Administration and Human Services
Committee
Standing Committee Meeting Agenda
Monday, March 24, 2014
6:00 PM

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

Name                                      Absent
Commissioner Angela Markley, Chair       ☑
Commissioner Hal Walker, Co-Chair         ☑
Commissioner Tarence Maddox             ☑
Commissioner Mike Kane                   ☑
Commissioner Jane Philbrook               ☑

I.    Call to Order/Roll Call

II.   Approval of standing committee minutes from February 18, 2014

III.  Committee Agenda

Item No. 1 - COMMUNICATION: ABANDONED HOUSING TASK FORCE

Synopsis:
At the request of Commissioner Markley and Commissioner McKiernan the Vacant Structure Task Force would like to discuss the creation of a vacant building registration requirement, submitted by Colin Welsh, Legal. Discussion only.
Tracking #: 140091
Item No. 2 - GRANT APPLICATION: SAMSHA GRANT

Synopsis:
This is a request to apply for a SAMSHA grant to establish a Mental Health Court, submitted by Brandelyn Nichols, Legal. This grant is a 4-year grant which provides up to $384,000 per year. There is no match requirement.
Tracking #: 140095

IV. Outcomes

Item No. 1 - COMMUNICATION: PUBLIC DATA ACCESS

Synopsis:
Public Data Access
1) A brief discussion about the data and information.
2) A tour of a handful of UG web applications that allow public data access.

DOTMAPS www.wycokck.org/dotmaps
LANDSWEB www.wycokck.org/landsweb
APPRAISER PARCEL SEARCH www.wycokck.org/appraisal/publicaccess/
NRC E-LINK maui.wycokck.org/citizenaccess/
SPOTCRIME spotcrime.com/

3) A discussion about barriers to data use and strategies to overcome those barriers.
Tracking #: 140092

V. Adjourn
The meeting of the Administration and Human Services Standing Committee was held on Tuesday, February 18, 2014, at 4:35 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chair; Commissioners Walker, Maddox, Kane, and Philbrook.

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

Approval of standing committee minutes from January 13, 2014. On motion of Commissioner Kane, seconded by Commissioner Philbrook, the minutes were approved. Motion carried unanimously.

Committee Agenda:
No agenda items

Outcomes:
Item No. 1 –120153… a. Create searchable centralized online compilation of employment and educational resources by September 15, 2014.

b. Foster strong relationships with Wyandotte County school districts by meeting with those districts at least twice a year beginning in 2014, and offering the same opportunities and partnerships to each school district. Commissioners representing areas within each school district should be invited to at least one of the two meetings.

c. Work with Board of Regents’ personnel, school districts, and KCKCC to improve processes and increase the
number of students signed up to use the SB155 Program by 10% per district by Fall 2015.

d. Research and identify our community’s ten standout education and workforce development attributes to market to businesses as “star programs.” Provide information about those programs on the centralized database and in our economic development materials by Fall 2015.

Chairman Markley said as you all know, we’ve been talking about workforce development goals since we started sort of going through our goals on this committee. We sort of wrapped that up last meeting as we set forth the language for the outcomes. So now the question is, which of our goals would we like to tackle next. Thank you all for letting me volunteer you to take on the open data initiative. That is now on our agenda as well. We do have fewer goals than any of the other committees so I thought that was probably appropriate for us to take on.

Social services is one of our goals that has, as you know, been barely addressed, and then this new open data goal. Gordon, do we have something else? There are some things that, I think, have sort of gone back and forth between the committees so I’m trying to think if there’s another goal out there. I don’t know that there is. Gordon Criswell, Assistant County Administrator, said since you’ve revised, I can’t think of another one, but I’ll check.

Chairman Markley said do check for us.

Does anyone have a preference on whether we move forward with specifically discussing social services or if we’d like to move forward discussing that open data aspect? I do have some community members that I think would be interested in maybe having sort of an informal committee on that front. Commissioner Philbrook asked on the open data. Chairman Markley said on the open data. They contacted me before we had that presentation actually, so it was timely on the open data. Commissioner Philbrook said I think we should move ahead on that part. Chairman Markley said okay. We will start at our next meeting a more in-depth discussion of that open data side of things. Gordon, in that respect, do you think maybe having somebody from IT would be helpful; somebody who could talk about how stuff gets online and those sorts of more technical aspects; if someone could be available at our next standing committee meeting that would be great. Mr. Criswell said okay.

February 18, 2014
Chris Cooley did a presentation a while back of all of the places where data is available now. Would you want this committee to see that again or do you want something more specific to Human Services? Chairman Markley asked do you guys want to see something like that again; what’s out there now, a summary of what’s out there now. Commissioner Philbrook said he could do a summary of that.

The other thing, as I mentioned just before we started the meeting, is that I know people would really like to see a listing of when our UGTV is presented and for what meetings and so on so they can actually plan on looking at it because they had no idea when to look for these. Chairman Markley said okay, so we’ll plan on getting that summary version of what’s out there and available, getting a little bit of technical background on how things happen right now and that will give us some overview to continue that discussion.

Commissioner Walker said one of the things that I’ve talked about, the Mayor and I both, we attended different types of data mining kinds of seminars at the National League of Cities. Shawnee is presently engaged with an organization called Priority Based Budgeting. Priority Based Budgeting is a tool. It’s not going to necessarily solve all of your problems, but what it does allow you to do is you make decisions of an economic nature. By inputting the data, you can see the year effect of how that impacts your cash flow, your revenues, your taxes and so forth. I’m not sure anybody from Shawnee would want to come, Gordon, but you might make an inquiry if somewhere in the future, they would have a representative come and discuss that with us. I’ve never sat through a six hour budget meeting and not wanted to fall asleep. It was that interesting. I think that sometimes we make these good decisions, but we’re not looking five years out as to what does it really mean.

Now, maybe some of that would be part and parcel of what Chris Cooley’s presentation would be. I don’t know that this particular vendor is the only one out there, so I’m certainly not hawking for them, but I still think we need more tools when we’re asked to make budget decisions, large and small, to get a better understanding on what it really means. I think it’d keep us from spending money sometimes.

Action: No action required.
Adjourn

Chairman Markley adjourned the meeting at 4:40 p.m.

mls
Staff Request for Commission Action

Tracking No. 140091

Type: Standard
Committee: Administration and Human Services Committee

Date of Standing Committee Action: 3/24/2014
(If none, please explain):

Proposed for the following Full Commission Meeting Date: 5/16/2013

Confirmed Date: 5/16/2013

Changes Recommended By Standing Committee (New Action Form required with signatures)

<table>
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<tr>
<th>Date: 3/12/2014</th>
<th>Contact Name: Colin Welsh</th>
<th>Contact Phone: (913) 573-5085</th>
<th>Contact Email: <a href="mailto:cwelsh@wycokck.org">cwelsh@wycokck.org</a></th>
<th>Ref: Legal</th>
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Item Description:
The Vacant Housing Task Force has been discussing the creation of a vacant building registration requirement. At the request of Commissioner Markley, Wayne Wilson and I are prepared to lead a discussion to explore this option.

Action Requested:
Discussion only at this point.

Publication Required

Budget Impact: (if applicable)

Amount: $
Source:
Income Included In Budget
Income Other (explain)

File Attachment

File Attachment

File Attachment

File Attachment
Staff Request for Commission Action

Tracking No. 140095

☐ Revised
☐ On Going

Type: Standard
Committee: Administration and Human Services Committee

Date of Standing Committee Action: 3/24/2014
(If none, please explain):

Proposed for the following Full Commission Meeting Date: Confirmed Date: 4/10/2014
4/10/2014

☑ Changes Recommended By Standing Committee (New Action Form required with signatures)

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<td>Brandelyn Nichols</td>
<td>573-5086</td>
<td><a href="mailto:bnnichols@wycokck.org">bnnichols@wycokck.org</a></td>
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Item Description:
Applying for a SAMSHA grant to establish a Mental Health Court. This grant is a 4-year grant which provides up to $384,000 per year. There is no match requirement. It requires a municipal court to partner with the local designated mental health center and to use best practices to assist persons with severe mental health issues. Our local designated mental health center is Wyandot, Inc.

We believe the 4 year grant will allow us to collect data establishing:
1. Best practices and data collection to adjust the courts as necessary;
2. Collect data on cost savings and reduction in recidivism;
3. Provide resources for an underserved portion of our population

We will be partnering with Wyandot, Inc., the District Court of Wyandotte County, as well as other organizations within the Unified Government (KCKPD, Community Development). The grant also includes a housing component if we so choose.

Action Requested:
Permission to Apply for the SAMSHA grant.

This will entail entering into a MOU with the District Court of Wyandotte County to allow Judge Lynch to have jurisdiction over misdemeanors in our court when the defendant has an "active care treatment" case. It will also create a monthly mental health docket in municipal court.

☐ Publication Required

Budget Impact: (if applicable)

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☐ File Attachment ☐ File Attachment ☐ File Attachment ☐ File Attachment
### Staff Request for Commission Action

**Type:** Standard  
**Committee:** Administration and Human Services Committee

**Date of Standing Committee Action:** 3/24/2014  
(If none, please explain):

**Proposed for the following Full Commission Meeting Date:** 4/10/2014  
**Confirmed Date:** 4/10/2014

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<td>X8299</td>
<td><a href="mailto:ccooley@wycokck.org">ccooley@wycokck.org</a></td>
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**Item Description:**

Public Data Access
1) A brief discussion about the data and information  
2) A tour of a handful of UG web applications that allow public data access.

- DOTMAPTS  
- LANDSWEB  
- APPRAISER PARCEL SEARCH  
- NRC E-LINK  
- SPOTCRIME

**Action Requested:**

Outcomes

- Publication Required

**Budget Impact: (if applicable)**

**Amount:** $

- Included In Budget  
- Other (explain)

- File Attachment  
- File Attachment  
- File Attachment  
- File Attachment
DATA USE

Several members of staff spoke at the Neighborhood and Community Development Standing Committee on 1/6/2014 about the data that is available through our public applications. Commissioner McKiernan framed this in the context that the UG generates a lot of data leaving us to question: how can we use this data to make decisions, create policy and solve problems?

Commissioner McKiernan referred the following tasks back to staff:

1) Have a brainstorming discussion about the barriers and challenges we face with collecting and reporting data and how we can do better.

2) Brainstorm how we can use our data for public consumption to drive decision making, policy creation and problem solving.

On Tuesday, January 30, 2014 a meeting was held to answer Commissioner McKiernan’s questions. In attendance were: Mike Grimm, Peggy Englehart, Gene Bryan, Captain Doug Parisi, Misty Brown and Chris Cooley. Following outlines the challenges for data use and some strategies for overcoming these barriers. Although some barriers and strategies may carry more importance or heft than others, they are not ranked in order of priority.

Barriers and Challenges

Heterogeneous Data and Systems – The UG is divided into multiple departments and division. Each of these units has its own operational need for gathering and using data. As such each unit has a system that fills its needs. These systems can be complex multi user enterprise applications that integrate the related functions of several units or they can be as simple as a spreadsheet maintained by a single user. Some systems are antiquated. Some are maintained in house while others are provided by commercial vendors. Some systems are mandated by the state. Integration of these systems is extremely challenging and only occurs where it creates efficiencies. The idea of an Enterprise Government Information Systems that spans all units of the UG seems like the solution. However it is seemingly improbable.

Resources – UG staffing is at or below levels needed to fulfill operational needs. Divisions and departments are focused on doing the things that local government must do and should do. Going beyond that is a stretch. Innovation and new initiatives are very difficult to devote staff time to. Funding is extremely limited for new technology and upgrades.

Legal and Privacy Concerns – The UG has a great deal of personal information about the citizens of Wyandotte County which raises valid concerns about any systems that provide easy access to personal information. There may be potential backlash from the community for making personal information readily accessible. State law allows some individuals to opt out and some records to be exempt from the Kansas Open Records Act (KORA).
Loss of Control of Data – Once data is away from its authoritative source it is subject to misinterpretation, misunderstanding, misrepresentation and misuse. It may not have the same meaning in other or all contexts. Data collected for a particular operational setting does not necessarily fit other needs.

Bad or Non-Existent Data – On occasion data is simply not collected, extremely outdated or may be obsolete. In some situations the data is not in an organized or readily accessible form. Some required or commercial systems do not allow the collection of custom data elements.

Lack of Understanding – It is apparent that integrating data from several data sources can be useful given the situation. The specific situation must be identified to envision a system that can fulfill the needs of that situation. We must first understand the questions being asked in order to propose a solution.

Strategies

Begin Small – Creating a single information system to meet all the needs of every department in the Unified Government seems like the solution. An endeavor of this scale is overwhelming requiring monumental initial and ongoing commitment of resources and staff. A better approach is to develop sustainable programs and projects that tackle specific needs rather than trying to do everything at once.

Develop User Groups of SME – Every system within the UG has at least one Subject Matter Expert (SME) who understands the internal operations of the system. Pulling these staff together is essential to moving forward.

Data Documentation – Any data that is opened for use beyond its primary purpose must be accompanied with sufficient metadata to communicate the meaning of the data. Documentation should include a data dictionary, descriptions and classification. Disclaimers should be included that address the completeness and accuracy of the data.

Create and Maintain an Enterprise Data Inventory – Up to this point we have surveyed the systems from a handful of UG departments. This is only the surface of the data that the UG collects. A detailed catalog of all the data holdings within the UG is necessary for developing priorities and road maps. The inventory should include a listing and description of all data sets. Users need to understand what data is available.

Address Resource Issues – Employ skilled, knowledgeable staff that can work directly on programs that use data to drive decision making, policy creation and problem solving. The focus of these staff would be to make data accessible and usable to the broadest set of users. Provide funding to invest in new technology and upgrades to existing technology. Support programs with consistent and ongoing maintenance.

Develop a Road Map – Any projects or programs that increase data use and integration should have some guidance and planning. This can be something as informal as a list of priorities put together by stakeholders or something based methodical planning and analysis. To get things started there is no
need to do an extensive study. If there is a desire to make this a part of the culture within the UG, detailed analysis and policy development would help guide decisions.
UNIFIED GOVERNMENT

PUBLIC DATA ACCESS
WHAT ARE WE TALKING ABOUT?

Data...

Reports...

Applications...
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**DATA**

**Raw tables or lists**
## Synthesized Data

### Population Change, 1990-2000
For Wyandotte County Neighborhoods

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Source: 1990 & 2000 U.S. Census

*1990 Kansas City, KS population total includes annexation after 1990.
DOTMAPS

www.wycokck.org/dotmaps

- maps
- parcels
- aerial photography
- basic parcel information (address, parcel id)
www.wyco.kck.org/landsweb

- parcel number
- address
- owner name (if logged in)
- value
- taxes

LANDSWEB
APPRAISER PARCEL SEARCH

http://appr.wycokck.org/appraisal/publicaccess/

- detailed datasheet
- comp sales
- property images
- value
- sales history
NRC E-LINK

https://mauwi.wycokck.org/citizenaccess/

- building permits
- code enforcement
- license
SPOTCRIME

http://spotcrime.com/

-list of crime incidents in an area
  arrest
  arson
  assault
  burglary
  robbery
  shooting
  theft
  vandalism
  other