

**PUBLIC WORKS AND SAFETY
STANDING COMMITTEE MINUTES
Monday, May 23, 2016**

The meeting of the Public Works and Safety Standing Committee was held on Monday, May 23, 2016, at 5:00 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Bynum, Chairman; Commissioners Johnson, Kane, Markley, Philbrook; and BPU Board Member Jeff Bryant. The following officials were also in attendance: Doug Bach, County Administrator; Gordon Criswell, Assistant County Administrator; Melissa Mundt, Assistant County Administrator; Jenny Myers, Senior Attorney; Alyssa Carodine, Health Department; Madeline Cochran, Health Department; Chief Terry Zeigler, Police Department; Scott Holloway, Animal Services; Chief John Paul Jones, Fire Department; Battalion Chief Paul C. Jones, Jr., Fire Department; and Battalion Chief Jack Andrade, Fire Department.

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

Chairman Bynum said we do not have minutes for approval at this standing committee meeting due to the cancellation of the March 28, 2016 meeting.

Measurable Goals:

Item No. 1 – 16544...MEASURABLE GOALS: FIRE DEPARTMENT

Synopsis: Presentation and discussion of measurable goals for the Fire Department, presented by John Paul Jones, Fire Chief.

Chairman Bynum said the Fire Department Trainee program was established as a goal for the Fire Department. Staff is here this evening to report on progress. I'm going to recognize County Administrator Doug Bach. He will introduce this item.

Doug Bach, County Administrator, said we are happy to bring this item forward tonight. This is one of those tasks as we've been going forward as the Commission's well aware. We came forward a couple of weeks ago looking at overall goals, some of the things from the FACETS Study which we're working on with members of management and labor, as to the many different goals that are being done under the Fire Department. We'll bring back further updates on that as we go along.

Now, quite timely we're coming forward, Chief Jones has been working hard with his staff on the Trainee Program which has been an objective, one of the goals that came out of the Task Force, that was set up last year. Now we're ready, we're in a position to move forward with the Trainee Program. We wanted to lay that out. As the Commission recalls, we funded that during the budget process last year to have it in place for later this year for the employees to come on board as part of this program. We're ready to move through that.

Chief Jones is on his way. He was detained at another activity he was at, so he'll be able to join us as we go through the presentation. We do have with us tonight Chief Paul Jones and Jack Andrade with the Fire Staff. I will turn it over to these guys to go ahead and start the presentation. We'll work on it from there.



2016 KCKFD

FIREFIGHTER TRAINEE PROGRAM

Jack Andrade said I've been with the Fire Department for about 12 years now. We've been working continuously on this program to try to enhance our Fire Department with all the studies that have been presented. We're calling this the Firefighter Trainee Program.

2015 Public Safety Task Force Goal

- Identified need to attract and hire more Wyandotte County residents
- Establish hiring opportunities that provided those without EMT training, but met other KCKFD requirements to gain employment
- Establish Firefighter Trainee Program

The 2015 Public Safety Task Force Goal, one of them was to identify the need to attract and hire more Wyandotte County residents. One thing that Chief Paul Jones and several staff members have been doing is going to several school functions, church gatherings, and trying to promote this program to get individuals interested within the Fire Service. We've had a lot of interest, let me tell you that. I've been privileged to set up those job shadows, is what we're calling them, to ride out on the ambulances and pumpers. Individuals have been taking part in that along with interviews. At this time, I'm going to let Chief John Paul Jones take over.

Chief John Paul Jones, Fire Department, said I apologize for being tardy. I was attending a funeral service and it went a little bit long. **Commissioner Bynum** said, Chief, we do appreciate you being here.

Chief Jones asked, Jack, did you leave off with this first slide here. **Mr. Bach** said, Chief, I just did a quick introduction for it and then he was just leading into it right there. He just mentioned the first bullet and I think you're ready to roll.

Chief Jones said you know some good things came out of the DOJ Task Force as far as goals and objectives and some different things we can do to increase our diversity on the Fire Department, some recruitment goals. One of the things, we had a previous Cadet Program.

What we did was we borrowed from different areas, found ways to improve that and bring it back as this Pre-Apprentice Firefighter Trainee Program. What was identified was a need to attract and hire more Wyandotte County residents and establish hiring opportunities that provide those without EMT training, but met other KCKFD requirements to gain employment. We put our heads together, had a lot of collaborative effort amongst our Command staff and taking the

information garnered from those in the community and some of the DOJ Task Force recommendations regarding this particular program and we established a Firefighter Trainee Program.

The mission of the pre-apprentice, Firefighter Trainee Program

Is to identify and hire qualified, Wyandotte County residents as paid, pre-apprentice, Firefighter Trainees who can then be placed in an accelerated emergency medical (EMT) training program as soon as practical and feasible.

This program will allow for a successful, Firefighter Trainee to meet the minimum requirements necessary to enter the Fire Academy as a "Recruit Firefighter" (when practical and feasible). This will allow these "Recruit Firefighters" the opportunity to become sworn, professional Firefighter/EMT's after successfully completing the requirements of the Fire Academy.

The mission of the Pre-Apprentice Firefighter Trainee Program is to identify and hire qualified Wyandotte County residents as paid pre-apprentice Firefighter Trainees who can then be placed in an accelerated Emergency Medical Training Program as soon as practical and feasible. This program will allow for a successful Firefighter Trainee to meet the minimum requirements necessary to enter the Fire Academy as a "Recruit Firefighter" when practical and feasible because we have some timelines we have to deal with. This will allow these "Recruit Firefighters" the opportunity to become sworn, professional Firefighter/EMT's after successfully completing the requirements of the Fire Academy.

I thought it was important to just lay this out. This is kind of the mission of this program. It's to quickly get this minimum requirement for certification and that's the minimum requirement to enter the Recruit Academy. Get that accomplished and get these individuals into a Recruit Academy and try to expedite that process so that sooner than later they have the opportunity to enter the Fire Academy and then become professional firefighters.

All Firefighter Trainee Applicants

All Firefighter Trainee applicants will be subject to all of the steps within the regular hiring process for Firefighter/EMT:

- Written test
- Physical agility test
- Initial interview
- Follow-up interview
- CVSA truth verification testing and background checks
- Psychological assessment
- NFPA physical and drug screen

The Firefighter Trainee hiring process will be posted:

- UG Website, High Schools, KCKCC, Public Forums, FD Website, Social Media along with other sources effective recruiting resources

EMT training for Firefighter Trainees will occur as the schedule allows within a partnership agreement with Kansas City Kansas Community College.

All firefighter trainee applicants will be subject to all of the steps within the regular hiring process for Firefighter/EMT. We thought it was important, let's go ahead and have it mirror the regular hiring process steps that we've developed and improved upon going through our Recruitment and Planning Guide and working with HR to further develop the hiring process. That way these steps really, essentially, kind of get out of the way as far as when you have a lot invested in the firefighter trainees. Let them go through the steps early on, prove themselves that they're going to be able to pass through this hiring process and come out the other end a viable candidate for that Recruit Academy once they get their EMT certification.

So, the steps: the written test, the physical agility test, the initial interview, the follow up interview, the CVSA truth verification testing and background checks, the psychological assessment, and the NFPA physical and drug screen. All will take place, but we're going to try and condense that as much as we can to possibly shorten the hiring process.

The Firefighter Trainee hiring process will be posted on the UG website. High schools, we've made a tremendous effort. My hat's off to Battalion Chief Paul Jones and his efforts in all the high schools in Wyandotte County because the word is out. We've developed flyers that are really nice that have all of the information. Those seem to really work well. Put something in somebody's hand, discuss it with them. It's worked out well, has all the information necessary.

Social media's another one along with the other, working with the Community College, Public Forums, the Fire Department website which is getting ready to be revamped and then we're going to have more current information readily available, and then the use of social media along with other sources to effect more effective recruiting efforts. I can't say enough about the

changes just in how to get the word out in these types of activities and the use of social media and how we're going to use that. We're pretty excited about that.

Now, the EMT training for the Firefighter Trainees will occur as the schedule allows within the partnership agreement with Kansas City Kansas Community College. Right now, we have eight seats that are reserved for the fall. So we're ready to go there. It'll be an accelerated EMT Program which with this paid Firefighter Trainee Program, they'll essentially be working for us full time. We'll afford them the luxury of being able to go through this accelerated program because in the past it's difficult. If somebody has to work, etc., and then they try to fit in an EMT Program where they're going two semesters or whatever, it still can be difficult. What this Trainee Program will afford them to do is really focus on getting this EMT training essentially as quickly as possible through this accelerated program because it's one of the shortest distances between two points as far as an EMT Program in the State of Kansas. It's very nice.

Selection Process

The selection process for "Firefighter Trainee" will be competitive for those applicants meeting the minimum qualifications in order to apply:

- Must be 18 years of age by the date of hire
- Must be a Wyandotte County resident
- Must have acquired a high school diploma or GED
- Will be subject to disqualifiers

The selection process for a Firefighter Trainee will be competitive for those applicants meeting the minimum qualifications in order to apply, meaning that you will have a pool of applicants that they must be 18 years of age by the date of hire. They'll be able to apply when they're 17, but by the date of hire 18 is important because I think you have to be 18 to attend the classes at the community college and for the state test, too, I believe. They must be a Wyandotte County resident, must have acquired a high school diploma or GED and will be subject to the normal disqualifiers for the hiring process. Competitive in that if they meet the minimum qualifications we'll have a pool of applicants and then we'll be able to make the selection from there.

Disqualifiers

All **automatic disqualifiers** for Firefighter Trainees will be the same as those established for Firefighter/EMT, Firefighter/Paramedic and Firefighter/Pending Paramedic

Automatic Disqualifiers:

- DUI within the last 3 years
- Multiple DUI's
- Marijuana use within the last 12 months
- Illicit drug use within the last 3 years
- Falsification of documentation
- Felony conviction

As far as the disqualifiers, all automatic disqualifiers for Firefighter Trainees will be the same as those established for the Firefighter/EMT, the Firefighter/Paramedic and the Firefighter/Pending Paramedic. Those three categories are normally what the applicants are applying for. They'll be designated as hey, I'm applying as an EMT because that's the certification they have or somebody that has paramedic certification will be applying as a paramedic. Those that are pending paramedic meaning they're very close to finishing that course, receiving that certification after they take the state test for paramedic, so that's why they're a pending paramedic. Normally from the date of hire, they have 12 months to finish that paramedic program.

The automatic disqualifiers apply to all three of those categories in the normal hiring process and they will also apply to the Firefighter/Trainee process as well. Those disqualifiers are they can't have had a DUI within the last three years, multiple DUIs are problematic, marijuana use within the last 12 months, illicit drugs within the last three years, falsification of documentation through the process and a felony conviction.

Emergency Medical Training and Required Certification

- KCKCC EMT (Emergency Medical Training) courses will be paid for and funded through the Unified Government (approximately \$1500 cost for books and tuition).
- EMT training will be conducted through the civilian EMT training program at KCKCC
- The Firefighter Trainee must pass the class with a minimum score of 2.0 grade points for a grade of "C" for the class and meet the KCKCC criteria for state testing.
- The Firefighter Trainee will be required to test for Kansas State EMT certification as prescribed by the KCKFD and KCKCC.
- The Firefighter Trainee will be allowed 1 retest for the written state certification testing and 1 retest for the practical portion of the state certification testing.

Now, regarding the Emergency Medical Training Required Certification, the community college courses will be paid for and funded through the Unified Government. It's about \$1,500 per student for books and tuition, approximately. It's still a bargain as far as that type of education and what the community college here can afford as far as an opportunity. It's a pretty good program when they can get paid a salary and have benefits and have the books and tuition paid for in addition in preparation as a Pre-Apprentice EMT/Firefighter Trainee.

The EMT training will be conducted through the civilian EMT Training Program at the community college. Of course, they'll be under the employ of the Fire Department. We'll have the adequate structure in place for supervision and accountability, but they will essentially, when they're going to school for this program, it will be through the community college. They may, in fact, be in class with civilian students as well.

The Firefighter Trainee must pass the class with a minimum score of 2.0 grade points, which is a C for the class, but also meet the Kansas City Kansas Community College criteria for state testing. They have, like you have to have a 70% average from all the tests in order to qualify to take the state test. There's a possibility you could get a C in the class but still not have that requisite percentage scores on the testing. That's a community college criteria for state testing so it's something that we have to adhere to also.

The Firefighter Trainee will be required to test for the Kansas State EMT Certification as prescribed by the Fire Department and also the community college. When the testing schedule occurs, we'll try to promptly get them into the testing procedure as quickly as possible. There's twofold reasons: to move them through the program, but also I think it's good to hit those state

tests while the information is still fresh in their mind and you've just come to the end of that semester.

The Firefighter Trainee will be required to test for that state test and also will be allowed one retest for the written state certification testing and one retest for the practical portion of the state testing. It's a lot to go from the semester and the testing and then go challenge the state test. Somebody could have the jitters when it comes to the practical portion sometimes. Sometimes it's good to have that second shot at it. That's what we afford them because there are many EMTs that are very good EMTs that had to go and take a retest. That's pretty normal as far as that's concerned.

Successful Completion Requirements

If the Firefighter Trainee does not pass the KCKCC EMT class with the requisite minimum grade and test scores, then they will be removed from employment as a KCKFD Firefighter Trainee.

If the Firefighter Trainee does not pass the Kansas State EMT certification testing within the prescribed parameters, then they will be removed from employment as a pre-apprentice Firefighter Trainee.

Firefighter Trainees must comply with all applicable KCKFD policy parameters including Code of Conduct and scheduled activities in order to remain in the pre-apprentice Firefighter Trainee Program.

The Successful Completion Requirements: If the Firefighter Trainee does not pass the EMT class with the requisite minimum grade and test scores, then they will be removed from employment as a Firefighter Trainee. If the Firefighter Trainee does not pass the Kansas State EMT Certification testing within the prescribed parameters, then they will be removed from employment as a Pre-Apprentice Firefighter Trainee. It's one of those things where we want to quickly get those that are going to qualify and pass and be successful and move through the program. We have to set the limits and the parameters so that, in effect, maybe if it wasn't the right fit, that we can fill those spots and have somebody else move through the program.

Firefighter Trainees must comply with all applicable KCKFD policy parameters including Code of Conduct and scheduled activities in order to remain in the Pre-Apprentice Firefighter Trainee Program. That just goes without saying as far as just being under the employ of the Fire

Department and the rules, regulations and policy parameters that go along with that. We're excited about this program.

Pay and Benefits

The pay and benefits for pre-apprentice Firefighter Trainees

Salary = **\$25,292** + benefits that includes vacation time and health insurance package

The pay and benefits for a Pre-Apprentice Firefighter Trainee, the starting salary is \$25,292 plus benefits. It includes vacation time and a health insurance package that I think really will attract a lot of the local students or potential firefighter trainees that want to enter this program. Because it does afford them the opportunity to go to school full time and work full time with us while they achieve their goal of that minimum EMT certification that gets them to that next step, and that is the Recruit Academy.

Other Program Activities

Additional KCKFD pre-apprentice Firefighter Trainee Program activities may take place as the schedule allows.

- Fire suppression/EMS career enhancement activities
- Fire prevention career enhancement activities
- Fire Communications (Dispatch Center) career enhancement activities
- Fire Administration (policies and procedures) career enhancement activities

These career enhancement activities may take place if time is afforded according to the scheduled timeframe for the KCKCC EMT certification training and the occurrence of an applicable Fire Department Recruit Academy.

Firefighter Trainees must comply with KCKFD policy parameters including Code of Conduct and all scheduled activities in order to remain in the pre-apprentice Firefighter Trainee Program.

Now, other program activities that may occur in addition to the EMT training, possibly if the schedule allows, will be fire suppression EMS career enhancement activities. What that would be is activities like Firefighter I training. It's actually considered certification training. Now they wouldn't actually necessarily go achieve the certification for Fire I during that portion of the career enhancement because they test after the Recruit Academy for Fire I and II. It would prepare them for that.

Fire prevention career enhancement activities: working in the Fire Prevention Division. Maybe it's installing smoke detectors, going on inspections and seeing what that's about in the area of fire prevention. There's a lot of things in fire prevention, especially as far as community relations programs, getting out with the community and talking about fire safety. Those are things that kind of challenge them, too, in that setting that will pay off later when they interact with the public.

Fire Communications, the Dispatch Center: the Dispatch Center is the center of the universe when it comes to public safety. Getting an idea what that's about, what it's like when that first call comes in, maybe doing a stint out there as far as answering the phones or seeing how the Dispatch Center operates would be a good career enhancement activity.

Fire Administration: understanding the policies and procedures and how the department is structured and run would be nothing but a great career enhancement development activity.

These career enhancement activities may take place if time is afforded depending on the scheduled timeframe for the EMT certification training at the community college and the occurrence of an applicable Fire Department Recruit Academy. Why I want to make that point is back to the Mission Statement, getting them into an academy as quickly as possible. It may all fall into place where we don't have the time allowed to go through these career enhancement activities, but our overall goal is to get them into the Academy in a timely matter.

Again, Firefighter Trainees must comply with all of the policy parameters, Code of Conduct and scheduled activities in order to remain in this Pre-Apprentice Firefighter Trainee Program.

Projected Timeline

Advertising for the hiring process to begin by mid-June.
First Firefighter Trainees expected to be hired by mid-August 2016.

The projected timeline: advertising for the hiring process is going to begin by mid-June. It could happen sooner. That may be a little bit of a bold proposition, but if we can get that done we certainly are looking at that.

The first Firefighter Trainee is expected to be hired by mid-August, 2016. Those seats out at JUCO are waiting for them for the Fall semester. Our timeline is pretty aggressive, but we believe we can meet it.

Advertisement

- UG Website
- High Schools
- Public Forums
- FD Website

That's it in a nutshell. I will tell you a lot of work went into, in essence we made it very sophisticated, complicated. Then we broke it back down and made it simple. It all came back to the mission of this Firefighter Trainee Program and that is to get those prepared with the

minimum EMT certification necessary to have a chance and the opportunity to enter a Fire Academy and be successful in that academy. I mean, there's a lot of hard work involved with that too, which will allow the opportunity to become a professional, sworn firefighter.

Commissioner Philbrook said I'll apologize ahead of time if you're not prepared to answer these questions because some of these are kind of related, but not necessarily directly.

One question is, because you said \$25,000 plus benefits, about what is our benefits package worth? **Chief Jones** said the benefits package, I don't know, what do you think, Doug, about 25% of that. **Mr. Bach** said it's going to vary a little bit. It's probably not quite going to be that. You have to look at the health insurance package which is going to be about \$8,000 if they're single, or maybe \$12,000 if they're a family. A higher probability here that you're not hiring a family member coming into something like that. **Commissioner Philbrook** said I'm just trying to get a little bit of an idea. **Mr. Bach** said that's your biggest number on this. Then they will become eligible to go into KPERS. This would not put them under KP&F, so that's a lower percentage. You're all in number is around \$35,000 when you're talking about these employees.

Commissioner Philbrook said also, you said the EMT class runs \$1500. **Chief Jones** said approximately, with books. **Commissioner Philbrook** asked how long does that class last. I missed it if you said. **Chief Jones** said that class would end December 19, 2016. **Commissioner Philbrook** said it would begin August. **Chief Jones** said approximately August 22. **Commissioner Philbrook** said so it's basically a semester type class. **Chief Jones** said right. It's an accelerated program, so more hours more often over the course of a semester. It's pretty intense, but actually what they've found is going through one of these programs in kind of a boot camp type atmosphere where you're there and you're immersed in it, it's kind of like the military does and it's pretty successful. **Commissioner Philbrook** said I can understand immersion.

Commissioner Philbrook said the psychological testing, I know there was an issue around that during the Justice Department study. Are we using someone different? Are we using different testing? Has that changed? **Chief Jones** said actually, I think Renee Ramirez is in the audience, but we are using, I believe, a different I guess you'd call it, vendor, professional group. I think it'll be vastly improved. **Commissioner Philbrook** said I had a concern about that, that's why I

was asking. **Chief Jones** said sure. **Commissioner Philbrook** said I would tell you that some of my constituents who had in the past come forward to try to be a firefighter, that was their biggest issue was that psychological testing. **Chief Jones** said I think Human Resources is very pleased with who they have lined up to provide those services now. **Commissioner Philbrook** said great. That definitely is a step forward.

Commissioner Philbrook asked how much does a paramedic program cost. **Chief Jones** said when you look at what it costs to go to a semester at JUCO, and a paramedic program is four semesters. **Commissioner Philbrook** said is four semesters, okay. **Chief Jones** said you're looking at approximately four times that amount. Now that can vary depending on the different types of textbooks, etc. that are required. It's an Associate's degree program so somebody may come into the program with multiple hours. It can vary a little bit. If somebody comes in, hey look I've got 10-12 hours already and some general education stuff, it may be a little bit less expensive.

Commissioner Philbrook asked do we cover any of that if they want to become a paramedic or is that on their own. **Chief Jones** said I'll tell what we're doing is we're looking at this as kind of a Phase I, Phase II. Now we're exploring the possibility of how do we grow more paramedics in the community and also how do we home grow paramedics within the Fire Department. **Commissioner Philbrook** said starting the way you are. **Chief Jones** said exactly. **Commissioner Philbrook** said that's great. That sounds exciting to me. It gives opportunity to so many people that wouldn't have it, otherwise, in our community.

Commissioner Philbrook said in the career enhancement classes, if they don't get them in the pre-nup, so to speak, before they get in, do they an opportunity to take some of those classes later on? **Chief Jones** said actually they won't be like classes. They'll be more like mini-internship type activities. A lot of that is covered in the Academy itself.

The way we look at it is having the opportunity if the schedule allows would only enhance their ability to be successful in the Academy, but it's really not necessary or considered a pre-requisite. **Mr. Bach** said I might comment there, Commissioner, too. I think the Chief has done a real good job designing what I would consider to be a very dynamic program in our first time into it. As he has really covered as he started it, our objective was to get people in, get them through their EMT, and then get them into the first available academy. The wildcard in that

equation is we don't always have that academy that would be available as soon as they pass their coursework. So somebody could finish their EMT and we're ready to put them right in. Or, they could finish their coursework and they have a year before the next academy is available that they fit into. That's where he worked through this to be able to keep them active and very instrumental in helping to assist with overall Fire Department operations while they're gaining experience as they go through it.

I commend him for being very dynamic in the way he's put this together so we can adjust. It's not a set program that you have to get through those other programs, but it'll be very valuable to them and us at the same time if they don't go into a class for a while. **Chief Jones** said being dynamic allows for us to consider all the variables that may happen.

You can look at it, one variable that may occur is that you could have eight firefighter trainees that have achieved EMT certification. Let's say you're going to have a smaller class that's going to happen in the Fire Academy and you want to achieve a certain percentage of paramedics versus EMTs. You may not be able to get all those EMTs in that first academy. You may have to put a portion of them in the second. In the interim, you can just make them better by making sure you have really effective, efficient, productive kind of career enhancement activities that are specific programs to get them ready. **Commissioner Philbrook** said it sounds like it's a way to keep them in the pipeline, keep them interested, and show them that you actually want them there.

I have no negatives to say about this program. I just had questions for you. I'm so excited that we've gone through this, as you say, as a community and as the Fire Department. I'm just amazed the way you've been able to put this together.

Commissioner Johnson said thank you Chief, and to the Battalion Chiefs as well, for being here about this program. I am very excited about it. I think we've had conversations about this in other venues. Just a couple of comments and then I have some questions.

In terms of, when I looked at the Mission Statement, and if we could go back to that at the beginning of the presentation, it has a couple of words in there that kind of stuck with me. Those words are "practicality" and "feasibility." Those just strike me as terms that can be a bit subjective based on who's doing the interpretation of what we're trying to get accomplished. In terms of meeting the requirements necessary to enter the Fire Academy when practical and feasible, can you talk about that a little bit more? I'll have a couple of more comments and I'll

just ask for you to comment on what means practical and feasible in terms of the lexicon coming from the Department.

Chief Jones said that was put in there for a reason. It's in reference to the variables that we talked about. When we said they can then be placed in an accelerated EMT Program as soon as practical and feasible, the variable is when does that start, how long does it last, and can we get them in as soon as possible. I guess it's possible that, let's say that we were accepting applications for these trainees in September. They wouldn't be able to enter the EMT class at the Community College until after the first of the year. We'd have to adjust and maybe do some of those career enhancement activities on the front side before we enter them into that program. That's why we put as soon as practical and feasible.

The same with the Recruit Academy because, conversely, they may achieve EMT certification but there's not an available academy for quite a while, whether it's one month, two months, six months. That's where the practical and feasible as far as getting them, because really definitely the reason why we made this Mission Statement regarding this program is because the mission is to get somebody from EMT certification into the Fire Academy in as timely a manner as possible. **Commissioner Johnson** said that makes sense. I was just hoping that would not be something that would be a barrier to persons getting in. It sounds like this is, the motivation is trying to get them in as quickly as possible. **Chief Jones** said in reality it actually adds flexibility because we can hire them and then adjust a schedule to fit our Firefighter Trainee Program so that we have more options.

Commissioner Johnson said within the context of the goals overall, I'm sure that you're going to drill down within the overall context of the Strategic Plan. Will there be definitive goals in terms of minority hiring? I guess I would stop short of saying quotas. I don't like that term at all, but just in terms of having more definitive terms in terms of minority continuity within the department, at least so that we can see that we're moving the bar in terms of the demographics that would reflect the demographics of our community at large. One of the things that I took note of, particularly in the FACETS Study, was that there was a 17% minority content in the Fire Department.

When you look at the overall minority population, the minority population makes up the majority of Wyandotte County. You would hope and think that within not only the Fire Department, but all Public Safety, that we would see persons that reflect the demographics of the

community in those areas. I'm just asking, just in dialogue, in terms of how we could maybe have more definitive goals. Sometimes people look at that as a negative. I tend to look at it as a positive because it helps you to create a more positive narrative that we give to the community and to our constituency that says hey, we want to have all of our areas of emphasis to look like our constituency.

My experience has been in doing that you have to be very, very deliberate in doing that because it's easy to get discouraged I suppose. Sometimes when we try to recruit in areas where we may not have been successful in the past, we find out that you know, it wasn't as easy as we thought it was going to be so maybe we ought not do this. What I would not to see, I guess, is that for whatever happened to the Cadet Program, that precedes me so I don't know what happened, I just would not want this to go, all of this good effort that's been put into this to go to waste if we don't see the success right off the bat. My question is, do we have any efforts or have we thought about how we get through this in terms of this continuity in the long haul, particularly if we don't see the kind of results right at the outset. I've said a whole lot for you to respond to.

Commissioner Kane said, Chief, I think there's a list of the ones that they hired and some of this is addressed in there just by looking at the names. **Commissioner Johnson** said okay. **Commissioner Kane** said I think we need to send all the commissioners a list of the recruits that just got hired. **Commissioner Johnson** said yes, thank you, that'd be great.

Mr. Bach said, Chief, why don't you let me take that for a second. We're not going to be able to establish goals when you come into that for the hiring; however, one of the initiatives of the Task Force is that we would come through and we would work on programs that would make our Fire Department, and all our Public Safety, more reflective of the community which we represent. I think that is clearly taken as we look at this program, we look at that we're going to be working and hiring from Wyandotte County and Kansas City, Kansas. That means we're starting from a base of recruits of people that we're going to that if we clearly hire people that are a cross-section of our community then we're going to ultimately end up and be reflective of our community. I think the way the Chief has this designed we can go across and how we'll recruit and bring people in and make our final hire, we will be to demonstrate that and show that as we come out in the end. But we're not able to set out those specific goals like that and we wouldn't want to not hire someone because of their specific race one way or another. **Commissioner Johnson** said agreed. **Mr. Bach** said in the end we're going to hire the most qualified, but I

think as we come through our group base, our end results will show a good reflection of our community in the end.

Chief Jones said right. When we talk about being dynamic, we've developed our 2016 Kansas City Kansas Fire Department Recruitment Guide here. You talk about dynamic, we still have the word "draft" still on here because we keep adding to it. It's been a working document, but we've used it extensively here in preparation for opening up this program.

We've done a lot of job shadow type activities. The direct recruiting that's gone on with Battalion Chief Jones and Battalion Chief Andrade and getting out there and getting the word out and getting this information. Not just information, but here's a path that you can take to be successful and here's how it's done. Then giving them a little push, a little nudge, in that direction because when you said it needs to be very deliberate, I think in that regard it makes perfect sense. Getting somebody excited about pursuing a career in the Fire Department is very deliberate and it's very effective.

From what you had stated earlier, one of the statements right here in the Objectives:

"It is very important to our community that the recruiting efforts of the Kansas City Kansas Fire Department emphasize and are committed to achieving success in recruiting minority and female applicants in an effort to have the demographics of the Fire Department reflect the demographics of the community."

There's process, but there's also statements of how we proceed and as a guide to this recruiting effort. The six guiding principles of the recruitment and hiring process, the considerations from attitude and aptitude, character based assessment, qualifications based assessment, diversity considerations, motivated toward professional excellence, communication and community involvement, and having that all be part of this recruiting effort. We included our ten organizational values: honor, duty, courage, and the definitions of those, integrity, discipline, teamwork, safety, diversity, wellness and humility. Then we put our Mission Statement in here so we can be reminded of what our Mission Statement is.

Contained within that Mission Statement is the word "diversity." The last line of it is: "The interaction between the KCKFD and the public will always be one that emphasizes respect, understanding, diversity, compassion and trust." We hold these values dear. We've revised our

Mission Statement here through this Strategic Planning process and our organizational values and their definitions. They're going to be part of our recruiting effort as well.

It has more than that. It's the recruitment evaluation process, hiring goals, how to go about it, what the steps are. It includes this Pre-Apprentice Firefighter Trainee Program as part of that effort. **Commissioner Johnson** said that's fabulous. I'm glad to know that's all there. I'm not privy to have that information but it's good to know that it's there. At some point I'm sure I'll have a copy of that in my own possession at some point. **Chief Jones** said we can get that for you.

Commissioner Johnson said what happens if they don't pass the re-test. Are they out? Will there ever be a chance for them to come back and apply at a later time? Is there a deadline? **Chief Jones** said I don't think there would be anything that would preclude somebody from maybe trying to apply for the training position again. That's one that I didn't necessarily struggle with, but I think setting firm parameters and boundaries as far as fairness and if somebody applies themselves, goes through the class, takes the state test and is unsuccessful, allowing them to retake it is something we should do.

Now, as far as any further retakes or anything like that, I think has the potential to bog down the process and the program. I think if we do our job diligently up front in hiring those that are very motivated, then I think that's probably an issue that we won't have. If we do, I think it's maybe necessary as far as establishing the criteria and kind of sticking with it.

Mr. Bach said really, their opportunity will be similar to anybody today. If I go and I take the EMT and I fail it, then I continue to take it every year, well whatever the state allows. I have to wait a year, but take it for five years. Once I pass, then I can put in and be part of the normal program. We will remove them from our program, under the paid program, after that attempt, the second attempt. Then they'll be on their own and how passionate they are about pursuing the career will be on them. We wouldn't prohibit them from being in it. **Chief Jones** said right. In a way, if somebody's persistent and they go and they are successful on that third try, they may be removed from the Trainee Program, but they could apply in the regular hiring process for the Recruit Academy.

Commissioner Johnson said I mean some people are just not good test takers. Some tests are designed, I use that term, might as well just call it what it is, they're designed to be difficult for some groups. Just having had prior challenges my own self, it has nothing to do with

that person's intellect, it has to do with their ability to take the test in the way that it is brought to them. I'm going to shut up. I've talked enough. I'll yield the floor to my colleagues. **Chairman Bynum** said this is what we're here for so you're just fine.

Chairman Bynum said, Chief, I want to thank you for the program and the work that's gone into developing the program. Two quick, hopefully quick, comments.

I see it as workforce development. It strikes me as a component of the workforce work that Commissioner Philbrook and a lot of other people have been working on here in Wyandotte County. The KCK schools have what they call Diploma Plus. The goal is that those KCK school graduates leave high school with their high school diploma plus something additional, perhaps it's hours at the Tech School or even hours toward their Associate's Degree.

I wonder, it might worth your time to maybe visit with Dr. Cindy Lane and see how does this fit into the goals of the KCK school. **Chief Jones** said well it does. We've been working on that. **Chairman Bynum** said it sounds like it does. **Chief Jones** said absolutely. We have a partnership with them. We've been working closely with them. As a matter of fact, we're trying to schedule another meeting as soon as possible to see what that's going to look like in the fall.

They've developed a program, we all got together and said okay, what does it take to get this off the ground as far, because there's a lot of logistics as far as getting them there within a program that's academic and also has practical components. They've been successful in putting together the program. We're working out some of the prerequisite type issues involved with that.

In high school, junior/senior year is probably a good time for that type of activity. You can get started in it as a freshman or something, but usually what you do when you're a freshman and sophomore kind of prepares you academically to take on that challenge with kind of the workforce development. There's an anatomy and physiology component we're working out still with that, but it looks like they're going to move to possibly reducing that prerequisite to an EMR Program, Emergency Responder Program, pre-responder, like a first responder program.

That would allow them to enter the program sooner. Not all the schools have that type of anatomy and physiology course that's available, maybe, during that freshman and sophomore year. We're putting that together. The way I look at this, it's another pre-apprentice type of program because that's what it is. To get the necessary minimum qualification in order to apply as a firefighter, and with lowering the age to 19, of course it fits right into the goal of getting people excited about being a firefighter.

You graduate high school. You already have your EMT. You can apply while your 18. If you're 19 by the date of hire, that gets them in line quickly plus I think it motivates people. The difference between graduating high school, being a really good student and maybe already having your EMT through one of these programs, or looking to get your EMT in an accelerated program and jump right into the mix as far as the applicant pool, instead of looking to age 21. You're three years out. You may decide to do something else, but if it's that close and it's that direct and somebody shows you that pathway, and we get them excited about it, then I think we're going to get a lot of attention in that area. **Chairman Bynum** said I think that's really great.

I'm kind of piggybacking on Commissioner Johnson's question. What I was thinking about was if you work with one of the trainees and they don't pass those certifications and we've kind of all agreed that it's not a good fit, can you work with them on seeing if other kinds of UG employment would be a good fit. **Chief Jones** said I don't think that's a bad idea at all, now, how that would work into, when you talk about making application or what may be available. **Chairman Bynum** said just making sure that there's a dialogue about well you know, you've mutually agreed that this probably isn't the career path that's going to work, but we've got a lot of other opportunities. It makes sense to me to think about helping to guide those folks into some other career opportunities here in their hometown that could really work for them. It's just something I found myself thinking about as we talked about taking tests and maybe not passing the first time or the second time. It doesn't mean they aren't a good worker or a good person, and there might be a lot of other places where they could be really valuable. Just what I found myself thinking as we talked about that. **Chief Jones** said I think if that opportunity is afforded as far as pursuing a different position within the UG, we would be probably a good reference for them.

But I will say that up front, on the front end of this Firefighter Trainee Program, our stated goal is to hire those with the extreme aptitude necessary to be successful. I think success breeds success. I think making the selection for the right individuals up front and having them be successful actually paves the way for those that follow.

Chairman Bynum said I only have one other quick comment and that is for Battalion Chief Andrade. Are you by chance the person that I spoke with on the phone this afternoon when someone was helping me with my mother's ambulance membership? **Battalion Chief Andrade**

said yes. **Chairman Bynum** said thank you so much. I'll just plug the ambulance membership program now, but I really appreciate your assistance with that today.

Is there anything else here on this topic? Thank you all very, very much. It's a great program. It does not require any action on our part. This was all information only and we appreciate that you came and brought that to us.

Mr. Bach said I'll just note as the Chief has pointed out, we will proceed forward with the hiring process here in short order. If we get everything lined out, we'll have this probably on the board within a week or two. I noted mid-June, that's kind of the outside date of when we would get this done unless we heard otherwise. **Chief Jones** said you can help us, too, by helping spread the word about the program. **Chairman Bynum** said we will.

Action: For information only.

Committee Agenda:

Item No. 1 – 16587...PRESENTATION: KCKPD FOUNDATION

Synopsis: Presentation by the Kansas City, KS Police Department (KCKPD) Foundation, a foundation to help the Police Department with projects, equipment, and programming needs, submitted by Terry Zeigler, Police Chief.

Chairman Bynum said as we transition here with our Public Safety folks we will wish the friends from the Fire Department a good evening and we will invite law enforcement forward. We have Chief Zeigler here with the Kansas City, Kansas Police Department. He's got a couple of things to bring to us tonight. The first one is that he's going to tell us about a potential foundation to help the Department. Chief, I'll let you make your presentation.

Police Chief Terry Zeigler, Kansas City Kansas Police Department, said I'll make it brief. The Police Department has a lot of needs as the Fire Department does. As we look at ways to fund some of the needs that we have, we started exploring the idea of having a non-profit Police Foundation. Agencies have used the foundations around the country to pay for a variety of things that couldn't be budgeted through normal sources.

For us, a couple of things that we're looking at, a couple of big items, we really need to find or build a driving range for emergency operation of a police vehicle. We use parking lots from time to time. We started at General Motors. Then we went out to Nascar. Then we went to the Woodlands. The Woodlands just recently sold so we're looking at where are we going to be able to take our officers to give them that training.

We do that training when they're in the Academy as well as we do it during in-service. It's something that we know has liability and is important. We could see the foundation that being one of the projects that they take on.

Another project that would be very helpful and that would be an indoor police range. A police range set up where we could control the lighting conditions. Currently the only time that we can do low lighting is at night because we have an outdoor range. Consequently, we typically get complaints from Parkville when we're shooting late at night. This would help alleviate that issue. I don't know any of the costs associated with those. Those are just looking ahead at what we would like to get taken care of through the foundation.

The other thing is programming. The PD would really like to be more involved with some of the juvenile programs, the athletic leagues, and those things. We don't currently have the budget ability to do that. I spoke recently at the Kansas City Crime Commission. I talked to them about the need for the Police Department to get involved with juvenile type programs because that's the way that we're going to combat crime long term is connecting with kids. I could see the foundation raising money specifically to help pay for programming as it relates to juveniles.

It would be a 501(c)(3), non-profit. The chair of the foundation would be picked by the Chief, and then that person would go out and recruit four other members for us. The whole purpose and goal being trying to identify people that one, are pro-police, supportive of the police and have the ability to raise money, lots of it. That's kind of the police foundation in a nutshell.

Commissioner Kane said I want to beat you before you bring this up. We have a certain amount of monies that we're going to be able to distribute out here pretty quick, Douglas. I know they don't have their 501(c)(3) together right now, but would it be possible for us to set money aside out of the monies that we get to distribute here pretty quick to give them kind of a get started amount of money. **Mr. Bach** said I believe the policy you've set up is yours that says that you have to have a 501(c)(3) in place in order to receive the money. That's the criteria we laid out to

all the other applicants that submitted forward. **Commissioner Kane** asked do you guys have the 501(c)(3) already. **Chief Ziegler** said no sir.

Commissioner Kane said that's my point. Knowing that they're going to get one, knowing that it's going to be here, and knowing that they need seed money, my question to you is would we be able to hold some of that money back. I hope your answer will be yes before you say something. **Mr. Bach** said I guess, according to your policy, I think the answer would be no. If you wanted to lay that out and say we want to take exception to the policy that you've set out, then you would have to change that. Your currently policy says any applicant needs to have the 501(c)(3), and that's what you've made everybody else abide to around the community.

Commissioner Markley said I think that the request would have to go back to the commissioners to make an exception to the policy we created. **Commissioner Kane** said then we should do that. **Mr. Bach** said I'm just telling you your rules.

Chairman Bynum said I would say it's an information item. I think there's broad support. I'm not hearing anyone say they don't wish you success. Do you know, how long has it been since your 501(c)(3) application's been filed? **Chief Ziegler** said we have not filed any paperwork at this point. **Commissioner Markley** said I've formed several 501(c)(3)s so I can tell you this. Once the application is on file, he'll technically be a 501(c)(3) even though there will be a waiting period before it's recognized formally. It's possible if there's a little rush job, as long as the application was on file, he would have his 501(c)(3) sort of temporary status. Then he'd just be waiting for the formal recognition would take a few months because it's just a paperwork process.

Commissioner Philbrook said that's mean, Commissioner, that he needs to have it on file by Friday. I'm just being realistic here. **Mr. Bach** said maybe I could offer and maybe this answers Commissioner Kane's question better. If the direction from you were to come out and say, you want to put so much money aside that would be supportive for the future Police Foundation that would be your call to say this is what we're going to hold out and be a future item to be done. Then that would be voted on in coordination with the other actions you'd take in a public meeting. Like you said, this would be a request back to your fellow commissioners. Then you can allocate it how you deem in the future by setting that money aside for that consideration.

Chairman Bynum said, Commissioner Johnson, do you have questions or comments. **Commissioner Johnson** said just a couple of quick ones for the Chief.

First of all, great program, great idea. Can you talk about the ongoing fund raising goals for this? How big of a foundation do you see this as? Secondly, you mentioned a fundraiser, or someone that would go out and raise the money. Would they be a part of staff, or how would that work or would you hire someone, a consultant, or something like that?

Chief Ziegler said the foundation would be the fundraiser. Everybody that would sit on the foundation, the purpose for them being there, the board, would be to raise money. There are golf tournaments, there's the Wine Fest that we've had in KCK for a while, things like that might be good. I'm not a fundraiser. I've not been involved in raising large amounts of money so I don't know what's out there, what the possibilities are.

The projects that I'm talking about will be several millions of dollars to pay for. Definitely need to make sure that we identify people and recruit people that have the means to be able to tap into large funding streams.

BPU Board Member Bryant said this is more of a suggestion than a question. As far as the indoor shooting range, possibly discuss it with the Wyandotte County Fairgrounds as a cooperative between the two of you. I know that they are always interested in things like and looking for ways to help bring more buildings out there.

Chairman Bynum said comment, in terms of making a policy change, if you will, to allow for some of the Hollywood Casino/Schlitterbahn money to be held, I'm willing to take a motion on that with an amount to be discussed and agreed upon by the full commission. Does that make sense?

Action: **Commissioner Philbrook made a motion, seconded by Commissioner Kane, to allow some of the Hollywood Casino/Schlitterbahn money to be held, with the amount to be discussed and agreed upon by the full commission.**

Commissioner Philbrook said but here's my question for you, ma'am. To do that we probably should have something in writing from our, a request in writing from you, sir, and if you could get that 501(c)(3) put forward ASAP, that would be very helpful in helping secure the area that

we can put money into. Show them how serious you are. Anything else, Doug, that you think needs to be thrown in there that makes it possible for us to move forward?

Mr. Bach in the end you're making an exception to what you've set out. You're saying this is going to be, for the fact that's it's something you truly believe a lot in, and that's where you're coming with this, so you want to make it successful from the start. I would say more than granting the money through the process as much as what you're doing here is you're pulling some of the money out of your award process that you're doing and you're putting it over here to be a founding allotment of money to go into the Police Foundation when it is formalized. Maybe that may be a better way to do it, that you just remove some money from it.

Commissioner Markley said I actually have more concerns about doing it that way. My impression was we were going to say, we're pretending like you filled out a grant application even though you didn't. You're going to send us something in writing and we're going to add it to the list. People can give money to it in the amount that they chose so we don't actually change the process or the amount each commissioner has given. We're just adding this as a potential recipient.

I feel a little more weird about the motion as made because I feel like the other commissioners aren't here and we're kind of taking money away from them without their permission, where if we just said we're adding this to the list, I feel like we haven't taken any money away from anybody. We are just saying you can give your money to this and we suggest it. I don't know, I just feel process wise like it's a little more preemptive to say this wasn't even on the agenda, but we took action at the Standing Committee to take away part of your grant dollars. **Commissioner Philbrook** said no, that's not the intention, that's for sure. I understand how that could look. So say it then, again.

Chairman Bynum said before you do that, though, I just wanted to ask, Commissioner Kane, did you have a comment. **Commissioner Kane** said no, I'm okay. Just as long as we can give them some seed money to get this started. I don't care how we do it. If we have to change a little bit of language or add them to the list. No, we don't speak for the other commissioners because they don't know anything about it yet. Melissa and I talked about this the other day at great length. I thought what a better place to put it. It's coming to us and let's give it to us.

Commissioner Philbrook said I would request that our commissioner lawyer put forward how it should sound.

Action: Commissioner Markley made a motion, seconded by BPU Board Member Bryant, that the Police Foundation which is soon to be formed be added to the list of potential grant recipients for our Hollywood Casino grant dollars. The Police Chief will supply a brief written memo to the Commission as a whole so that the other commissioners have notice of what this organization would do. Then, as the donations come forward to the full commission, we can make decisions individually as to how to fund that group.

Commissioner Johnson said I would just word smith that, rather than say “recipient”, applicant”. Commissioner Markley said yes, very nice.

Action: Roll call was taken and there were six “Ayes,” Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Commissioner Philbrook said now that we’re through I just want to make a comment. Thank you for doing that. I think that was a really great, bold step and you know how I’m always talking about other people’s money.

Mr. Bach said I’m sorry, I’m just going to have to ask Legal a question on that because I think it goes, as Commissioner Markley said, we didn’t have that on the agenda. Our procedure has been pretty straight forward that in order to advance an item we publish it on the agenda, we bring it forward. We vote on it or carry action and then vote on it. I realize the Foundation was on the agenda. Commissioner Markley said can we just ask for that item to be placed on the Full Commission agenda under Standing Committee and then we can adopt it at the Full Commission level. Mr. Bach yes, we could do that. We can take that back because we’re bringing this forward as a recommending group on June 9.

Commissioner Markley asked so do I remove or is that a procedural, your staff is going to put it on. Mr. Bach said I’d have to say procedurally that’s a miss in parliamentary procedure unless Legal sees different, but I think we’ve pretty much followed that standard for years. Commissioner Markley said that also will make it nice because all the commissioners will then hear what’s going on rather than just randomly seeing that. Mr. Bach said we’ve issued the agenda for this week but we can discuss, see if we could do a blue sheet for something this week and have a discussion and see how we can do that.

Item No. 2 – 16586...DISCUSSION: KCKPD TRAFFIC SUPPORT UNIT

Synopsis: Discussion regarding the Kansas City, KS Police Department (KCKPD) Traffic Support Unit's possible relocation on Leavenworth Road, submitted by Terry Zeigler, Police Chief.

Chief Ziegler said the Police Department has been looking at moving the Traffic Support Unit. The building that it's in is not the best in the world, kind of neglected, rundown. I don't know what other words I could use to describe it, but looking to put them into another facility.

We used to have a parking lot in the back that was secured for our patrol cars to be stored. That broke, no way to fix it. The landlord's been difficult at times to deal with. So we've been looking at other locations. We found a location about 81st & Leavenworth Road. We have been discussing the possibility of moving in there with the owner of that.

I just bring this information so that you all know what's going on. I'm sure that the community will at some point if we pull out of there want to know what happened. We're just trying to get our Traffic Support Unit into a newer or better facility than where they're at. It's pretty bad where they're currently located.

Commissioner Philbrook said thank you for keeping it on Leavenworth Road. The folks up in that area will be very happy to hear that because they've been happy having a lot of patrolmen up in that area. Sometimes it can be kind of a forgotten area because it is up north so to speak and out of the way.

Chairman Bynum said I'll just say that I would certainly support moving the Traffic Unit out of the current location. It pains me to say it because one of my very first jobs as the new Executive Director of the Leavenworth Road Association in 1995 was cutting the ribbon on that. My predecessor had spent many, many years working on getting the Traffic Unit into that location on Leavenworth Road. It's been sad to watch the decline of the building and the lack of care that's been shown. I'm happy to see you find a new home. It's a little bit bittersweet for me as well. It was a good idea to be there.

Chief Ziegler said nothing's locked in place. We don't have a definite move. The facilities on Leavenworth Road that could house that unit are kind of limited. If this falls through

we're probably have to wait longer to see if something else was to come open. It's been difficult finding this location so we're hoping that everything will fall into place. If not, we're going to have to wait and see if something else happens on Leavenworth Road.

Action: For information only.

Item No 3 – 16590...ORDINANCE: AMENDMENT TO ANIMAL CODE AND PLANNING AND ZONING CODE REGARDING ALLOWANCE OF CHICKENS

Synopsis: Proposed amendments to the Animal Code and Planning and Zoning Code for the allowance of chickens, submitted by Jennifer Myers, Senior Attorney.

Jennifer Myers, Senior Attorney, said we are here for the chicken presentation.



I have two ladies from the Health Department. If you guys want to introduce yourselves. **Alyssa Carodine, Health Department,** said I'm a coordinator with the Healthy Communities Division working with the Nutrition Action Team. **Madeline Cochran, Health Department,** said I also work at Healthy Communities Wyandotte with the Nutrition Action Team. **Ms. Myers** said we also have Scott Holloway, Director of the Animal Services Unit, with us.

Proposed Changes

Chapter 7 Animal Code

Chapter 27 Planning and Development Code

Why???

- Hens provide a low-cost sustainable method for easy access to protein
- Allows residents to keep hens without paying the \$75 Planning Commission fee for a special use permit
- Removes the need for approval by the BOC

We've made some proposed changes. I've submitted those for your review. It's kind of interesting because we're changing Chapter 7 of the Animal Code, but we're also changing Chapter 27 which is the Planning and Development Code because we're changing a special use permit. That's why we have to do both chapters.

Why is this coming to you? Hens provide a low cost sustainable method for easy access to protein. This is a way for people to have healthy alternatives for cheaper.

What we're going to do as you will see in the presentation is we're going to get rid of the special use permit if this is accepted. That way, residents who want to have chickens or hens can do so without having to pay the fee to get the special use permit. Also, it's going to remove these from coming to you on Thursday nights. If this works out then it'll be cheaper for residents and it'll also take some off of your plate.

Process For Keeping Hens

Currently-

- If on a lot not zoned agricultural, must apply for special use permit and approval by the Planning Commission and Full Commission.

New changes

- Application made to Animal Services.
- No permit will be granted if it does not conform with new zoning ordinances
- Permit can be canceled by the Animal Services Unit upon failure to comply with ordinances.
- No permit shall be granted unless applicant has no outstanding codes violation on the premises.

The process for keeping hens currently, unless you are zoned agricultural, you cannot have chickens in the City unless you have a special use permit, which we talked about. That goes through the Planning Commission first and then it comes to you for approval.

The new changes would be to get rid of the special use permit and it would be all handled by the Animal Services Unit. A person who would want to have the chickens would fill out an application with the Animal Services Unit. We're going to have some strict requirements. We'd make sure that they comply with the zoning ordinances that we are proposing. If they do not follow the rules, or they have violations, then Animal Services Unit can revoke that. Also, they will not be granted the permit if they have outstanding Codes violations on the premises. Not everybody can get one. They've got to follow the rules in order to get one.

Keeping Regulations

Unlawful to keep any chicken coop, dove cote, rabbit hutch or other yard establishment for the housing of fowl or small animals:

- closer than 25 feet to the nearest portion of any building occupied/used by human beings, other than the dwelling occupied by the owner of the fowl, or
- closer than 10 feet to the property line of the lot.
- Fowl must be enclosed on all sides and shall not be allowed to run or fly at large

Maximum number shall not exceed one fowl per 500 square feet of lot, rounded down.



The proposed regulations for keeping the chickens—you could keep the fowl no closer than 25 feet to the nearest portion of any building occupied or used by human beings, other than the dwelling occupied by the owner of the fowl. Twenty-five feet from your neighbor, basically, and then ten feet from your property line.

The fowl must be enclosed on all sides so they can't get out or escape. The maximum number shall not exceed one fowl per 500 square feet of lot, rounded down. So they can have one chicken per 500 square feet. Then we'll talk about maximum numbers in a minute.

What Does This Look Like?

Smallest lot size: 25' x 100'

- With 10 ft. setback from property line (5 x 80)
- 400 sq. feet, no more than 1 fowl per 500 sq. ft. = No Fowl
- (D1-4)

Medium lot size: .1 acre

- 4,000 sq. feet, no more than 1 fowl per 500 sq. ft. = up to 8 hens or maximum limit
- Armourdale

New subdivision lot size .2 acres

- 8,000 sq. ft., no more than 1 fowl per 500 sq. ft. = up to 16 hens or maximum limit

.5 acre – 4.9 acres

- Maximum number would apply

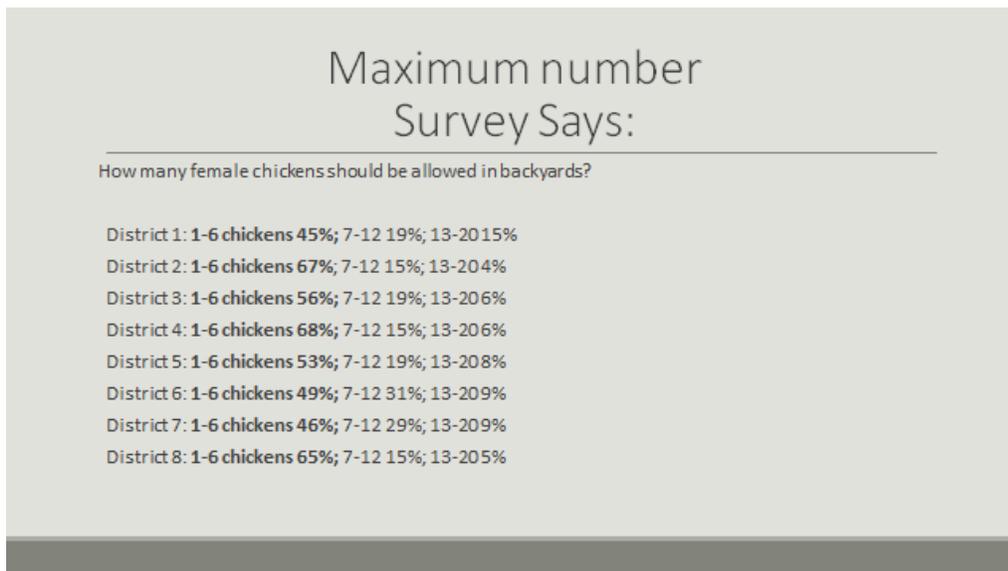
What does this look like? Planning and Zoning pulled some property for us. The smallest lot which is generally Districts 1 through 4, if they don't meet that requirement they cannot have the

chicken. Their lots are so small that they're not going to be 25 feet from the nearest neighbor. The coop could not be ten feet from the property line. If that's the case, they could not have chickens on that property.

A medium size lot which is generally about the Armourdale area, they could have up to eight hens on those properties, or if you guys set a maximum limit, then it would be the maximum limit determined.

A new subdivision which is .2 acres, they could have up to 16 hens unless, once again, we talked about whatever your maximum number that you decide is.

Then a half an acre to 4.9 acres, the maximum number would apply. Whatever you would chose to pick that maximum number to be.



So what is that maximum number? We have left that for you to decide. If you notice the proposed ordinance that I sent you, the ordinance is blank. We're asking that you fill that in tonight.

If you look at the surveys that came back, overwhelmingly the community is acceptable with 1 to 6 chickens. Initially the Planning Committee, and we had a subset of the Animal Control Oversight Committee, met and we looked at neighboring communities. I think that was sent in your packet that I emailed you mid-last week. Other communities do up to 20 chickens. If 20 is a number that we recommended, the community is recommending the 1 to 6. Based on that, I'm asking you guys to make that decision. I will kind of talk about that at the end so I can get through the rest.

Keeping Continued

For every three chickens, a minimum of one laying box space, with a minimum size of one square foot, shall be required.

Each laying box shall contain adequate clean bedding material.

Laying boxes shall not be required for ducks.



For every three chickens, you have to have one laying box with a minimum size of one square foot. There's a laying box for you.

Keeping Regulations

All earthen yards or runways wherein 5 or more fowl are kept or permitted to be shall be spaded and then limed once every three months from the month of April through the month of December. For the purpose of killing flies and other insects, all structures, pens or coops wherein fowl are kept or permitted to be shall be sprayed with such substances as will eliminate such insects.

Any structure, pen, coop, or yard wherein animals or fowl are kept or permitted to be shall be maintained in a clean and sanitary condition, devoid of all rodents and vermin, and free from objectionable odors.

Keeping regulations—if you have a runway with five or more fowl, it has to be spaded and limed once every three months from April through December. This is just to keep them clean. We're keeping regulations in order to keep them sanitary so that we don't have any problems later.

We put in language in the ordinance that any structure or coop shall be maintained in a clean and sanitary condition, devoid of all rodents and vermin, and free from objectionable odors. This is in the ordinance; therefore, if you have a neighbor, if we have a complaint that somebody

is not keeping their coop sanitary, then we can come back. It can be either punishable or it can also be subject to revocation of the permit.

Vermin Control Plan

Applicants must include vermin control plan with application

Shall use bait boxes to safely poison rodents and vermin

Must be dry at all times on the inside

Must authorize the Director of Health to inspect and issue such order as necessary.

They also have to submit a vermin control plan. When they apply for the application with the Animal Services Unit they have to submit this vermin control plan. The Health Department was kind enough to help us out with what that plan looks like. That was also submitted with the items that I emailed you last week.

Chickens On The Run?

Unlawful for any person owning, keeping or harboring any animal to permit that animal to run at large within the city. (Sec. 7-215(c)(1)).

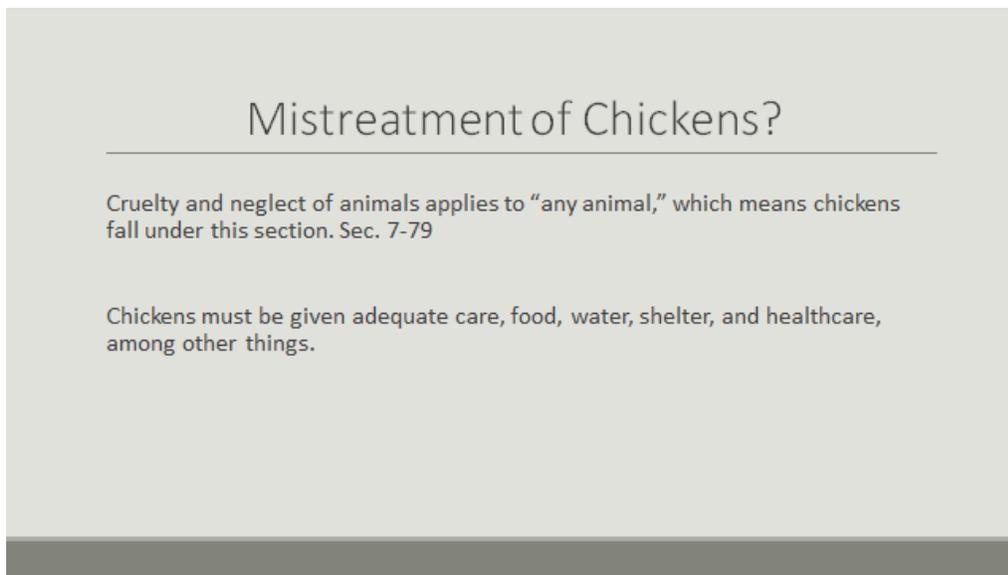
Any animal determined by animal control to be in violation of Chapter 7 may be impounded. (Sec. 7-46).



What happens if you have chickens on the run? We currently have an ordinance for animals at large. Generally, it's dogs at large, but if there were some chickens to get out, then we could cite

them with an ordinance violation that's currently on the books. We don't have to do any changes.

Any animal determined to be in violation of the Code may be impounded. If necessary, we can take the chickens into custody. **Commissioner Philbrook** asked are you ready. **Scott Holloway, Director of the Animal Services Unit**, said I've got a guy. **Commissioner Philbrook** said you've got a guy, okay.



What about mistreatment of chickens? We have a cruelty and neglect ordinance in our Animal Code already. If we had some complaints, we could investigate it and they could be cited with that offense also.

Chickens must be given adequate care, food, water, shelter, and healthcare, among other things. That's currently in the ordinance. We don't need to add anything so we can make sure they're being taken care of.

Too Small Of a Lot for Chickens?

If a resident seeks to exceed the keeping regulations set forth in the Code

- (a) closer than 25 feet to the nearest portion building occupied by people, or closer than 10 feet to the property line of the lot;
- (b) exceeding one fowl per 500 square feet of lot size, rounded down;
- (c) exceeding maximum number regardless of lot size;

the resident may apply for a Special Use Permit through the Planning Commission (Sec. 27-593).

What happens if you too small of a lot? We talked about Districts 1 through 4 they might be too small of a lot. The ordinance would not permit it. That doesn't necessarily mean that they don't get to have it. We would just ask them to go back through the special use permit process. If they lived on a very small lot but they wanted to have one chicken, they could do the application process. Then they could go through the process as it is right now.

That's one of the ordinance changes that I submitted was the change to Section 27-593 is that you don't need to go through the special use permit unless your lot is too small or you want to keep more than the maximum numbers. Say the maximum number is six, and somebody wants to keep seven, they could do that, but they would have to go to you for approval.

Commissioner Philbrook said would you remind me how much it is to file for a special use permit. **Ms. Myers** said \$75. **Commissioner Kane** asked per chicken. **Ms. Myers** said just to get to the application process. No, I don't think it's per chicken.

What About Noise and Nuisance?

Hens are quieter than dogs.

Hens create less waste than dogs.

Nuisance animal applies to “any animal” causing excessive noise, property damage, running at large, putting persons in fear, and animal injury. Section 7-215

It is unlawful for any person to keep any cattle, horses, goats, rabbits, or other animals, chickens, ducks, geese, turkeys, or any other fowl in any pen, shed, or yard within the city from which any deleterious or offensive odor shall be emitted. The maintaining of any of the animals or fowl mentioned in this section in such condition is a nuisance. Section 7-173

What about noise and nuisance? I’ve been told that hens are quieter than dogs. They create less waste than dogs. We still already have provisions in the Code that apply to all the animals. We would call them a nuisance animal if they’re causing excessive noise, property damage, running at large, putting people in fear, or causing injury. There’s also, currently, already, a city ordinance about causing offensive odors.

We’re allowing them to keep chickens in the City but they have to do so responsibly. If they don’t do so responsibility, there’s already penalty sections in the ordinance to handle that.

What About Diseases?

Proper handling of maintenance of backyard hens are the best ways to prevent disease.

Healthy Communities Wyandotte recommends manure accumulations removed and disposed of in a timely, proper fashion, and enclosed structures to be well-ventilated, dry, clean, and free of vermin and odors. These recommendations are incorporated into the proposed ordinance keeping regulations.

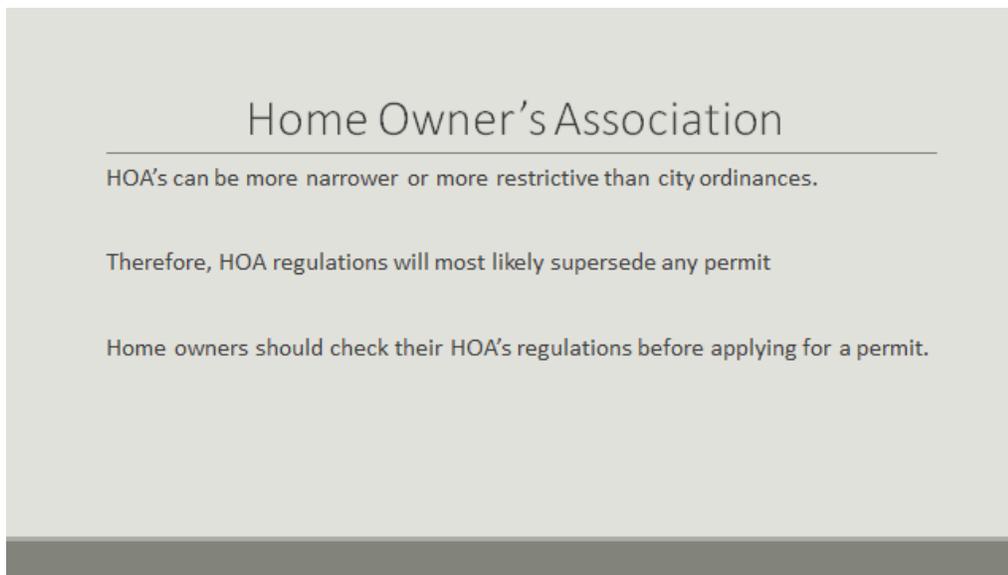
Histoplasma is a fungus that is found in the soil throughout Kansas and can cause a disease called histoplasmosis. The fungus thrives in high-nitrogen environments (bird, bat feces), damp, shady areas that have been left undisturbed for long periods of time (e.g. caves, under bridges). Small numbers of hens, where the coop is cleaned regularly and fecal material properly disposed, should not cause an increased risk of histoplasmosis for their human caretakers.

Ingrid Garrison, DVM, MPH, DACVPM
State Public Health Vet
Kansas Department of Health and Environment

What about diseases? That was also submitted in your packet. The Healthy Communities Wyandotte, they put a handout in there. The best way to do it is to keep it clean. The ordinances

that we just talked about, the proposed ordinances, will require people to keep them clean. If they don't keep them clean, then we can remove their permit.

Commissioner, you have talked about the disease with regard to this. You saw that there was a vet from the State Health Department who submitted a recommendation and looked at our proposed ordinances, I believe, and said based on what we have recommended, she doesn't see this being a problem.



Homeowner's Associations—what happens to the person who goes through the process and goes and gets the permit from the Animal Services Unit and then they buy their chickens and then their Homeowner's says that they can't do so. We're just changing the City ordinance, but Homeowner's Associations can have more restrictive covenants. They can say you cannot have chickens. We can't do anything about that. Anyone who is interested in getting chickens should check their Homeowner's Association first.

With regard to this, I'm not sure why my slide is not on here, but not all chickens are allowed. It has to be female chickens and ducks. There will be no roosters. I defined the definition of fowl and that's female chickens and ducks. Sorry that slide did not make it.

Defining “Owner” and “Person”

Owner means any person having a right of property in an animal or who keeps or harbors an animal, or who has it in his care or residence, or acts as its custodian. A parent or legal guardian shall be deemed to be an owner of animals owned or maintained by minors upon their premises.

Person means any individual, corporation, partnership, organization, or institution commonly recognized by law as a unit.

For clarity regarding ear tipped-feral cats

This is off the chicken topic, but while we were at it, we made a change to define owner and person. This is really with regard to back last year when we allowed ear tipped feral cats. Remember that a person, if there are stray cats in the area, a person can take it to the vet and they can clip their ears so that they will not reproduce. They go through the process and then they won't reproduce. Those are not the owners, though, of the animal. It's just a concerned citizen who does that for the animal but they're not necessarily the owner. This change in the ordinance just has to do with that. It's something that we didn't catch last time.

Another thing that I apologize for that Commissioner Bynum brought up is that in this it says Animal Control Director. Since the Chief has made the change, so now it's called the Animal Services Unit, I think that it would be better if we cleared up the Code to reflect that change. Sorry I didn't get it done this time. When this goes to the full commission, I would ask that we be allowed to make that change also.

Questions??



Any questions about the ordinance changes? One thing for clarity because we are changing the Animal Code and the Planning and Development Code, this needs to go to the Planning and Zoning Commission. I believe that is early June that it will go to the Planning Commission. After the Planning Commission, we'll take it to full commission. I don't think this gets to full commission until late June. That'll be the delay in getting it to you.

Chairman Bynum said so we need to identify that max number, that's the work of the committee tonight first of all, just to remind you. Couple of questions that are I think more technical on my part.

It seems like every Planning and Zoning Commission we have a special use permit or two for chickens and other items. I'm curious if we know on average how many will we see once we change the ordinance and are we ready for that? I heard you say you've got a guy, is that what you said? This is a permit process that's going to come through your department, and we're ready for that? My guess is once we do this we will see more. **Ms. Myers** said I have no idea of what that number will be.

Chairman Bynum said I'm just kind of asking in general time frame if we pass this and set that maximum number before we'll have the permit process in place and your office is ready to take the applications and let people have chickens. Are we equipped or will we be? **Mr. Bach** said I think, Commissioner, what we probably expect, as you said we're getting a couple a month. I think we have one coming out in this week's, though it's not one that would probably fall under it because I think it's a request for 15 along with goats and horses, too. It probably

wouldn't fall under this parameter. Otherwise, we wouldn't have any. A couple of month is probably what we're seeing on the special use permit side. We'll see more than that when people can just go in and apply for it. I still wouldn't expect that number to really, you might get hit a little bit. You'll probably have a half dozen. Your load's probably going to run like that for a little bit. I don't think we're going to be inundated with 50 people coming down to Animal Services right off the bat.

Commissioner Philbrook said in my life experience this is what I see unfolding. When people find out that they can actually just go online and pay whatever that fee's going to be because I don't know what that's going to be yet. That's yet for you to determine I do believe, Administrator. They get their license for their however many chickens and for a while I expect that we're going to be hit, the Commission as a whole, for the ones that want more. I think it'll be up to the Commission to determine how well they want to stick to the codes that they accept as to how many more specialty questions you're going get, if you understand what I mean. It'll be up to us to kind of drive that. If we don't stick mostly to the codes that we have asked Code Enforcement to put in and our community to live by, then we're going to see just as many or more of the special use permits. I think it has a lot to do with the role we play in it. It drops on us.

Having said that, I would like to recommend six chickens max go in that spot.

Chairman Bynum asked, Commissioner Markley, do you have any comments. **Commissioner Markley** said I think six chickens is in line with what our survey obviously showed is acceptable in the community. Now that doesn't impact agricultural properties correct? **Ms. Myers** said no, over five acres they can still have more than that.

Commissioner Johnson said I'm so out of my league on this one. I guess for clarity, the six would assume that there is 3,000 square feet of space. **Chairman Bynum** said that's right.

Commissioner Johnson said the other question I guess that I had in terms of regulation, it would be on the responsibility of someone to report a complaint before the department would actually go out and inspect. I'm looking at these things in terms of the vermin control. I'm looking at things in terms of the bait boxes and all of the things that are described in the requirements. Will someone go out and make sure that that is in place prior to, or is that going to

be as a result of someone complaining, I suppose? **Mr. Holloway** said that's a very fair question. We do our best as it is now to go out and inspect randomly when the list comes out from Planning and Zoning. We actually do check them out to see what they're doing. Can we hit every one, no sir. **Commissioner Johnson** said right, I didn't think so. **Mr. Holloway** said now, by the same token, if somebody complains, we're there.

Commissioner Markley said I was just going to mention one of the reasons I think that six chickens is a nice number is that depending on your family size, unless you have a pretty large family, you're probably not going to eat 20 chickens worth of eggs. I think it's a good number to allow a more typical size family to use the number of eggs they would in a typical week.

What I didn't want to see is relatively small lots being allowed to have 20 chickens. We can pretty much guess they're not going to eat all those eggs and what we would probably see is a lot of people selling the eggs which also is against our ordinances. I think it's a good way to give people the opportunity without giving them an opportunity to violate our ordinance in a different area.

Action: **Commissioner Kane made a motion, seconded by Commissioner Markley, to adopt the ordinance changes and set the maximum number of chickens with six.** Roll call was taken and there were six "Ayes," Bryant, Philbrook, Markley, Kane, Johnson, Bynum.

Chairman Bynum adjourned the meeting at 6:29 p.m.

Adjourn

mls