



Administration and Human Services
Committee
Standing Committee Meeting Agenda
Monday, October 15, 2012
5:30 PM

Location:

Municipal Office Building
701 N 7th Street
Kansas City, Kansas 66101
6th Floor Training Room

<u>Name</u>	<u>Absent</u>
<input type="text" value="Commissioner John Mendez, Chair"/>	<input type="checkbox"/>
<input type="text" value="Commissioner Ann Brandau-Murguia"/>	<input type="checkbox"/>
<input type="text" value="Commissioner Angela Markley"/>	<input type="checkbox"/>
<input type="text" value="Commissioner Tom Cooley"/>	<input type="checkbox"/>
<input type="text" value="Commissioner Butch Ellison"/>	<input type="checkbox"/>

I. **Call to Order / Roll Call**

II. **Approval of standing committee minutes for August 20, 2012.**

III. **GOALS AND OBJECTIVES**

Item No. 1 - GOALS AND OBJECTIVES

Synopsis:

The Unified Government Commission conducted a strategic planning process resulting in specific goals and objectives adopted by the commission on May 17, 2012. Commission has directed that the goals and objectives appear monthly on respective standing committee agendas to assure follow-up and action toward implementation.

- a. Education/Workforce Development. Maintain a collaborative working relationship with the various educational institutions and the business community to maximize community resources and enhance learning, college readiness, and career pathway opportunities in our community.
- b. Tax sales and local resident preference

- c. Customer service
- d. UGTV

Tracking #: 120153

IV. Adjourn

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, August 20, 2012**

The meeting of the Administration and Human Services Standing Committee was held on Monday, August 20, 2012, at 6:00 p.m., in the 6th Floor Human Resources Training Room of the Municipal Office Building. The following members were present: Commissioner Mendez, Chairman; Commissioners Cooley, Markley, Murguia and Ellison.

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

Approval of standing committee minutes for June 18, 2012. **On motion of Commissioner Ellison, seconded by Commissioner Cooley, the minutes were approved.** Motion carried unanimously.

Committee Agenda:

Item No. 1 - 120225... **A grant application has been submitted to the CDC for a three year grant in the amount of \$3,690,090 called “Wyandotte Health for All: Reducing Obesity and Hypertension among African Americans and Latinos in Wyandotte County Kansas,” submitted by Joe Connor, Director of Public Health.**

John Werner, Health Department, said I am standing in for Joe. This is the reducing obesity and hypertension among African Americans and Latinos in Wyandotte County, Kansas. This is collaboration with KU, YMCA and the Health Department. There’s only four awards in the entire country from the feds. **Commissioner Cooley** asked do we have to prove that we are in dire need before we get considered. Is that the criteria for it? I appreciate the grant. Don’t misunderstand where I’m going with it, but since it’s under such strict competition, it appears like we have to show that we’re in more need than some other community. I don’t know how that plays. **Mr. Werner** said sure, it’s based on a recommendation from the KU work group. They saw the collaboration; saw the opportunity to go for this award. **Commissioner Cooley**

said I absolutely have no problem in applying for it. I think it's a need, but I was just curious as to how we prove that we need it over jump-off Mississippi who might also be competing.

Commissioner Murguia said I work with this KU work group so maybe I could help a little bit. Commissioner Cooley, what happens when they rate these kinds of grants —not to be staff or anything, but I worked with them. What they do is they look at statistics of obesity and in particular what racial and ethnic groups are suffering the most from the obesity epidemic. They have data that shows you that and then you see where your state or your county ranks in the nation and you pull out that data. In addition to that, you bring in other demographic factors like income, those kinds of things which would say that people of lower income are at higher risk for obesity and things. Then you look at the issue of availability of things like grocery stores. You know Kansas is really spread out. In comparison to like Chicago or New York, it is not very densely populated so reaching those retail spaces where healthy food is at is difficult so all they are doing is KU Work Group put together this thing saying can we apply to you guys? Do you think we are even close to being competitive since only four entities will receive this money? Then they do a pre-review because what you see right here the size of the actual grant when they write it will be about this thick if they get accepted. You have to ask if you can apply based on data and then once you get approved, then you submit a grant that's this big. That's what happens. **Commissioner Cooley** asked you submit an application for the grant. **Commissioner Murguia** said yes.

Action: **Commissioner Cooley made a motion, seconded by Commissioner Ellison, to approve and forward to full commission.** Roll call was taken and there were five "Ayes," Ellison, Cooley, Markley, Murguia, Mendez.

Commissioner Murguia said just one final comment. Tell Joe and yourself as well that this is very ambitious and I am very excited to see that. It's a hard grant to get; it's very competitive. **Mr. Werner** said sure. **Commissioner Murguia** said what you should do is if any commissioners are going to Washington, DC, before the deadline and we get to make this grant application, you should have the commissioners meet with people and lobby for your grant. **Mr. Werner** said sure.

August 20, 2012

Commissioner Cooley asked when will they award it? **Mr. Werner** said I'm not sure what the award date is. I'd have to go back and look, but I can definitely let you know. **Commissioner Cooley** said very good. **Commissioner Murguia** said thank you.

Item No. 2 – 120233... **Communication stating the Unified Government is requiring direct deposit of paychecks, effective January 1, 2013, submitted by Lew Levin, Chief Financial Officer. This change will improve efficiency and achieve cost saving.**

Lew Levin, Chief Financial Officer, said no action is required. It's for information only. What we are proposing is to require direct deposit of all paychecks effective January 1, 2013. Human Resources is going to send out a letter to all employees notifying that. **Patty Kroll, Director of Human Resources**, said if it's okay, we'll do it this week to give them plenty of notice. **Mr. Levin** said there are cost efficiencies associated with it. For those individuals who do not have a bank account or prefer not to have it, they'll have the opportunity to have debit cards. Ron can provide more detail. It affects approximately 20% of our employees. Now any new employees hired are required to go through direct deposit.

Ron Green, Payroll Manager, said studies have shown that live checks going to direct deposit saves approximately \$2.75 - \$3.25 per live check by going to direct deposit between the manpower and tracking down lost checks in the wash, things of this nature where with direct deposit, that's no longer a factor. Then having to get the checks stuffed in the envelopes and delivered to all the different sites, that won't be an issue. Actually this is step one. Step two in the second quarter of next year, we should be in a position with the software ready to go to employee self-service where we should be able to do away with all paper. You'll be able to go online and look up your check stub online, print it out if you want to print out, do whatever you want to do. This is just the first step in going toward that.

We met today with UMB Bank. They have a new product in conjunction with Twilight debit cards that is now being used by USD 500 and the state of Kansas. That's who we are going to partner with for our debit cards so there will be instant vendor

recognition and there is no cost for any fees as opposed to the current debit card. **Chairman Mendez** asked and every employee would be required to utilize this system. **Mr. Green** said yes, sir. **Commissioner Cooley** asked including commissioners. **Mr. Green** said yes, sir. **Commissioner Cooley** said that is a substantial amount of savings per check. I'm sure nobody was aware of that. That's a hit. **Mr. Green** said well if you realize what's involved on a lost check, the employee has to get a police report. The accounting department is involved, payroll department is involved, and it happens more than you realize.

Action: No action taken.

GOALS AND OBJECTIVES FOLLOW-UP

Item No. 1 – 120153... **The Unified Government Commission conducted a strategic planning process resulting in specific goals and objectives adopted by the commission on May 17, 2012. Commission has directed that the goals and objectives appear monthly on respective standing committee agendas to assure follow-up and action toward implementation.**

- a. Education/Workforce Development. Maintain a collaborative working relationship with the various educational institutions and the business community to maximize community resources and enhance learning, college readiness, and career pathway opportunities in our community.**
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- c. Customer service**
- d. UGTV**

Mr. Criswell said we started on a couple of the short-term goals under the education and workforce development piece, particularly we started short-term Goals A and B. We already implemented that. We had a mentoring program last year and we expanded that mentoring program this year to include more UG departments and I believe we have three private sectors of

businesses that have also decided to host interns this year. In terms of the other education and workforce development goals, those are the two that I'm absolutely for sure about that we have implemented. The others have yet to be worked on.

We have not started any of the work on the social services piece. That's going to take a considerable amount of work to figure out every human service agency in this county and what services they provide and the number of services that they provide to residents. We've got until the end of the year and we'll try to have it ready for you by the end of the year. That's all I have to report on those.

Commissioner Markley said I was just going to comment. There are some items we put on during the budget: the tax sales, the customer service, and the UGTV that are down here. I'm going to put Jody on the spot. The idea of using a local residence preference, isn't that blatantly unconstitutional? **Jody Boeding, Chief Legal Counsel**, said I do have a problem. Multiple opinions over the years there is a way to do it, but you have to jump through some hoops. I'll resurrect that research and maybe send it to you. **Commissioner Markley** said I would love to see it because the first thought in my head was that we can't do that. I'm interested to see what the hoops are.

Are we going to have somebody from UGTV come and talk to us at one of these? I think it was in the discussion about whether we were going to try to film meetings and stuff like that. **Commissioner Cooley** said televise our meetings. **Commissioner Markley** said I certainly don't know anything. **Commissioner Ellison** said that's good and bad.

Commissioner Murguia said Angela brought it up — I've been waiting for an opportunity to bring this up. I learned something the other day. Wyandotte, Kansas City, KS, hosted the State Wildlife and Parks board meeting out at Cabela's about a month ago. I went out just to see what was going on and for cost-savings, they just have a person videotape the meeting themselves from in-house and then youTube the video for public so people can look it up if they want to. I would just be curious if we're talking about a cost savings. I'd love to do it UGTV because that's what we have it for, but if it's cost prohibitive, we at least might look at the youTube option because then it shows more transparency with our meetings. If people want to, you can reference them to that youTube site and they can just view it that way. **Commissioner Markley** said I want to know if we have students that can tape it like the broadcast students.

Commissioner Cooley said we have the free channel on Time Warner so the filming of our meetings I don't think —and again I'm sure there's some cost involved because of the camera work and what have you. **Mr. Criswell** said the studio is actually in Olathe I believe. **Commissioner Cooley** said the TV channel is Channel 2 on Time Warner and it's ours to use however we want. **Commissioner Murguia** said like Commissioner Markley was saying, there might be a way for us to partner with the KCK Community College to utilize their audio-visual students to maybe do the taping of our meetings. I think anytime we can create an interest.

Commissioner Markley said and that meets our educational workforce development goal too. **Mr. Criswell** said that is one of the goals to partner with the college. **Commissioner Murguia** said if you could work with the departments and I know the vo-tech school because I just toured it. The vo-tech school has an amazing audio-visual department and I know the dean out there. That would be great if we could do that.

Cindy Cash, KCK Chamber President, said I just wanted to add on to the educational workforce development piece. Actually there is a committee that has been working, and Sharon McMillan from the county administrator's office is involved with this, but it's a partnership between starting with KCK public schools and tending to move on. We've already been talking to the Turner School District, the Bonner Springs School District and the Piper School District as well as the community college and Donnelly College. I certainly would love for the opportunity for us to come forward and let you know a little bit more about what we've been working on. Gordon alluded to three businesses. Actually we did a presentation before our chamber members in May which resulted in six businesses from that meeting alone stating they would be interested in some sort of internship. I know that they held their orientation last Thursday I believe it was and there are 18 slots, many of which thank you very much come from the Unified Government.

On Friday, September 7th, we are going to do a companion program at our next membership meeting from the community college aspect again talking about what kind of opportunities there are with community college students. Perhaps sometime later in the fall as these students get rolling and we get some other things underway, we'd love to come back and do a full blown presentation between the school districts. They do a great job. They did a great job in May as well as with the community college, again to let you all know how you're helping and some of the other things that are going on in the community.

Action: No action taken.

Adjourn

Chairman Mendez adjourned the meeting at 6:15 p.m.

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Education/Workforce Development

GOAL: Maintain a collaborative working relationship with the various educational institutions and the business community to maximize community resources and enhance learning, college readiness, and career pathway opportunities in our community.

I. Short Term

- A. Develop internship, mentoring and shadowing opportunities for high school and community college students.
- B. Implement community-wide internship, mentoring and job-shadowing programs with all educational institutions, area businesses, and business organizations.
- C. Development an incentive-based economic development policy that rewards and recognizes businesses that offer these programs and a "comeback" policy.
- D. Partner with educational institutions to highlight public sector career opportunities.
- E. Establish an educational advisory board with representation from each educational institution to monitor the outcomes and effectiveness of internship, mentoring and job-shadowing programs.
- F. Work with stakeholders to improve marketing of community educational and training resources and opportunities.

II. Long Term

- A. Develop long-term partnerships with educational institutions.
- B. Encourage educational institutions to develop curriculum and certification programs that meet the demands of the marketplace, and allow students to earn credits for participation in internships.
- C. Encourage community colleges to offer pro-rated tuition rates to students based on their work experience as it relates to the course, certificate, or degree they are pursuing.

- D. Develop agreements with educational institutions for use of school facilities outside the normal school year; i.e., auditoriums, swimming pools, ball fields, etc.
- E. Coordinate capital improvement projects with educational institutions to leverage capital expenditures; i.e., paving, facility maintenance, and certain service contracts.
- F. Organize with educational institutions to implement a Unified Government event, recognizing student academic, civic, and athletic achievement.