

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, September 19, 2016**

The meeting of the Administration and Human Services Standing Committee was held on Monday, September 19, 2016, at 5:45 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Philbrook, Johnson, and Bynum. Commissioner Kane was absent. The following officials were also in attendance: Gordon Criswell, Joe Connor, and Melissa Mundt, Assistant County Administrators; Ken Moore, Chief Legal Counsel; Kathleen VonAchen, Chief Financial Officer; Terry Brecheisen, Director of Public Health Department; Patrick Waters and Henry Couchman, Senior Attorney.

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

Chairman Markley said a blue sheet has been distributed this evening. Item No. 3 the March of Dimes grant application has been removed at the request of the Health Department, but just because we wanted to make sure we had the same number of items; we're adding Item No. 5 to set a budget hearing date for the Wyandotte County Library.

Approval of standing committee minutes for July 25, 2016. **On motion of Commissioner Johnson, seconded by Commissioner Philbrook, the minutes were approved.** Motion carried unanimously.

Measurable Goals:

Item No. 1 – 16769... DISCUSSION: REVIEW OF DEPARTMENT GOALS

Synopsis: Presentation and discussion of measurable goals for various departments, submitted by the County Administrator's Office.

The list of measurable goals was presented to the Administration and Human Services Standing Committee on August 22, 2016.

Chairman Markley said as with the last committee we received a list last month and we're directed to consider sort of generally what those goals—whether those goals are being presented in a way that we like and if we want other changes before we move into our Strategic Planning discussion. Do you have anything to add? **Joe Connor, Assistant County Administrator**, said no. These are just specific to this particular committee so if there's anything specific to this committee that you'd like to see differently than what you have in front of you, but I think your comments from the last meeting are probably still applicable. **Chairman Markley** said I just ditto what I said last meeting. Does anyone have additional comments?

Commissioner Bynum said I'm not sure I can articulate it, but I remember when Aging Services was here talking with us about their goals and the goal is listed as reduce the number of eligible clients waiting for services through Senior Care. Well, we will have some movement on that due to the fact that we funded part of the shortfall of the cuts that were given to that. I'm going to have to give this a little bit more thought. I may have to phone you or email you. I just remember back when they were in front of us, I had a concern about a portion of this and I can't articulate it right at the minute. **Mr. Connor** asked is it in regards to the waiting list and then the funding we did to supplement that? **Commissioner Bynum** said it was, I think that might have been a part of it. I'm just going to have to go back and look at it again.

Chairman Markley said it's always nice. Commissioner Bynum gets the brunt of those sort of items as we kind of cover them both at once.

Action: *For information only.*

September 19, 2016

Committee Agenda:

Item No. 1 – 16778...DISCUSSION: DE-ANNEXATION OF A PORTION OF HOLIDAY DRIVE NEAR LAKE QUIVIRA

Synopsis: Explanation and discussion of the statutory procedure and reasons for de-annexation of land near Lake Quivira, submitted by Ken Moore, Chief Legal Counsel.

Ken Moore, Chief Legal Counsel, said, Commissioners, this is just basically a brief heads up on an item that we believe is going to move forward. We've been approached by a property in the Lake Quivira, Inc, it's a private entity who owns four different parcels that's currently within the city limits of Kansas City, KS. For various reasons they would like the city, KCK to de-annex that property so that it can be annexed into the city of Lake Quivira. These four parcels, the information indicates it's probably a grand total of 80 acres, and right now most of it is vacant. The total taxes paid on this property total is like \$16,000 a year in 2015.

This is kind of getting a heads up as we anticipate the process will be that they will file a formal petition with the UG Clerk. That will be set for a public hearing. It can be heard by either the Planning Commission or by the UG Commission acting as the city. There are various factors that you take into consideration determining whether this is appropriate action to be taken by the Commission. If it is actually de-annexed, then the property owners will petition to Lake Quivira and since they own all the property, it's a very streamlined process for them, for Lake Quivira to then annex the property into their city. This is mainly along Holiday Drive. The Public Works Department supports the concept at least as it is now, but the more information of course we'll get after a formal petition is actually filed.

One thing is if it does, and you would decide this, the Commission would decide whether they are going to hear it directly themselves or have the public hearing held before the Planning Commission. If it was held before the Planning Commission, then the matter would come to you like any other Planning & Zoning matter with the same type of action. You could accept it or not or change the recommendation with eight votes.

Chairman Markley said I will just say this is in my district. My understanding is this discussion happened once previously and just didn't move forward for whatever reason and my impression is that the idea is that these lots would be developed potentially earning us more tax

September 19, 2016

dollars on the county side than they are as vacant lots. I think it's worth our consideration and obviously more information would be forthcoming upon which we would base that decision.

Commissioner Philbrook said so the property is concurrent with Lake Quivira. **Mr. Moore** said correct. **Commissioner Philbrook** said and you say it's along Inland Drive. **Chairman Markley** said yes. Inland turns into Holiday. **Mr. Moore** said yes, basically Holiday Drive. **Commissioner Philbrook** said just questioning, just thinking. **Mr. Moore** said essentially it would shift our city boundary. Of course it would still be in the county so we would get the county portion of the taxes, but it would shift to the Kansas City, KS boundary north to exclude these four parcels from KCK and add them into Lake Quiriva. It would still be part of Wyandotte County and we would still get the county benefit, which if it is developed, obviously it could be significant more money than what the city would be losing. Again, at this point and time its just for information. Once we relay this to them and have them file a petition and then we'll address that and set a public hearing for that and however you want to direct us.

Action: For Information only.

Item No. 2 – 16781... PROJECT: COMMUNITY HEALTH ASSESSMENT

Synopsis: The UG Public Health Department is currently initiating a comprehensive Community Health Assessment to begin October 2016, and be completed by March 2017, submitted by Terry Brecheisen, Health Department Director. This is one of the steps taken to achieve accreditation. Cost included in the budget.

Terry Brecheisen, Health Department Director, said the Health Department has taken on quite a significant task and we're excited about it and wanted you to know about it because your constituents might be participating in it, might have some questions on it. We wanted to tell you what in the heck we're going to do and why we're going to do it. Joanna Sabally is here and she is the coordinator of our Health Improvement and Planning Program. Joanna is spearheading this community project for the Health Department that involves a lot of community agencies and it will involve a lot of citizens. I'll let Joanna tell you what has happened, what's going to happen and go through a timeline for this project.

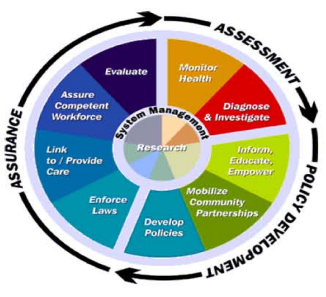
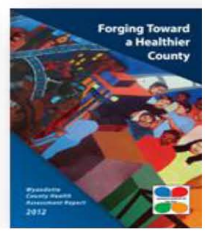
September 19, 2016

Community Health Assessment and Planning: Wyandotte County



Background

The fundamental purpose of Public Health is defined by three functions: Assurance, Assessment and Policy Development (see graphic below). Public health departments should lead their communities in an assessment and planning process every five years (PHAB Standards, v 1.5). Wyandotte County's last Community Health Assessment was in 2012.



The Public Health Department of the Unified Government of Wyandotte County and Kansas City, Kansas is currently initiating a comprehensive **Community Health Assessment** to be initiated in October 2016 and completed in March 2017. This will include:

- ✓ Identifying and describing the community's health and areas for improvement
- ✓ Collecting data and information about factors contributing to the county's health, including specific health inequities and populations at risk
- ✓ Conducting a concerns survey and focus groups and working with community partners to gather data from assessments and surveys already conducted
- ✓ A large amount of community stakeholder participation

Community Health Improvement Plan

The Community Health Assessment collects and presents data. The second stage in the process is completing a comprehensive community health improvement plan (CHIP). This plan creates a **community-driven blueprint for community health improvement** for the next five years. The CHIP builds on Healthy Communities Wyandotte's Recommendations for a Better Future and outlines a health improvement plan for the next 5 years with strategies that:

- Are measurable and time-framed
- Are evidence-based, practice-based, promising or innovative practices
- Consider social determinants and health inequities
- Include plans for policy change
- Consider state and national health improvement priorities
- Identify individuals or organizations responsible for each strategy's implementation
- Are based on data and community priorities identified by the Community Health Assessment
- Include significant community stakeholder participation

Sample Section from a Community Health Improvement Plan (CHIP)

OBJECTIVE #2:					
Increase the participation in the RSVP Bone Builders Program in Logan County					
STRATEGY: Expand the Bone Builders Program.					
Source: Logan County Community Health Assessment					
Justification: 70.7% of respondents very concerned/concerned about Lack of Physical Activity and Access to fitness facilities					
Evidence Base: Bone Builders Program developed by Rutgers University					
Policy Change (Y/N): No					
ACTION PLAN					
Activity	Target Date	Year	Lead Person/Organization	Anticipated Result	Framework Level
Research funding prospects to cover start-up costs	Dec. 31, 2012	One	Tam Dillman - Central Valley Health	Funding Prospect List	Motive
Provide an update to Interagency Group and Promote the process	Jan. 14, 2013	Two and Three	Robin Izale and Jean Johnson - Central Valley Health	Community Support	Education
Work with RSVP+ND Program to determine Gackle location and establish program	Dec. 2015	Two and Three	Deb Lee - South Central RSVP+ND Program Coordinator	Gackle Program	Ability

Updated September 2016

Highlight: What is PHAB?

PHAB is the Public Health Accreditation Board. PHAB has developed standards for excellence for city, county, state and tribal health departments across the nation. PHAB accreditation is voluntary but is expected to eventually be required or impact funding (the State of Ohio has required all Ohio health departments to become accredited).

PHAB has developed standards for both Community Health Assessments and Community Health Improvement Plans to ensure these processes are high quality. Wyandotte County will want to meet these standards in order to guarantee quality outcomes and to include these required processes in the health department's PHAB accreditation application.

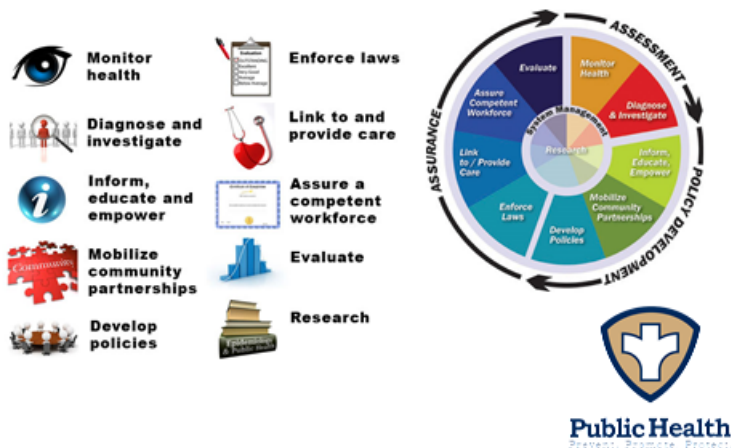
Community Health Assessment and Planning

**PUBLIC HEALTH DEPARTMENT OF
THE UNIFIED GOVERNMENT OF
WYANDOTTE COUNTY AND
KANSAS CITY, KANSAS**

Joanna Sabally, MPH
Jsabally@wycokck.org



WHY COMMUNITY HEALTH ASSESSMENT?



Joanna Sabally, Health Department, said if you're not familiar already, there are ten essential services in public health. Monitoring health, diagnosing and investigating, informing, educating and empowering, mobilizing community partnerships, developing policies, enforcing laws, linking to and providing care assuring a competent public health workforce, evaluating and

September 19, 2016

researching are the ten essential services. A comprehensive Community Health Assessment falls squarely in the first essential service of public health, so monitoring.

It's been about five years since our last Comprehensive Community Assessment. On your handout there's a picture of it. It was called Forging Toward a Healthier County. If you remember that was published in 2012, right after the Recommendations For a Better Future document came out in 2011.

WHAT IS A COMMUNITY HEALTH ASSESSMENT?

- ✓ A review of national and state-level data
- ✓ Includes our own data collection
- ✓ Leads to a Community Health Improvement Plan that:
 - ✓ Creates a 5-year blueprint for community health improvement
 - ✓ Will provide an update on Recommendations for a Better Future
- ✓ A critical component of a health department accreditation application to the Public Health Accreditation Board (PHAB)



What is a Community Health Assessment? A Community Health Assessment provides a strategic planning opportunity for all stakeholders involved in community health improvement to work together to identify priority goals and targets based on resident input. It's similar to the Parks Planning Process that they're undergoing right now. It revolves a review of national and state level data. Also, we know that a lot of assessments happen in Wyandotte County; a lot of research happens related to health. We've pulled together data from those assessments to share also as part of this process, really looking at anything that anyone has done researching health in the county. It also includes our own data collection process. I'll share more information about that on the next slide. It also leads to a Community Health Improvement Plan that creates a five-year blueprint for community health improvement and can provide an update to recommendations for a better future that's now five years old. It's also a critical component of

September 19, 2016

our Health Department being able to apply for accreditation through the Public Health Accreditation Board, which provides standards for excellence for all health departments in the nation. It's a voluntary accreditation at this point.

COMMUNITY ENGAGEMENT

Residents

Concerns Surveys- rate health or health-related issues in importance and satisfaction

Focus Groups

Listening Sessions (to share preliminary results)

Organizations



Other organizations planning/supporting implementation:

Livable Neighborhoods
 KU Medical Center
 Providence
 El Centro, Inc.
 Wyandot, Inc.
 City of Bonner Springs
 City of Edwardsville
 And more!



This process will involve a lot of community engagement. Both CHA (Community Health Assessment) and CHIP as they're titled but the Community Health Assessment and the Community Health Improvement Plan, they both are intended to really be community driven processes. Not, oh the Health Department is creating their plan, but the community is creating it's plan for community health improvement and really trying to better understand what's going on right now in terms of the status of our counties health.

As you can see, we've pulled in a lot of organizations already. We have a team that's begun to think about implementing this process. We actually have a consultant that's supporting us and that's KU Work Group out of Lawrence. The Wyandotte Health Foundation, Healthy Communities Wyandotte will be using partnerships and the network from these organizations and the Community Health Council of Wyandotte County as well as the United Way of Wyandotte County have pulled in several other key community partners.

We'll be doing a concerned survey where residence will have the opportunity to rate their health or health related issues, importance and satisfaction. We'll also be conducting focus

groups and then once we have our preliminary results, we'll be doing listening sessions to vet out those results of does this data sound right to residents.

TIMELINE

October- December 2016: Concerns surveys and focus groups, review national and state data sets

January 2017: Compile preliminary report

February 2017: Share preliminary report with stakeholders and residents in 4 listening sessions

March 2017: Completed Community Health Assessment

March 2017-December 2017: Community Health Improvement Plan (funded by the Wyandotte Health Foundation)



Our timeline for this is that we'll be collecting all the data from October to December of this year so that will include the concern survey, focus groups and reviewing all the data stats that we're looking at. In January we'll be compiling a preliminary report because we do need to share that back out with stakeholders which will happen in four listening sessions, which we believe will be in February, 2017. The goal is to have the entire assessment completed in March. From March to December we'll be conducting a Community Health Improvement Plan and it will be a smart goal, you know smart objectives for the community include, which organizations in the county are willing to sign on to make these goals a reality. The Wyandotte Health Foundation has actually committed \$25,000 towards that process, so we're very happy about that. I'd like to open it up, if you have any questions about this.

Commissioner Bynum said for my purposes and anyone watching that has an interest in this, we know that our county health ranking has hovered at the bottom of the 105 counties and we know that Healthy Communities Wyandotte has been broken up into action teams to address the issues that were brought forward by the health ranking which that ranking used, in my opinion, a lot of

September 19, 2016

socioeconomic factors to determine the health of our community. You've probably heard me ask this before. I'm really trying to wrap my head around when we talk about a Community Health Assessment and a data collection, what kind of data and then we will move from the assessment into the Health Improvement Plan and does that in any way intersect with or cross paths with those socioeconomic factors that landed Wyandotte County in 100th place out of 105 counties because I know we want to move the needle on that, but they are measuring a whole bunch of other stuff when they say we're in last place. How do they work together? How are they the same? Finally, sorry, do you think that the Health Improvement Plan is going to help move the needle on the last place ranking. I know that's a lot of questions, but I would hope those things are all woven together. **Ms. Sabally** said yes, absolutely. Of course, we know that social determinants of health, as we call them in the public health world, do impact health factors and health outcomes in the county. When we look at the national data sets, we'll be looking at similar things that the county health rankings look at, but also we'll look at state level data, but one of the challenges as you know with the county health ranking's data is that it lags several years behind oftentimes. Some of those are great national datasets like the Behavioral Risk Surveillance Survey. We will utilize some similar datasets but also trying to branch out into additional ones, including Census data and things that do cover socioeconomic issues.

Another thing is that the concern survey will cover concerns that are not just health but are health related in the sense of you know having a job is a health issue. We're still working to put together that survey but that's definitely covered. For somebody that may be that primary concern. **Commissioner Bynum** said that's right. **Ms. Sabally** said I'm not healthy because I don't have a job. We're definitely attempting to look at it through that lens. With regards to if it can move the needle. You know it's challenging when we have perhaps one of the biggest things we can do to improve health is raising the income of Wyandotte County residents. Will we accomplish that in five years? I can't say that we will for sure but we will definitely—the goal is not to also—for example, if this assessment uncovers that a major area for concern is jobs, we're not hoping to co-op work that's being done on that area but we want to support what the others are doing with our network.

COMMUNITY ENGAGEMENT

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Concerns Surveys- rate health or health-related issues in importance and satisfaction

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Other organizations planning/supporting implementation:

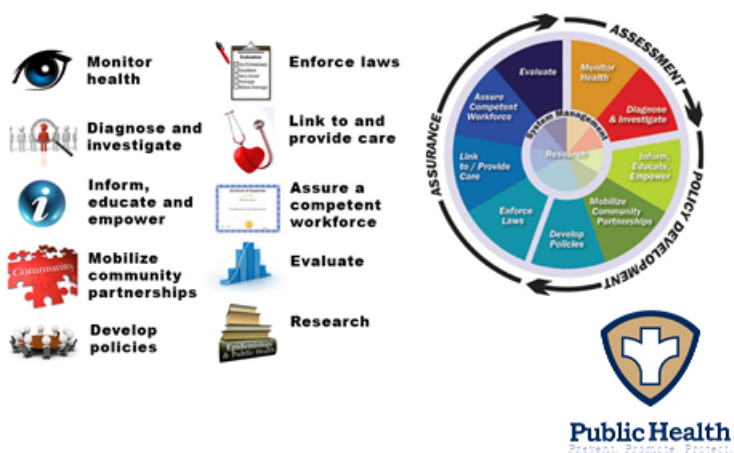
Livable Neighborhoods
 KU Medical Center
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 And more!



Commissioner Bynum asked could you go back one slide to where you show your partners. I would think at that point at that intersection right where you are, you know workforce partnership or workforce development, whatever that entity is called these days—**Commissioner Philbrook** said there are two of them. It's called Workforce Partnership or Kansas Works that is the state entity and then you have Workforce Solutions through Wyandotte Economic Development. **Ms. Sabally** said so Greg Kindle, from Wyandotte Economic Development (WYEDC) is on our planning committee because we are aware of that being a major concern. **Commissioner Philbrook** asked do you work with Workforce Partnership on that. **Ms. Sabally** said no, currently we're trying to keep it fairly small. This is just the planning, planning committee, kind of how the logistics run out. In terms of engaging additional stakeholders, that will be done along in the process. **Commissioner Philbrook** said yes, you saw that look. I don't agree with you in this case but oh you're doing it. **Commissioner Bynum** said you'll just want to make sure that as you engage and do not only the assessment but the plan that you do include. **Ms. Sabally** said yes, absolutely. The planning process is much broader. It will encompass a hundred or more stakeholders whereas the assessment process actually will too, but I'm just talking about the people who are helping decide how do we do the outreach, what phone calls are we making. **Commissioner Bynum** said okay.

Commissioner Johnson asked does that initiate in October or does that actually initiate in—year one does that initiate in October or next year of this year. 2016 or 2017, I'm sorry. **Ms. Sabally** said 2016.

WHY COMMUNITY HEALTH ASSESSMENT?



Commissioner Johnson said if you go to the last slide, what takes place after December 2017, just in the general sense. **Ms. Sabally** said so after December 2017, we will have our Community Health Assessment and we will have our Community Health Improvement Plan. According to accreditation standards, we are required to review and update those annually, look and check-in on progress. Currently, we have an evaluation tool that we have called the community checkbox where we document the progress that we're making on measureable goals through Healthy Communities Wyandotte and the Recommendations for a Better Future. We'll be using that type of documentation and saying, you know here's the progress that we've made on this plan, every year. These documents last. Generally the best practice is to update these every five years.

Action: *For information only.*

September 19, 2016

Item No. 3 – 16782... GRANT APPLICATION: MARCH OF DIMES

Synopsis: Request authorization to apply for a \$60,000 March of Dimes Grant, in collaboration with KU Medical Center and the Community Health Council, to provide a Medicaid Eligibility Specialist position who would work from multiple sites, submitted by Terry Brecheisen, Health Department Director. No match is required.

Action: *Removed from agenda.*

Item No. 4 – 16788...ORDINANCE AMENDMENT: SPECIAL USE PERMIT REQUIREMENTS

Synopsis: Revisions to Section 27-593 concerning special use permit requirements, submitted by Robin Richardson, Planning Director. While some changes were mandated, this will also address a request from BPU to take down old water towers and replace them with stealth telecommunication poles.

Request item be referred to the Planning Commission for review and recommendation.

Telecommunications
ordinance changes

Telecommunications ordinance

- New law passed by Kansas Legislature last session.
- Made several changes to the law regarding location and permit approval process for telecommunications towers and wireless facilities
- Municipalities must now allow telecommunications towers and wireless facilities in the public right-of-way.

Patrick Waters, Senior Attorney, said before I begin, I just wanted to make sure that everyone has the latest version that I emailed. **Chairman Markley** said you should have received by email today an updated version. **Mr. Waters** said let me pass that out. The Kansas Legislature recently made changes to the laws regarding the citing of telecommunication towers and cell phone wireless facilities as well as the permitting process. The main takeaway from this is that municipalities must now allow telecommunication towers and wireless facilities in the right-of-way.

Telecommunications ordinance

- Municipalities can no longer require applicants to provide technical data showing the need for coverage, or require applicants to co-locate on existing structures if available.
- Requires expedited review for small cell facilities (60 days).
- Use of the right-of-way by wireless providers is still subject to reasonable public health, safety and welfare requirements.

The other big change to this is that municipalities can no longer require applicants to provide technical data requiring the need for coverage. In the past we have required applicants to show what's called a propagation map where they would show where their existing coverage was and where their gaps in coverage were. We would also sometimes require a drive test study, where an applicant would actually drive around town and test their signal to show where the strengths were. Unfortunately, we can't do that anymore. This law takes away our ability to require that kind of data from applicants. It also requires an expedited review process for what's called small cell facilities.

Telecommunications ordinance

- Communications towers in the right-of-way subject to height limitations:
 - (1) 50 feet along a thoroughfare
 - (2) 40 feet along a collector
 - (3) 20 feet along a residential street
- Applicant must provide proof regarding structural capacity of tower/facility
- Applicant must have a pre-application meeting with Director of Planning and Right-of-Way Manager.

This is kind of the trend where the industry is heading. Instead of the large, huge towers, I think you're going to start seeing a lot of lower, smaller towers and kind of—I don't know all the technology behind it, but you can get 20 small towers that work together and basically have even more power than the huge 100 ft. towers that we used to see. That's kind of where the industry is heading. Even though we do have to allow wireless facilities in our right-of-way now, it is still subject to reasonable public health safety and welfare requirements. We've put some in there. Some of the highlights are, we do have height limitations in our right-of-way. We're going to limit it to 50 ft. along the thoroughfare, 40 ft. along collector's street and 20 ft. along residential streets so we won't be seeing applications for huge 150 ft. towers and the like, at least in our right-of-way. We are going to still require that they show proof, an engineering statement

showing that the tower is structurally sound. I think we'll probably expect to see a lot of requests to collocate on our existing on our existing utility poles because that's kind of the trend, using the smaller towers anyways. It probably makes sense for them to want to locate on our utility poles and if they do that, we just want to make sure that they can prove that the facility, the weight that they're going to add to the pole— that the pole is going to be able to support it. We'll also require them to have meetings with our Director of Planning and our Right-Of-Way Manager.

Telecommunications ordinance

- **BPU Water Tower**

- Changes would allow a water tower to be torn down and replaced with a monopole no more than 160 feet tall.

The final change, this is kind of on a different vein but since we were updating our telecommunications ordinance, BPU had a request. They've had an issue where we have wireless facilities on various water towers throughout the city. They like to be able to take some of these abandoned water towers down, but if they do that they would be breaking the contract with the cell carrier. As it currently stands, we would not allow a new construction to go up where that tower was. BPU has requested that we simply add an amendment that would allow them to replace a water tower with a monopole so they don't have to break those contracts. Again, this is to bring us into compliance with the state law. We're asking for a recommendation to forward to Planning Commission.

Commissioner Philbrook said first off, a real quick question. One of the first things I had to deal with was a new tower being put up just north of 78th & Leavenworth Road. There had

previously been a BPU water tower but it had been taken down and the people that were across the street were up in arms because they didn't want no stinking tower there. Hey, you know, they have their rights too and we came to an agreement to put up a single tower instead of a big A shaped. They were very good, BPU was very good about doing it, but in this I don't see anything that says that there's any questioning about whether the folks who are right next to the tower have any rights. Is it in here? I didn't see it. **Mr. Waters** said absolutely. Notice is provided to all surrounding neighbors, the property owners, just like you would have in a typical zoning case. Those residents would have the right to comment. **Commissioner Philbrook** said I just wanted to make doggone sure that my residents understood that because I've been chewed on before on this. I mean you know, especially if it's going to be allowed in the right-a-way and you have a 40 ft. tower and your house is 20 ft. away. **Mr. Waters** said we would still have the right to deny those if we felt like the fall zone would create some type of health or safety problem in the community. It doesn't mean they have the right to put up anything they want, but they do have the right to make an application. **Commissioner Philbrook** said okay. Thank you very much.

Mr. Waters said if I could just submit a copy of the revised version for the record with the Clerk.

Action: **Commissioner Philbrook made a motion, seconded by Commissioner Bynum, to approve.** Roll call was taken and there were four "Ayes," Philbrook, Johnson, Bynum, Markley.

Item No. 5 – 16794... NOTICE OF BUDGET HEARING: WYCO LIBRARY

Synopsis: Notice of budget hearing scheduled for September 29, 2016, to consider the Wyandotte County Library 2017 Budget, submitted by Kathleen VonAchen, Chief Financial Officer.

Kathleen VonAchen, Chief Financial Officer, said we've added this to the agenda for your committee because we would like to have this move forward for the next Commission meeting. In developing the budget in late June, at the time that we needed to publicize or publish the

September 19, 2016

budget forms, the state budget forms, we put together the state budget forms based upon how we typically do, but because I'm a new CFO. I wasn't aware that typically in the past it was a practice to add on to the state budget form at the bottom, the line item for the Library Fund. That publication went forward without the Library Fund on it. Even though the Commission has adopted the budget for the Library Fund for fiscal year 2017, it wasn't properly published. What we need to do is properly publish the state budget form and then the Commission needs to readopt the Library Fund Budget. It's kind of a formality. We want to be in compliance with the state budget law. That's what this item is. **Chairman Markley** said so there's been a clerical error and what we need tonight is a motion and a second so that we can host the public hearing.

Action: **Commissioner Johnson made a motion, seconded by Commissioner Philbrook, to approve.** Roll call was taken and there were four "Ayes," Philbrook, Johnson, Bynum, Markley.

Chairman Markley adjourned the meeting at 5:50 p.m.

Adjourn

tpl