial Officer City
Kansas City

Host/Administrative County Financial Officer State
Kansas

Host/Administrative County Financial Officer Zip Code
66101

Host/Administrative County Financial Officer Phone Number
913-573-5253

Host/Administrative County Financial Officer Email Address
pkahao@wycokck.org

Governing/Corrections Advisory Board

Instructions:

In the Ethnicity column, enter the most accurate, (e.g., Hispanic (H), Non-Hispanic (N)).

In the Race column, enter the most accurate, (e.g., American Indian or Alaskan Native (I), Asian or Pacific Islander (A), Black (B), White (W)).

Agency:	29th Judicial District Juvenile Services
---------	--

[illegible]

Membership List

[illegible]

Non-KDOC Funding Information

Pursuant to KSA 75-7049, does your agency receive assistance from the county or counties within your judicial district?

- ☒ Yes
☐ No

Instructions for documenting county assistance.

Single county agencies: Include the following items when detailing what assistance is provided to the agency:

- Type of Assistance (Allocation or In-Kind)
- Assistance amount, expressed in whole dollars
- Description/purpose of assistance
- If contribution has been confirmed by the county or it is a pending request.

Multi-county agencies: In addition to the four bullet points above, include the name of the county.

Example of documenting county assistance: Allocation - \$20,000 - Rent - Confirmed

Document the county assistance your agency receives.

UG WYCO/KCK pays \$175,000.00 for:

- 1 – Cognitive Education Supervisor
- 1 – ISO UA Coordinator

In addition, the UG WYCO/KCK pays for our land line phone service, internet access, utilities, IT support, office space, and office cleaning. When we moved into the new juvenile building, they also paid for our original furniture.

Has or will your agency request funding from other sources (e.g., federal grants, private foundations grants, etc.) for FY24?

- ☐ Yes
☒ No

Programmatic Changes

Has the agency experienced significant changes, either positive or negative, which have directly impacted your program for FY24 (e.g., new, or discontinued program services, staff turnover, policy, or procedure changes, new or discontinued community services, etc.)?

- ☒ Yes
☐ No

Describe the changes which impacted your program in FY24.

In April of 2024, KDOC concluded an agency review for the 29th JD. Policies were updated to reflect 100% compliance with KDOC standards. Staff participated in evidence-based practices trainings to include a 2-day, off-site, Motivational Interviewing training, EPICS/GR Training, and YLS. All current staff are up to date with EPICS/GR and YLS. In addition, staff participated in a Restorative Justice training by the Center for Conflict Resolution.

In FY2023, this agency was fully staffed, with the exception of the two contracted Mental Health and Substance Use provider positions. In November of 2023, we did not renew the contract for one substance use provider due to staffing constraints within their agency. We started a 6-month temporary contract with another substance use agency in November of 2023 and are currently going through the RFP (Request for Proposal) process to contract with a full-time provider in FY25. With 45% of our unsuccessful closures scoring high in substance use and barriers such as transportation and waitlists, there is a high need in the 29th JD to have a therapist on-site full-time providing services.

Were steps taken to address the changes in FY24?

- ☒ Yes
☐ No

Describe the steps taken to address the changes in FY24.

In FY2024, a Request for Proposal was initiated to contract with an agency to provide full-time substance use services on site for the remainder of FY24 and FY25. The contract for the full-time position will start May of 2024. In addition, the current full-time on-site therapist for mental health services is due to start in April of 2024.

Agency Outcomes

Juvenile Intake and Assessment System (JIAS)

What entity is responsible for operating JIAS in the applicant's judicial district? For this questions, Sub-Contracted Agency is defined as a private entity that is paid, through a contractual agreement, to provide Intake Services.

- ☒ Community Supervision Agency
- ☐ Sub-Contracted Agency
- ☐ Both

How many intakes were conducted in FY23?

739

How many youth who completed an intake in FY23 were referred for services?

251

Is law enforcement in the agency's judicial district utilizing the Notice to Appear (NTA) process pursuant to KSA 38-2330?

- ☒ Yes
- ☐ No

If your agency serves a multi-county district, are all counties utilizing the NTA process?

- ☐ Yes
- ☒ No

List the names of counties not utilizing the NTA process.

Our agency does not service a multi-county district.

Provide a brief description of how the NTA process is working.

The NTA process for 29th JD continues to improve. Most officers are sending the paperwork needed in an appropriate manner. We have a few bumps with officers/agencies who do not follow the established protocol, but we work through it. We finally have every law enforcement agency onboard and using the NTA process.

Intermediate Intervention Program (IIP)

Pursuant to KSA 38-2346, what entity is responsible for operating IIP in the agency's judicial district?

- ☐ Juvenile Intake and Assessment (JIAS)
- ☐ Community Supervision Agency
- ☐ Court Services
- ☒ Judicial District does not meet the statutory requirements of KSA 38-2346

Describe why the Judicial District does not meet the statutory requirements of KSA 38-2346.

We currently have no IIP services, only regular Diversion in the 29th Judicial District. Community Corrections, the Wyandotte County District Court, and the District Attorney's Office have not come to an agreement on the provision of IIP services.

Has a copy of the district's signed IIP agreement been submitted to KDOC?

- ☐ Yes
- ☒ No

Attach a copy of the signed IIP agreement here.

FY25 Juvenile IIP Data.xlsx

If your agency serves a multi-county district, are all counties participating in the IIP program?

- ☐ Yes
- ☒ No

List the counties that are not participating in the IIP program.

We currently have no IIP services, only regular Diversion in the 29th Judicial District. Wyandotte County District Court and the District Attorney's Office have not come to an agreement on the provision of IIP services.

What was the agency's rate for successful IIP completions in FY23? Response should be expressed as a percentage.

The rate must be entered in decimal format (e.g., 75% is entered as .75).

0.00%

Did the rate for successful IIP completions meet the agency's target goal for FY23?

☐ Yes

☒ No

Describe any gaps or barriers that contributed to the agency not achieving its FY23 successful IIP completion target goal.

We currently have no IIP services, only regular Diversion in the 29th Judicial District. Wyandotte County District Court and the District Attorney's Office have not come to an agreement on the provision of IIP services.

Does the agency plan to address these gaps or barriers in FY25?

☐ Yes

☒ No

Provide a brief explanation why the agency will not be addressing these gaps or barriers in FY25.

We currently have no IIP services, only regular Diversion in the 29th Judicial District. Wyandotte County District Court and the District Attorney's Office have not come to an agreement on the provision of IIP services.

Utilize FY25 Juvenile IIP Data to provide a breakdown of IIP cases by gender, race and ethnicity, if data is available.

FY25 Juvenile IIP Data.xlsx

Attach a completed copy of FY25 Juvenile IIP Data here.

FY25 Juvenile IIP Data.xlsx

Of those youth whose IIP was extended, how many went to MDT?

Of those youth whose IIP was extended, how many were extended for evidence-based program completion?

Of those youth whose IIP was extended, how many were extended due to not satisfactorily completing their IIP?

Describe the successes/accomplishments of the IIP program to date.

We currently have no IIP services, only regular Diversion in the 29th Judicial District. Wyandotte County District Court and the District Attorney's Office have not come to an agreement on the provision of IIP services.

Describe any challenges facing the IIP program that will be addressed in FY25.

We currently have no IIP services, only regular Diversion in the 29th Judicial District. Wyandotte County District Court and the District Attorney's Office have not come to an agreement on the provision of IIP services.

Juvenile Intensive Supervised Probation (JISP) and Case Management (CM)

KDOC was unable to obtain complete data regarding successful and unsuccessful probation completions for FY23. If applicant agency tracked this information locally, please complete the applicable questions in this section. If not, please skip to the questions regarding CBI Outcomes for FY23.

What was your agency's rate for successful probation completions in FY23? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).

43.00%

Did the rate for successful probation completions meet the agency's target goal for FY23?

☐ Yes

☒ No

Describe any gaps or barriers that contributed to the agency not achieving its FY23 successful probation completion target goal.

Of the (31) unsuccessful closures in FY23, a total of 6 youth increased their overall YLS risk score. 68% of unsuccessful youth did not complete required program hours and 97% did not complete court orders. At closure, unsuccessful youth scored highest in Leisure/ Recreation (68%), Peers (58%), and Substance Use (45%).

Like the previous year, our unsuccessful youth continue to score highest in Leisure/Recreation and Peers. Youth scoring high in these two domains show us the importance of youth participating in mentor programs with pro-social

peers and pro-social activities. JCAB Grant monies have allowed us to contract with mentor programs in the community that allow youth to choose which program most aligns with their interests. Getting youth to participate in programs and meet program hour requirements set by KDOC standard provides its challenges and will be addressed in this jurisdiction's agency plan for FY25. Lastly, 35% of unsuccessful closures were due to unpaid court costs and fees.

Does the agency plan to address these gaps or barriers in FY25?

- ☒ Yes
☐ No

The plan to address these gaps or barriers should be discussed in the Agency Plan section of the grant application.

Of the successful probation completions in FY23, how many discharged early due to earned discharge credit?

12

How many youth completing probation during FY23 met program hours in accordance with their YLS risk level per Standard CSS-04-103?

10

Did your agency offer in-house or contracted cognitive behavioral GROUP programming during FY23? This question does not address INDIVIDUAL CBI programming.

- ☒ Yes
☐ No

Utilize FY25 CBI Group Programming Outcomes to report cognitive behavioral GROUP program outcomes for FY23. CBI programming that is completed in a one-on-one manner should not be included in this form.

FY25 CBI Group Programming Outcomes.xlsx

Attach a completed copy of FY25 CBI Group Programming Outcomes here.

FY25 CBI Group Programming Outcomes.xlsx

How many youth who successfully completed a cognitive behavioral GROUP program are still on probation?

1

How many youth who successfully completed a cognitive behavioral GROUP program terminated probation successfully?

7

How many of the youth who successfully completed a cognitive behavioral GROUP program have had probation revoked?

1

Group CBI Program Outcomes – FY2023

Instructions:

Table I-Closed CBI Groups: use this table to report outcomes for closed CBI groups which **completed** a cycle in FY2023.

Table II- Open CBI Groups: use this table to report outcomes for open CBI groups that **began** a cycle during FY2023.

Program Name: list the name of the cognitive behavioral curriculum/program that was offered.

Provider: list your agency name if the program is facilitated by staff within your agency or the name of the provider if you have contracted with an outside source.

% Successful: use this column to report the number of successful completions during the FY2023 cycle (# Successful / Total Admissions = %).

Table I - Closed CBI Groups

Program Name	Provider	Total Admissions	Number Successful	Number Unsuccessful	% Successful
T.R.A.C.K	UG Community Corrections Dept.	28	13	12	46.4%
					#DIV/0!
					#DIV/0!
					#DIV/0!
					#DIV/0!
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					#DIV/0!
					#DIV/0!
					#DIV/0!
					#DIV/0!
					#DIV/0!

Table II: Open CBI Groups

Program Name	Provider	Total Admissions	Number Successful	Number Unsuccessful	Number Who Continue Participating
T.R.A.C.K	UG Community Corrections Dept.	28	13	12	13

Agency Plan

Organizational Needs

This section is available to applicants who desire to address critical needs that impact the entire agency. Examples might include plans to relocate office space, a need for additional space to deliver more on-site services or an agency-wide training initiative that would provide a means for staff/caseload specialization.

Does your agency have any organizational needs, excluding staffing levels or wages, that need to be addressed in FY25?

- ☐ Yes
☒ No

Supervision

Utilize this section to describe how the agency will address its target population and any gaps or barriers that have been identified for FY25.

Does your plan include referrals to community-based services?

- ☒ Yes
☐ No

Which of the following risk/need areas can be addressed through referrals to community-based services? (Check all that apply)

- ☒ Attitudes/Orientation
☒ Education/Employment
☒ Family Circumstance/Parenting
☒ Peer Relations
☒ Personality/Behavior
☒ Substance Abuse

For each risk/need area that can be addressed through community-based referrals, describe the target population including risk level.

FY23 risk level data for UNSUCCESSFUL closures showed youth's highest domains at the following at closure: Leisure/Recreation (68%), Peers (58%), Substance Use (45%), and Priors (29%). Community-based programs that address the risk/needs of youth include:

1. Attitudes/Orientation - Family Functional Therapy (any moderate to high-risk youth aged 11-18); PACES (any youth); A Connecting Pointe (any youth).
2. Education/Employment - Workforce GED/YouthBuild (low-income local youth who have dropped out of school); KCKCC GED (any youth); Connections to Success/Project START (any youth - program is JCAB grant funded).
3. Family Circumstances/Parenting - Family Functional Therapy (any moderate to high-risk youth aged 11-18); PACES (any youth); A Connecting Pointe (any youth); Heartland 180 for Parent Project (parents of children with destructive adolescent behavior) and Strengthening Families 10-14 (parents and youth aged 10-14).
4. Peer Relations - Wyandotte County Parks & Recreation (any youth); Big Brothers Big Sisters (any youth); Youth Advocate Program (any adjudicated youth 11-18 and moderate to high YLS); Youth for Christ (any youth); Jegna Klub/Connecting the Dottes (any youth - program is JCAB grant funded); Lowriding 2 Success Bike Club (any youth - program is JCAB grant funded).
5. Personality/Behavior - Family Functional Therapy (any moderate to high-risk youth aged 11-18); PACES (any youth); A Connecting Pointe (any youth).
6. Substance Abuse - A Connecting Pointe (any youth); RADAC (any youth); Mirror Inc. (any youth 16 or 17 years of age); Adolescent Center for Treatment (any youth); Clinical Associates (any youth); Kansas University Addiction Clinic (youth needing medication management); PACES (youth needing medication management).

Does your plan include referrals to programs facilitated in-house or by contracted providers? If a contracted provider is utilized, a formal agreement (MOU or Contract) must exist between the entities.

- ☒ Yes
☐ No

Utilize FY25 Programming to provide program details.

FY25 Programming.xlsx

Attach a completed copy of FY25 Programming here

Program Name	In-House or Contracted Provider	Contracted Provider Name	Program Category	Primary Risk/Need Addressed	Target Population Including Risk Level	Program/Group Composition	Program/Group Schedule	Projected Number of Clients to be Served	Client Fee	Does CC Agency Assist with Fee	Fidelity Measures
Crossroads (Anger Management)	In-House	29th Community Corrections Juvenile Division	Cognitive Behavioral	Attitudes and Orientation/ Personality and Behavior/ Peers	Any Justice Involved Youth	1+	2 Days/ 2+ Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.
Crossroads (Delinquent Behavior)	In-House	29th Community Corrections Juvenile Division	Cognitive Behavioral	Attitudes and Orientation/ Personality and Behavior/ Peers	Any Justice Involved Youth	1+	2 Days/ 2+ Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.
Crossroads (Gang Activity)	In-House	29th Community Corrections Juvenile Division	Cognitive Behavioral	Attitudes and Orientation/ Personality and Behavior/ Peers	Any Justice Involved Youth	1+	2 Days/ 2+ Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.
Interactive Journaling (What Got Me Here)	In-House	29th Community Corrections Juvenile Division	Cognitive	Attitudes and Orientation/ Personality and Behavior	Any Justice Involved Youth	1+	2 Days/ 3 Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.
Interactive Journaling (Victim Awareness)	In-House	29th Community Corrections Juvenile Division	Cognitive	Attitudes and Orientation/ Personality and Behavior	Any Justice Involved Youth	1+	2 Days/ 3 Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.
Parent Project	In-House	29th Community Corrections Juvenile Division and Heartland 180	Life Skills	Family Relations	Parents of Children with Destructive Adolescent Behavior	2+	1 Day/ 10 Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must complete all 10 weeks.
Youth Employment Services	In-House	29th Community Corrections Juvenile Division	Life Skills	Employment	Any Justice Involved Youth	1+	5 Days	20	N/A	N/A	Using the required facilitator and student guides. Must complete all 10 weeks.
Functional Family Therapy	Contracted Provider	Cornerstones of Care	Evidence Based Cognitive Behavioral	Family Relations	Any Adjudicated Youth 11-18 with Moderate to High YLS	1+	1 Day/ 12-14 Weeks	10	N/A	N/A	Using the required facilitator and student guides. Must complete all 7 weeks.
Strengthening Families (10-14)	Contracted Provider	Heartland 180	Evidence Based Cognitive Behavioral	Family Relations	Parents and Youth aged 10-14	3+	1 Day/ 7 Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must complete all 7 weeks.
Youth Advocate Program	Contracted Provider	KDOC Contract w/ YAP	Life Skills	Attitudes and Orientation/ Personality and Behavior/ Peers	Any Adjudicated Youth 11-18 with Moderate to High YLS	1+	1+ Day/ 1+ Weeks	20	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.
TRACK	In-House	29th Community Corrections Juvenile Division	Cognitive	Attitudes and Orientation/ Personality and Behavior	Any Justice Involved Youth	1+	2 Days/ 7 Weeks	50	N/A	N/A	Using the required facilitator and student guides. Must attend all sessions for program completion.

Attach a completed copy of FY25 programming here.

FY25 Programming.xlsx

Does your plan include individual CBI programming (e.g., EPICS tools, Carey Guides, etc.)? (Work done one-on-one during office contacts)

- ☒ Yes
☐ No

Does your plan include staff trainings excluding those required by KDOC?

- ☒ Yes
☐ No

Provide details regarding any confirmed or proposed staff trainings for FY243.

Training	Training Provider	Staff Positions being Trained	Target Training Date	Purpose of Training
C.I.T. (Crisis Intervention Training)	Kansas City Kansas Police Department	All Staff	06/30/2025	To educate staff how to properly handle mental health crisis and on de-escalation techniques.
How Being Trauma-Informed Improves Criminal Justice System Responses	Substance Abuse and Mental Health Services Administration (SAMHSA GAINS - Jamie VanHouten)	All Staff	06/30/2025	To educate staff to become trauma-informed and learn how it relates to mental health and substance use disorders.
Gang Training	Kansas City Kansas Police Department	All Staff	06/30/2025	To educate staff on new trends of street language and groups in our community.
Substance/Drug Training	UG of WyCo/KCK Health Department	All Staff	06/30/2025	To educate staff on warning signs of substance use and trends in the community.

Does your agency plan to utilize any assessments or screeners beyond those required by KDOC?

- ☐ Yes
☒ No

Does the agency plan to utilize any methods/strategies that have not already been identified?

- ☐ Yes
☒ No

Racial/Ethnic Disparities (R/ED) (formerly Disproportionate Minority Contact)

Describe any efforts made to identify and reduce racial, ethnic, geographic, and other biases that may exist within the following programs.

Juvenile Intake and Assessment System (JIAS). If applicant agency does not operate JIAS, please answer N/A for this question.

The JIAC staff receive training on DEI yearly. With respect to communication, half of staff are bi-lingual (Spanish), which provides families with accurate information in their language. We also have access to the Language Line to assist with translation of other languages.

We keep a variety of food on hand that cater to a few cultures we have in Wyandotte County. We aren't in a position to reduce biases, as our youth come direct from law enforcement, but we treat each youth as an individual, not part of a group or culture, but as a human being.

Immediate Intervention Program (IIP). If applicant agency does not operate the IIP program, please answer N/A for this question.

N/A

Juvenile Intensive Supervised Probation (JISP) and Case Management (CM)

The JISP/CM staff receive training on Diversity, Equity, and Inclusion (DEI) annually. The JISP division strives to have staff that are representative of the community in which we serve. In FY23, 52% of new admits identified as White/Hispanic; 29% identified as Black/Non-Hispanic; 16% identified as White/Non-Hispanic; and 3% identified as Asian/Non-Hispanic. We have a diverse staff of Black, White, and Hispanic personnel. One supervisor is bi-lingual (Spanish/English), and two additional line staff are bi-lingual (Spanish/English). One of our bi-lingual staff perform Family Engagement tasks and has regular communication with our Spanish speaking families. She assists youth and their families from point of initial detention through the court process and advocates for appropriate release with a plan and services. Locally, we gather data on admissions, discharges, and revocations from JISP and Conditional Release according to race and ethnicity in addition to other categories such as age, offense, risk level, and YLS domains to allow for the possibility of race and ethnicity analysis that could reveal disparities. We also work with multiple diverse mentors in the community. Lastly, the Juvenile Administrator is the Wyandotte County JDAI Coordinator and works with the JDAI State Coordinator to reassess initiatives in Wyandotte County and across the state of Kansas.

Delinquency Prevention Programs

Did your agency receive delinquency prevention funding in FY24?

- ☒ Yes
☐ No

Enter the amount of funding received in FY24.

\$120,125.00

Is your agency requesting delinquency prevention program funding for FY25?

- ☒ Yes
☐ No

What is the total amount of funding being requested for delinquency prevention programs in FY25?

\$120,125.00

Utilize FY25 Juvenile Delinquency Prevention to provide details for each program for which funding is being requested. A separate form must be completed and uploaded for each program that funding is being requested for.

FY25 Juvenile Delinquency Prevention Program Request.xlsx

Attach funding request 1 here.

FY25 Juvenile Delinquency Prevention Program Request.xlsx

Attach funding request 2 here.

Attach funding request 3 here.

Attach funding request 4 here.

Attach funding request 5 here.

Attach funding request 6 here.

If funding is being requested for any additional programs, combine those requests into a single PDF document and upload it here.

Delinquency Prevention Program Summary			
Program Name:	Heartland 180, Inc.		
Program Number:			
Is this program subcontracted to another agency/organization? ☒ Yes ☐ No			
If Yes, please provide the following information:			
Agency/Organization Name:	Heartland 180, Inc.		
Address 1:	2100 N. 13th Street		
Address 2:			
City/State/Zip	Kansas City Kansas 66104		
Name of Contact Person:	Maximilian R. Mendoza		
Contact Person Phone:	913-521-3311 ext. 1001		
Contact Person Email:	Max.Mendoza@Heartland180.org		
	Program Type	Number of Youth Served in FY23	Number of Youth to be Served in FY25
	Secondary Prevention	72	100
	TOTAL	72	100
What is the programs intended purpose?			
☒ Antisocial behavior (e.g., reduced criminal activity, reduced violence, improved behavior, etc.)			
☐ Family Relationship (e.g. improved family functioning, reduced out of home placements, reduced incidents of family violence, etc.)			
☐ School Attendance (e.g., improved academic performance or attendance, reduced disciplinary actions/expulsions, etc.)			
☐ Substance Abuse (e.g., reduced use of substances, education on risk of substance abuse, programming/treatment, etc.)			
Geographic area to be served:			
Wyandotte County, KS			

Target Population:	
Demographics	The target population includes youth between the ages of 11 to 17 within Wyandotte County.
Eligibility Criteria	Youth who are identified by Court Services, Community Corrections, school districts, service providers, and families of youth who are at risk of involvement with the juvenile justice system; struggling academically; struggling behaviorally; struggling socially; and/or who are truant or at risk of becoming truant.
Referral Source(s)	Court Services, Community Corrections, school districts, service providers, WyCo District Attorneys Office, and families of youth.
Services Provided:	
The services provided will be evidence-based programming to prevent at-risk youth from entering into the justice system or further penetrating the justice system. This is achieved by focusing on character, life skills, and personal enrichment education utilizing common curriculum components including self-awareness, self-development, critical thinking, decision-making, social responsibility, limited case management, and youth and family engagement. Both in-school and after-school services are being provide with the in-school cohorts being provided in Wyandotte county's largest school district USD 500. We also have the ability to refer youth and families to the Strengthening Families (10-14) Program and Parent Project which is provided as a collaborative between Heartland 180 and Community Corrections-Juvenile Division. Lastly, Heartland 180 is a member of Impact KCK, which allows access to wrap around services for youth and families in Wyandotte County.	
Is there a cost or fee associated with the program? ☐ Yes ☒ No	
If Yes, please explain:	

Best Practices: It is a best practice to have an array of correctional services. Currently, the 29th Judicial District has one prevention program, which is Early Judicial Intervention Diversion. There is currently no intermediate sanction between community supervision. An afternoon/evening reporting program, like the 180 Degrees program will fill this gap and could successfully serve a portion of youth who would otherwise be detained. Heartland 180 facilitates the 180 Degrees (evidence-based) Program which utilizes “Social Emotional Learning” (SEL) as a model. The core of SEL focuses on developing a youth’s capacity to manage, understand, and express the social and emotional aspects of their lives in positive ways that foster learning and successful management of life’s most important tasks. The five focal competencies taught and reinforced in successful SEL programming are: Self-awareness, Social awareness, Self-management, Relationship skills, and Responsible decision-making. Research demonstrates SEL has positive effects on academic performance, benefits physical health and wellbeing, improves citizenship, which is demanded by employers, is essential for lifelong success, and reduces the risk of maladjustment, failed relationships, interpersonal violence, substance abuse, and unhappiness.	Completion Criteria: • A minimum of completion of 24 curriculum hours • 80% completion of program workbook As the program is a full semester long, in any given quarter participants are expected to have completed a minimum of 24 program hours per quarter and have approximately 80% of the program workbook completed. Program success is measured by students before and after academic performance (GPA’s), attendance, documented disciplinary incidents; students, teachers, parents, and facilitator surveys measuring rate of progress in character development, core values and life skills. Data is collected concerning student grades, attendance, disciplinary reports, demographics, perceptions, assessments, and school processes. On-site visitations at schools, other community sites and facilitator evaluations are regularly performed by management personnel.	Who is responsible for annual evaluations of the program and program operations? Heartland 180’s Board and Programs committee along with Wyandotte county’s JCAB. Data will be gathered from school districts through Student Services and sent to Heartland 180 to be maintained on a data base through the national program called Citrix. This Data will be collected by the Program Coordinator and a designated staff member three times through the course of programming. We also capture and retain demographic and personal information from our applications and from continued dialog with the adult caregivers and school staff. Heartland 180 collects student demographics, GPAs, Core grades (Math, Science, Social Studies, and Language), Absences, Disciplinary incidents, Daily attendance in 180 classes, Life Skills Development Surveys (student, facilitator, teachers, parents), Facilitator rating of daily classes, and time allocated to each chapter in the 180 Student Handbook. This data is accumulated and reported back to the JACB as well.
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Describe the process utilized for monitoring and evaluating the program.
Evaluation of programming has been done on a quarterly bases by the Heartland 180 board and the Board's program committee along with inviting representatives from the juvenile court, court services and community corrections. The Board meets to review outcomes and progress of programing. In FY21 the Heartland 180 Board was restructured, and a new executive board was elected to include a representative from USD 500 as Vice President of the board and three sub committees of the board which are the operations, finance/fundraising, and a programs committee. The programs committee will meet bi-monthly to discuss program implementation issues, recruitment/referrals, and outcomes. A semi-annual report will be prepared for JCAB to discuss the progress and evolution of the program.
Measurable Outcome Statement (goal) that will allow for the evaluation of program effectiveness.
A reduction by 20% of documented disciplinary incidents.
What data will be measured to determine if the program has reached or is making progress towards it's Measurable Outcome Statement (goal)?
School disciplinary records will be collected as data point to measure outcome goal.
Target date for when measured change (program effectiveness) is expected to be determined. This date should be within the grant award period (state fiscal year 2025)?
25-Jul
What is the baseline? <i>A baseline is a data reference from a previous achievement that the outcome is built upon. The baseline should be a concise measurement of the data, from the most recent complete fiscal year of data (ex. FY21), that measures the same thing the stated outcome proposes to measure in FY25.</i>
Disciplinary incident recorded of the six students who remain active in the 180° program of the first semester of programming at Washington H.S. revealed a total of two documented disciplinary incidents before the training compared to one after the completion of the program. This represents a decrease of 50% of documented disciplinary incidences at the end of the first semester. A combine absence records for six the same students who remain active in the 180° program in the first semester revealed a total of 39 absences before the training compared to a total of three after completing the first semester of programming. First semester showed a 92.3% decrease in the rate of absences overall at the end of the first semester.

Please describe any efforts within the program to address racial, ethnic, geographic and other biases that may exist with the program.

"Within our programming is a curriculum specifically designed for African America boys called Growing into Manhood. It is the same Social Emotional Learning (SEL) curriculum that is used in the current programming, but culturally competent to African American male youth. Historically, client population has been majority youth of color with FY20 second semester class being 100% African American. With providing SEL and CBT programming would provide the youth with appropriate skills for better decision making which would reduce delinquent behavior that could lead to system involvement."

Monitoring and Evaluation

Who will be responsible for monitoring and evaluating the implementation, operation, and effectiveness of the agency's FY25 plan?

The Juvenile Administrator with the Unified Government of WyCo/KCK - Department of Community Corrections shall submit reports to KDOC on a quarterly basis describing the progress made in reaching the stated goals and objectives. The primary source of information shall be the Athena database system and independently gathered data. The JIAC Administrator will report updates for JIAC's portion of the agency plan to the Juvenile Division Administrator to report back out to KDOC.

How often will evaluations of the implementation, operation, and effectiveness of the agency's FY25 plan occur?

On a quarterly basis, the Juvenile Corrections Advisory Board (JCAB) shall be provided with an opportunity to review the quarterly report submitted to KDOC which will address progress towards accomplishing the identified goals and objectives. At that time, the JCAB will also be made aware of any barriers to success.

How will the outcome of these evaluations be documented and distributed to stakeholders?

Outcome reviews will be documented in writing via the format provided on the KDOC quarterly report which specifically addresses the following: Goals/Objectives, Barriers, Supportive Entities, Target Dates, Action Steps, Agency Progress, Challenges, and Modifications.

If corrective action is required as a result of those evaluations, please describe the process for ensuring that it is addressed/responded to.

Corrective action requests will be reviewed by the agency Director and placed on the next Juvenile Corrections Advisory Board (JCAB) meeting agenda. The advisory board will be informed of the corrective action needed, an analysis and impact of change, and the plan to implement the change. Changes will be reviewed on a quarterly basis and reported to KDOC in the quarterly report and shared with the JCAB.

Goals and Objectives

Form Modifications

The FY25 Agency Caseplan form has space for five (5) goals. If you wish to include more goals, please email a copy of the form to your program consultant and advise how many additional goal fields you will need. They will be able to add the fields and return the form to you for completion and submission with the application.

Utilize FY25 Agency Case Plan to create the goals, objectives and action steps necessary to implement and evaluate the agency's plan.

Juvenile FY25 Agency Case Plan.xlsx

Attach a completed copy of FY25 Agency Case Plan here.

Juvenile FY25 Agency Case Plan.xlsx

Agency	29th Judicial District Juvenile Services		
Principle #1	Skill train with directed practice (use cognitive behavioral treatment methods).		
Goal #1	During FY25, Wyandotte County Juvenile Services Division will continue to provide Thinking Rationally and Committing to Knowledge (T.R.A.C.K.) to allow clients an opportunity to develop and enhance stronger cognitive skills.		
Barriers		Supportive Entities	
1. Staff Turnover		1. ISOs	
2. Group Attendance		2. ISO IIs	
		3. Division 15 Court	
		4. Cognitive Program Supervisor	
Action Steps		Person Responsible	Due Date
1. Cognitive Program Supervisor will meet with staff at the July monthly team meeting to discuss what clients qualify for the program and what the schedule will be for T.R.A.C.K. in FY25.		Program Supervisor	7/31/2024
2. For the purposes of beginning the change process early, the Cognitive Program Specialist will develop a schedule to conduct Moral Reconation Therapy (MRT) group with youth who are in the juvenile detention center (JDC).		Cognitive Program Specialist/Program Supervisor/JDC Administrator	12/31/2024
3. Cognitive Program Specialist will attend court hearings and staffings for juveniles on a daily/weekly basis to determine who may need to attend the program. Cognitive Program Specialist will also participate in school and office visits with ISOs when needed.		Cognitive Program Specialist	Daily
4. Cognitive Program Specialist will attend monthly team meetings to review referrals that have already been received so that they may become aware of any changes in the youth's life or so that ISOs can receive an update on how their supervised youth is doing in the program.		Cognitive Program Specialist/ISOs	Monthly
5. Cognitive Program Specialist will send a weekly update email to ISOs and ISO IIs detailing program participation, absences, updates, etc.		Cognitive Program Specialist	Weekly
6. Upon completion of each group, the Cognitive Program Specialist will provide documentation to the ISOs verifying completion of the group.		Cognitive Program Specialist	Monthly
Principle #2	Assess actuarial risk/needs.		
Goal #2	During FY25, Wyandotte County Juvenile Services Division will focus supervision resources on youth who are high risk in YLS/CMI domains.		
Barriers		Supportive Entities	
1. Shorter Probation Term Lengths		1. ISOs	
2. Long Wait Lists for In-Patient Beds		2. ISO IIs	
		3. Administrator	
Action Steps		Person Responsible	Due Date
1. ISO IIs will ensure that ISOs have equitable caseloads at under 20 clients per caseload.		ISO IIs	Monthly
2. Within the first 30 days of supervision of a new client, ISOs will provide a list of resources and inform youth and their parents/guardians of what resources are available for the needs that they have.		ISOs	Ongoing
3. Every 6-months youth will be reassessed in YLS/CMI to ensure they are being supervised per their risks and needs.		ISOs	Ongoing
4. Quality Assurance Program Supervisor will ensure ISOs are following fidelity in EPICS and MI by sitting in on office visits between clients and ISOs. QA Program Supervisor will share results with ISOs and their supervisors.		Quality Assurance Program Supervisor/ISOs	Quarterly
5. ISO IIs will continue to meet with ISOs monthly to discuss each youth's progress and ensure that ISO is documenting youth's progress into KDOC Case Management Database.		ISO IIs/ISOs	Monthly
Principle #3	Target interventions.		
Goal #3	During FY25, Wyandotte County Juvenile Services Division will increase the percentage of youth who are completing program hours by increasing referrals to programs and in-house services.		
Barriers		Supportive Entities	
1. Staffing		1. ISOs	
2. Scheduling of Programs		2. ISO IIs	
3. Shorter Probation Term Lengths to Complete Programming		3. Contracted Providers	
4. Program Attendance		4. Program Facilitators	
Action Steps		Person Responsible	Due Date
1. Within 30 days, ISOs will provide an individualized caseplan and update juvenile's progress throughout their time on supervision.		ISOs	Ongoing
2. Within one week of Intake Specialist receiving the notification of a new client, the Intake Specialist will make a referral to recommended or court-ordered programming.		Intake Specialist	Ongoing
3. ISOs will provide monthly program hour updates, document progress, and meet with clients to discuss progress towards program hours.		ISOs	Ongoing
4. ISO IIs will continue to complete monthly compliance lists and "verbals" to monitor completion towards program hours and completion of court orders.		ISO IIs	Monthly
5. The Program Supervisor for Community Corrections will host an "annual programs update" where all program providers will come and discuss updates to their program and their referral process. This will allow staff to hear from each program that our agency works with.		Program Supervisor	12/31/2024

JIAC

Agency	29th Judicial District Juvenile Services				
Principle #1	Engage ongoing support in natural communities.				
Goal #1	Conduct a minimum of 8 Roll Call Trainings (2 Quarterly) for Law Enforcement Agencies in Wyandotte County by June 30, 2025				
Barriers		Supportive Entities			
Scheduling		Police Dept and JIAC			
Limited amount of time to present		Agency			
Uninterested parties		Command @ Agencies			
Action Steps		Person Responsible	Due Date	Progress	
Create short presentation outline		Sr Int Spec and Director	8/15/2024		
Contact appropriate person at each agency to schedule w/roll calls		Director	8/15/2024		
Create presentation calendar		Senior Intake Spec	8/15/2024		
Ensure we have ample brochures for each roll call.		Staff	varies		
Present at various roll calls at various agencies		Director, Sr Int Spec, possibly staff	9/1/2024		
Principle #2	Measure relevant processes/practices.				
Goal #2	Follow up with 50% of parent/guardian of each referable youth processed and released from JIAC.				
Barriers		Supportive Entities			
Unable to make contact with parent/guardian		Intake Specialists			
Youth no longer lives with parent/guardian		Intake Specialists			
Action Steps		Person Responsible	Due Date		Progress
Create a Follow Document to record information		Elizabeth and Shannon	8/1/2024		
Train staff on processes for completing a Follow Up call		Elizabeth and Shannon	9/1/2024		
Complete Follow up calls w/parent/guardian to check on youth		Intake Specialists	9/15/2024		
Provide more referrals to parents/guardian as needed		Intake Specialists	9/15/2024		
Principle #3					
Goal #3					
Barriers		Supportive Entities			
Action Steps		Person Responsible	Due Date		Progress
Goal #4					
Barriers		Supportive Entities			
Action Steps		Person Responsible	Due Date		Progress
Goal #5					
Barriers		Supportive Entities			
Action Steps		Person Responsible	Due Date		Progress

Funding Considerations

Complete FY25 Juvenile Funding Considerations to provide the statutorily required funding considerations for your agency.
FY25 Juvenile Funding Considerations.xlsx

Attach a completed copy of FY25 Juvenile Funding Considerations here.

Agency Fees

Current Fiscal Year Fees

Does your agency currently assess client fees?

- ☐ Yes
☒ No

Fiscal Year 2025 Fees

Did your agency assess fees in FY24?

- ☐ Yes
☒ No

Will your agency assess fees in FY25?

- ☐ Yes
☒ No

Budget Instructions

FAILURE TO ADHERE TO ALL BUDGET INSTRUCTIONS WILL RESULT IN APPLICATIONS BEING RETURNED FOR CORRECTIVE ACTION. THIS MAY DELAY FINAL AWARD DECISIONS, NOTIFICATIONS AND PAYMENTS.

General Information

FY25 Planning Allocations-Juvenile Spreadsheet
FY25 Juvenile Planning Allocations.xlsx

Agencies may only budget for FY25 expenditures that are state funded.

Budgeting for pre-paid future year expenditures is not allowed.

If budgeting for equipment or vehicles, the following figures outline the maximum amount KDOC will grant for the purchase of the specified item. If purchase price exceeds these cost caps, the difference between the cost cap and the purchase price must be paid from a non-KDOC funding source.

- **Desktop Computer (CPU Replacement): \$1200.00** (costs for programs (e.g. MS365) and/or accessories (mouse, keyboard, etc.) are not included in this cost cap)
- **Laptop Computer: \$1,500.00**
- **Monitor (22" flat panel): \$250.00**
- **Minivan or SUV: \$50,081.00**
- **Vehicle (mid-size car): \$29,640.00**
- **Vehicle (compact car): \$26,350.00**

Required Minimum Budget Allocation

- A minimum budget amount of \$500.00 is required of each Administrative County to assist Court Services in the implementation of client incentives, which is one element of Graduated Responses enacted by Senate Bill 367. This is current practice in some JISP and CM programs and is encouraged of all programs.

This item should be budgeted under Category: Client Incentives using the Line-Item Descriptor: Client Incentives - Court Services

Budget Categories and Line Items

Budget Categories:

- **Categories are pre-defined in Amplifund.**
- **No additional categories may be created by the applicant.**

Budget Line Items:

- **Applicants will enter line items, including the line-item descriptor into the budget template in Amplifund.**
- **Applicants are required to utilize the pre-defined line-item descriptors provided in the document attached below (FY25 Juvenile Budget Category and Line-Item Descriptors).**
- **If additional line-item descriptors are needed, agencies may create those when entering their budget. These will be reviewed upon receipt of the application and if questions arise, the applicant will be contacted for clarification.**
- **Applicant must provide comments regarding how cost was determined in the "Narrative" box for each line item entered.**

The attached document provides the Budget Categories, Line Item Descriptors and Glossary. Please review it prior to creating your budget.

FY25 Juvenile Budget Category and Line Item Descriptors.xlsx

Unallowable Costs

Applicants may not budget for the following costs with state grant funds.

- **Entertainment Costs:** Costs of entertainment including amusement, diversion, and social activities and any costs directly associated with such costs (i.e. tickets to shows or sporting events, meals, lodging, rentals, transportation, and gratuities).
- **Independent Audit Costs:** KDOC will not pay for the cost of independent audit work. These costs are the responsibility of the local entity.
- **Lobbying:** Grantee may not use KDOC funds for any activities aimed at influencing decisions regarding grants, contracts, cooperative agreements, etc.
- **Late Fees/Interest Charges:** Grantee cannot use KDOC funds to pay late fees, interest charges, or finance charges.
- **Food Purchases:** Food purchases are unallowable for employees unless approved by county policy.
- **Salary and Wage Costs:** Grantee may not fund bonuses or other financial incentives outside of a position's normal salary costs with KDOC grant funds. Grantees must demonstrate salaries for all positions are consistent with similar county-funded positions.
- **State general funds shall not be used in the purchasing of firearms/weapons, accessories or related trainings for employees or contract staff.**

Payout Funds

Payout Funds Line Item(s):

Costs should only be budgeted for these line items if local policy allows for existence of such a fund. If you wish to budget this as a line item in FY24, you must submit documentation of local policy, approval of the BOCC or Governing Authority and rationale for determining the amount budgeted.

Is your agency budgeting for payout funds?

- ☐ Yes
☐ No

Supplanting

The use of KDOC funds to replace non-KDOC funds appropriated for the same purpose is prohibited. The use of KDOC funds to offset a reduction in non-KDOC funding is acceptable; however, the grantee will be required to supply documentation demonstrating the reduction in non-KDOC funds occurred for reasons other than the receipt, or expected receipt, of KDOC funds. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit.

Sign Here

The individual responsible for creating the budget is the individual who should enter their name below.

By entering my name below, I declare that I have reviewed the budget instructions provided by KDOC and have adhered to these instructions as I developed my budget as part of the application process.

Signatory Approval

Utilize FY25 Juvenile Signature Page to obtain the required grant application signatory approvals.

FY25 Juvenile Signature Page.pdf

Attach the signed copy of FY25 Juvenile Signature Page here. Be sure to attach all pages of the form, including the additional signature BOCC signature pages if they are applicable for your agency.

FY2025 Juvenile Comprehensive Plan Grant Signatory Approval Form

Community Corrections Agency 29th Judicial District Juvenile Services



My signature below certifies that I did assist in the development, completion, and review of the agency's Comprehensive Plan grant application (Plan). I further certify that:

1. The Plan, including all forms and attachments, complies with the directions provided by the Kansas Department of Corrections (KDOC).
2. The Plan, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on juvenile community corrections supervision.
4. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Juvenile Services Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2024 through June 30, 2025 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, implementation, operation, and improvement of juvenile community correctional services pursuant to K.S.A. 75-7022, *et seq.*, and amendments thereto, KSA 38-2302, *et seq.*, and amendments thereto, KSA 38-1008 *et seq.*, and amendments thereto, as submitted in the Plan and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Juvenile Services Operating Standards, policies and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions manual. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of information in regard to juvenile offenders. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as agents or employees of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, workers compensation and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees engaged in work authorized by this Grant.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

FY2025 Juvenile Comprehensive Plan Grant Signatory Approval Form

10. Submit problems or issues regarding the terms of this grant in writing to the Deputy Secretary of Juvenile and Adult Community Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.
12. Provide each child under its responsibility for placement and care with the protections found in Section 471 of Title IV-E of the Social Security Act and Kansas' Title IV-E Plan and perform candidate for foster care determinations in accordance with Section 471(a)(15) of the Social Security Act. In connection with the performance of services under this Agreement, GRANTEE also agrees to comply with the provisions of the Civil Rights Act of 1964, as amended (78 Stat. 252), Section 504 of the Rehabilitation Act of 1973, Public Law 93-112, as amended, the Regulations of the U. S. Department of Health and Human Services issued pursuant to these Acts, the provisions of Executive Order 11246, Equal Employment Opportunity, dated September 24, 1965, the provisions of the Americans with Disabilities Act of 1990, Public Law 101-336 and the Health Insurance Portability & Accountability Act of 1996; in that compliance shall include, but is not limited to, disclosing only that information that is authorized by law, authorized by the juvenile offender or his parent or legal guardian, setting a time limit on the authorization and disclosure, taking safeguards to prevent use or disclosure of the records, keeping an accounting of all requests for records and documenting its efforts to either protect or release relevant records; there shall be no discrimination against any employee who is employed in the performance of this Agreement, or against any applicant for such employment, because of age, color, national origin, ancestry, race, religion, creed, disability, sex or marital status. This provision shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. Grantee agrees that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of the Grantee. grantee further agrees to insert similar provisions in all sub-contracts for services allowed and authorized under this Agreement under any program or activity.

Agency Director

Printed Name:	
Title:	
Signature:	
Date:	

Governing/Corrections Advisory Board Chairperson

Printed Name:	
Title:	
Signature:	
Date:	

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	
Title:	
Signature:	
Date:	

FY2025 Juvenile Comprehensive Plan
Grant Signatory Approval Form

Host/Administrative County Financial Officer

Printed Name:	
Title:	
Signature:	
Date:	

***Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.

**FY2025 Juvenile Comprehensive Plan
Grant Signatory Approval Form**

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
Travel		
Subtotal	\$0.00	\$0.00
Equipment		
Subtotal	\$0.00	\$0.00
Supplies		
Subtotal	\$0.00	\$0.00
Agency Operations		
Subtotal	\$0.00	\$0.00
Client Services		
Subtotal	\$0.00	\$0.00
Communications		
Subtotal	\$0.00	\$0.00
Contractual		
Subtotal	\$0.00	\$0.00
Salary & Benefits		
Subtotal	\$0.00	\$0.00
Training		
Subtotal	\$0.00	\$0.00
Delinquency Prevention		
Subtotal	\$0.00	\$0.00
Total Proposed Cost	\$0.00	\$0.00

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$2,506,227.84	\$2,506,227.84
Subtotal	\$2,506,227.84	\$2,506,227.84
Total Proposed Revenue	\$2,506,227.84	\$2,506,227.84

Proposed Budget Detail

Proposed Budget Narrative

Travel

Equipment

Supplies

Agency Operations

Client Services

Communications

Contractual

Salary & Benefits

Training

Delinquency Prevention



Report to

Tracking ID: 213055

MEETING DATE	PRESENTER	DEPARTMENT
	Jeff Fisher, Exec. Dir. of Public Works jfisher@wycokck.org x5415	Public Works
AGENDA ITEM #		
REVIEW: SOLID WASTE MANAGEMENT PLAN		
BACKGROUND		
RECOMMENDATION		
For information only		
No action, information only. Due to KDHE before May 24, 2024.		
BUDGET IMPACTS / FINANCIAL CONSIDERATIONS		
No budget impacts.		
IT/POLICY CONSIDERATIONS		
N/A		
PROCUREMENT CONSIDERATIONS		
N/A		
LEGAL CONSIDERATIONS		
N/A		
ATTACHMENTS		
2023-SWMP-Annual-Report-Updated		

Approved by Mayor and/or Chair and Administrator to add to agenda.

[Signature] 4/15/2024

[Signature] 4/16/2024

SOLID WASTE MANAGEMENT PLAN

Solid Waste Management Division, Unified Government Public Works



2023 ANNUAL PLAN UPDATE

Unified Government Solid Waste Management Plan

2023 Annual Plan Update

Reporting Period: January 2023 – December 2023

The 2023 Annual Update intends to identify any changes to the County's solid waste management system since the approval and adoption of the solid waste management plan. The most recent 5-year update to the Wyandotte County Solid Waste Management Plan (SWMP) was approved by the Kansas Department of Health and Environment (KDHE) in May 2022. The following information provides updates of studies with identifiers (ID) referencing the Implementation Plan actions, Appendix A of the SWMP, attached. No adjustments or changes to the plan are proposed.

Residential Collection Data

Kansas City, Kansas (KCK), and Bonner Springs, Kansas, have a contract with Waste Management (WM) for the collection of trash and recycling curbside. In addition, the city of Edwardsville also contracts independently with WM for trash and recycling services. The following data represents the trash and recycling that WM reported for the Kansas City/Bonner Springs contract and KC Disposal for the Edwardsville contract.

	2021 Tons		2022 Tons		2023 Tons	
	Trash	Recycling	Trash	Recycling	Trash	Recycling
Kansas City & Bonner Springs	62,324	2,637	58,436.6	2,238.5	56,241.12	1831.66
Edwardsville	811.2	158	738.4	176.8	977.6	202.8

Community Recycling and Yard Waste Center

The Unified Government (UG) operates a Recycling & Yard Waste Center located at 3241 Park Drive. The facility collected commingled recyclables, glass, and yard waste. The facility is open from 10 am to 3 pm on Saturdays from January to March and Thursday through Saturday from April until December. There are two 30-yard roll-offs to collect yard waste and brush and are serviced on average every two weeks by WM. There are three 6-yard recycling containers serviced weekly by WM. There is one Ripple Glass collection roll-off that is serviced as necessary. The following table represents the reported quantities collected at the facility.

Year	Yard Waste in Tons	Mixed Recycling in Approximate Yards	Glass Recycling (Ripple) in Tons
2021	499.54	300	4.26
2022	487.87	300	8.95

2023	573	300	10.65
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Community Household Hazardous Waste Center

The UG operates a Household Hazardous Waste Collection Facility (HHW) at 2443 S. 88th Street. Collection events are typically hosted one Saturday a month from April to October. The following table reports the data associated with the HHW program, including the annual collection events and the total tons of material collected and processed by the vendor Clean Earth.

Year	Number of HHW Events	HHW Annual Quantity in Tons
2021	7	59.33
2022	7	47.02
2023	7	49

Dumpster Days

The County consistently hosts two Dumpster Days events annually to efficiently collect the community's bulky waste and recyclables. The program has achieved resounding success, providing residents with a valuable opportunity to recycle electronic waste for a nominal fee and responsibly dispose of unwanted bulky items such as mattresses and appliances. Initiated in 2021 as a single 2-day event, the program's overwhelming success led to its expansion, and it has been offered twice each year since then. The following table presents the data reported during these events, showcasing the positive impact on waste reduction and responsible disposal practices. As the program has proven to be a valuable community service, the County is committed to continuing Dumpster Days.

Year	Dumpster Disposal in Tons	E-waste in Tons	Bulky Reuse/Repurpose in Tons	Participant Count
2021	80	84	11.6	658
2022	39.76	17.26	11.7	389
2023	44	N/A	8	499

New Initiatives

Staffing Changes: The Solid Waste Program saw a change in staff and leadership at the beginning of 2023. Both the Solid Waste Program Manager and the Solid Waste Program Coordinator positions transitioned to new staff who are becoming acquainted with the County and the Solid Waste Program. The Solid Waste Division added one full-time position, a Program Specialist, and one part-time position, a General Laborer. The Program Specialist assists with customer service and various programs. The General Laborer will be responsible for Recycling and Yard Waste Center operations.

Cost-of-Service Study: A comprehensive cost-of-service study was conducted by Burns & McDonnell. The study meticulously examined the rate structure, offering insightful comparisons of the monthly rates in KCK against those of neighboring cities. This thorough analysis provides valuable insights into the financial dynamics, ensuring transparency and informed decision-making in municipal services. The Board of Commissioners approved rate adjustments.

Facilities

ID 4.1 Collection Services: Consider and evaluate municipally provided residential MSW services.

Action Items: Enhancements were made at the Recycling and Yard Waste Center, showcasing a commitment to modernization and improved user experience. Notable upgrades include a revamped heating/cooling system, removing outdated furniture to create a more spacious environment, introducing WiFi connectivity, and partial facility upgrades, including flooring and a water fountain. These improvements elevate the center's efficiency, comfort, and overall functionality, providing a more user-friendly and sustainable space.

The solid waste management team initiated an analysis of recycling requirements across UG facilities. Collaboratively engaging with Public Works' Building and Logistics Division (B&L). Discussions with B&L were conducted to thoroughly understand existing processes, explore available options, and identify necessary enhancements to optimize recycling practices within the facilities.

Residential Refuse

ID 5.1 Transition to county-wide cart-based refuse service.

Action Item: The Waste Management Carts Demo Initiative is a phased program to enhance waste management services while maintaining the existing service. The initiative involves introducing an improved and organized system utilizing carts, provided at no cost to the UG residents. The collaboration between the public works staff and WM resulted in a well-planned timeline. Meetings with the Solid Waste Committee and commissioners and the development of resident messaging were critical components of the initiative, with the goal of implementation set for early 2024.

Household Hazardous Waste

ID 11 Continue monthly collection events

Action Item: The event is continually held from April through October annually.

Education and Outreach

ID 12 Continue Public education and outreach efforts. Utilize clear, simple, consistent messaging and utilize existing resources when possible.

Action Items: Staff conducted several outreach efforts to educate the public about solid waste and recycling services and programs. The following efforts were conducted:

- Updated PDF documents to hand out and make available online for trash and recycling FAQs.
- Updated web content for the Solid Waste Division webpage.
- Developed and deployed a dedicated trash and recycling holiday webpage
- Social media posts and TV/radio ads about service delays and upcoming events (HHW/Dumpster Days).
- Educated residents via emails, phone calls, and site visits from requests received through PayIt, the 3-1-1 call center, and DotteNews (newsletter).
- Worked with Neighborhood Resource Council and Community Policing to address graffiti, illegal dumping, and bulk trash problem areas (code inspectors assisted with educating the public, and community policing helped with graffiti/cleaning illegal dumping sites).
- Participated in a town hall meeting with a commissioner and discussed the Solid Waste Management Program, its opportunities and challenges, and what the future of recovery and elimination could look like in KCK.
- Engaged in proactive discussions with elementary school students on the topic of recycling.
- Educated internal stakeholders on future opportunities and needs, recycling rates, and customer service regarding solid waste operations and options.
- Trash holiday schedule on magnets; given out to the community during events.

APPENDIX A – IMPLEMENTATION PLAN

	ID	Recommendation	Priority	Timeframe	Key Action Items and Notes	Responsible Party
Facilities	4.1	Collection Services: Consider and evaluate municipally provided residential MSW services	Low	Long-term	To be evaluated 3-4 years prior to end of current collection contract.	
	4.2	Transfer Station: consider and evaluate municipal facility	Low	Long-term	The role of transfer stations may grow as regional landfill capacity decreases.	
	4.3	Organics Processing Facility: consider and evaluate a municipal facility	High	Near-term	Evaluate sources and quantities of organic materials generated within the County and potential locations for the development of infrastructure. Consider public-private partnerships.	
Residential Refuse	5.1	Transition to county-wide cart-based refuse service.	Low	Long-term	To be evaluated 3-4 years prior to end of current collection contract. Planning and procurement of carts including zoning and code changes. A variance would need to be allowed for residents where carts are not practical.	PW, attorney, consultant
	5.2	Provide additional services: bulky item, yard trimmings			See sections below	
Residential Recycling	6.1	Provide all customers with a collection container	High	Near-term	As part of the current contract with WM, all customers pay for recycling service but have not yet received a collection container.	PW, service provider

	ID	Recommendation	Priority	Timeframe	Key Action Items and Notes	Responsible Party
	6.2	Transition to county-wide cart-based recycling service.	Medium	Near to mid-term	Planning and procurement of carts including zoning and code changes. A variance would need to be allowed for residents where carts are not practical.	PW, attorney, consultant
	6.3	Consider every other week collection frequency	Low	Long-term	During the next procurement process, seek bids for a variety of service frequencies including weekly and every other week. Every other week collection is most likely less costly than weekly collection and may allow for additional services on alternating weeks.	PW, Purchasing, consultant
Bulky Item	7.1	Reduce bulky item collection frequency				PW, attorney, consultant
	7.2	Provide separate bulky item collection		Long-term	Procure service in next bid procurement process. Request a variety of options including collection monthly, quarterly, and call-in.	PW, Purchasing, consultant
	7.3	Investigate opportunities for bulky item drop-off	Medium	Mid-term	Consider including requirements to allow residents to drop off bulky items through contract service agreements and special use permits at solid waste facilities (i.e., Republic Transfer Station). Consider adding bulky item drop-off to the Unified Government Recycling and Yard Waste Facility.	PW, Business License

	ID	Recommendation	Priority	Timeframe	Key Action Items and Notes	Responsible Party
Yard Trimmings	8.1	Provide separate yard trimmings collection	High	Long-term	Procure service in next bid procurement process. Request a variety of options including collection weekly, every other week, monthly, and seasonally. Likely a minimal to moderate cost increase.	PW, Purchasing, consultant
	8.2	Continue to consider long-term potential for food scraps diversion	Low	Long-term	Consider food scraps diversion, depending on development of markets, local processing options, and residential demand.	PW
Commercial/Multifamily	9.1	License commercial haulers and require as a provision to report waste and diversion tonnages	Medium	Mid-term	Develop an ordinance that requires haulers to become licensed through County and report the amount of refuse, recyclables, and/or organics collected on an annual basis.	PW, Business License
	9.2	Business license requirement to provide for solid waste services	High	Near-term	Require as a provision of the current business licensing program that waste removal services are provided. Enforcement can be added to the Building Inspection which is already a function of the License Division's process.	PW, Business License
	9.3	Provide education and outreach	Low	Mid to Long-term	Where staffing is available, a free technical assistance program could work with businesses to identify ways that participation can be increased where diversion and recycling options exist.	PW
C&D	10	Lead by example: adopt an ordinance for county funded	Low	Long-term	This could be an adoption of LEED standards for all County projects.	PW, attorney

	ID	Recommendation	Priority	Timeframe	Key Action Items and Notes	Responsible Party
		projects to require a minimum standard of C&D recycling and use of recycled materials				
HHW	11	Continue monthly collection events	High	Near-term	Annual program costs will remain comparable to recent years.	PW
	11	Explore opportunities to increase service frequency	Medium	Long-term	The County already has the infrastructure with a permanent HHW Facility. Increasing collection days would incur costs for staff and material disposal.	PW
	11	Explore grant funding opportunities through KDHE	Medium	Near-term	KDHE offers annual grants for HHW programs looking to expand programs and services.	PW
Education and Outreach	12	Continue current public education and outreach efforts	Medium	Ongoing	Hire or designate staff to focus on efforts.	PW
	12	Utilize clear, simple, consistent messaging	High	Ongoing		PW
	12	Utilize existing resources when possible	Medium	Ongoing	Local and national organizations offer material for public use (MARC, Resource Recycling, etc.) which may reduce costs associated with developing original public education materials. Extend outreach through community partnerships and service provider.	PW, service provider



We Can & We Must

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